

# **REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**



## **AGENDA**

### **REGULAR BOARD MEETING**

**April 7, 2017**

**Southeastern Oklahoma State University  
Halley McKinney Building  
Halley McKinney Ballroom  
Durant, Oklahoma**

**ORDER OF BUSINESS**  
**Special Meeting of April 7, 2017**

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II.	Call to Order and Regents' Roll Call	
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	B. Introduction of Guests .....	1
III.	Consent Docket	
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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

## AGENDA

April 7, 2017, 9:00 a.m.  
Southeastern Oklahoma State University  
Halley McKinney Building  
Halley McKinney Ballroom  
Durant, 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. CONSENT DOCKET
  - A. MINUTES OF PREVIOUS MEETING
    1. Approval of Minutes of Special Meeting, February 17, 2017
  - B. EDUCATIONAL EXCELLENCE COMMITTEE REPORT –  
Chair Connie Reilly (Attachment A, Pages 17-52)

## AGENDA FOR APRIL 7, 2017

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1. **Southeastern Oklahoma State University** (Pages 17-33)
  - a. **Program Modifications and Deletions:**
    1. **Bachelor of Music Education (037)** – Reduce the number of required applied piano hours. Total hours for the degree will change from 132 to 131 hours.
    2. **Bachelor Arts in Social Studies Education (048)** – program deletion
    3. **Bachelor Arts in Spanish Education (097)** – program deletion
    4. **Bachelor Science in Computer Science (052)** – delete duplicate option. No change in total hours.
    5. **Master of Science in Native American Leadership (112)** – Remove a required course. Total hours for the degree will change from 32 to 30 hours.
    6. **Master of Business Administration (075)** – Add an emphasis in Accounting. No change in total hours.
2. **Northwestern Oklahoma State University** (Pages 34-36)
  - a. **Program Modification, Option Deletion**
    1. Program Modification, Option Deletion – **Master of Education, Secondary Education (033), Adult Education Management & Administration option (001)**
3. **Northeastern State University** (Pages 37-52)
  - a. **Substantive Changes-Program Modification**
    1. **Political Science (069):** Faculty propose removing POLS 4953 Senior Seminar: The Research Process from the Political Science core. The guided elective categories will be divided and changed from “American Institutions and Politics” to “American Institutions” and “Political Behavior” categories. Students will be required to take six (6) hours in the political behavior category which will increase major course

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requirements from 36 to 39 hours, but will not increase overall degree requirements,

2. **Psychology (072):** This request involves a degree designation change and program modification change involving curriculum. Faculty members propose changing NSU's current Psychology degree from a Bachelor of Arts to a Bachelor of Science degree and changing the CIP code from 42.0101 to 42.2799 to better align the program with other STEM disciplines. The current curriculum includes an emphasis in experimental psychology which is consistent with other B.S. programs at similar institutions in the state and the region. Students who wish to pursue careers in experimental/research psychology and those interested in attending medical school will benefit from earning a B.S. degree.

### b. Existing Programs Via Electronic Delivery

1. **Higher Education Leadership, M.S. (052):** Faculty request permission to offer this program via electronic delivery to meet the needs of working professionals.
2. **General Studies, B.G.S. (132):** Faculty request permission to offer this program via electronic delivery to meet the needs of working adults.

## IV. REPORT OF RUSO COMMITTEE PROCEEDINGS

### A. FACILITIES STEWARDSHIP COMMITTEE – Chair Mark Stansberry

Report of the Facilities Stewardship Committee, Thursday, April 6, 2017, 4:00 p.m., Southeastern Oklahoma State University, Halley McKinney Building, Halley McKinney Ballroom, Durant, Oklahoma. (Attachment B, Pages 53-64)

1. Northwestern Oklahoma State University (page 53)

#### Information Item:

- a. Update and discussion regarding proposed agreement with the Independent School District Number 57 (Enid Public Schools). This collaborative effort would allow the public school to construct a state-of-the art building on

## **AGENDA FOR APRIL 7, 2017**

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land owned by Northwestern Oklahoma State University in Enid to house the EPS/NWOSU Cooperative Early Childhood Center. An agenda item will be submitted at the June board meeting to approve and sign a lease agreement with Enid Public Schools for this unique project.

### **2. Southwestern Oklahoma State University (Pages 54-55)**

#### **a. Rogers Hall Renovation Project #665-0020**

Project Description: Request for Rogers Hall Renovations of \$4,400,000 and architect selection was approved at the November 6, 2015, RUSO Board Meeting.

Request for approval of initial funding and Bond Reimbursement Resolution was approved at the January 29, 2016, RUSO Board Meeting.

Request for approval of a change in scope and budget was approved at the RUSO Board Meeting in September, 2016. This approval increased the budget for the project from \$4,400,000 to \$4,900,000.

Request for change in budget approval from \$4,900,000 up to \$5,750,000. The low bids for this project totaled \$5,750,000, this amount includes architecture fees and demolition. We are value engineering these bids in order to issue change orders to reduce the total cost of the project.

Requested Funding Approval: Original approval \$4,900,000, requested increase to \$5,750,000

Budget Breakdown: Increase; Construction \$850,000

Congruent with Capital Master Plan: Yes

Revenue Sources: Request to transfer Residence Life funds of \$850,000 to transfer to Section 13 Construction account.

#### **Bond Refinancing:**

- a. SWOSU is requesting permission to refinance its outstanding Master Equipment Lease Bonds, Series

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2007A, which has \$1,225,000 in refundable outstanding par a remaining term of 10 years. The proposed Series 2017C Bonds provided will not extend or alter the original terms of the bonds. The original Series 2007A Bonds provided funding for energy improvement projects including HVAC equipment, control systems and lighting upgrades for the majority of campus buildings. The approximate net present value savings is 78,802 or 6.433% of refunded par; this savings may continue to fluctuate until the bonds are actually sold. SWOSU will continue making lease payments from operating funds from the Education and General (E&G) Budget.

### 3. Northeastern State University (pages 56-57)

#### a. **Project #485-0073 – Repairs and Renovations to Campus Buildings**

Project Description: Science Building Mechanical System Replacement Request permission to design, bid, and award to the lowest responsible bidder, building mechanical system replacement. This Project was originally board approved September of FY15 Item C. for \$135,000 Science Facility Fee. After research and re-engineering of the existing system we discovered that the original intent of the project would not fully address the deficiencies of the system. We request approval to correct the system design flaws that have repeatedly failed in the building. The original system design was completed when the building was built in 2007 and has had numerous failures caused by various parts of the system freezing and ultimately bursting pipes and components. This renovation will correct those design flaws and create an energy efficient and lower maintenance operating system.

Requested Funding Approval: \$518,000 *(previously approved \$135,000, new project funding \$383,000)*

Budget Breakdown: Renovation/Repairs

Revenue Source(s): \$243,000 - Science Facility Fee, \$275,000 – Infrastructure Fee

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### Informational:

#### a. **Project #485-0073 – Repairs and Renovations to Campus Buildings**

Project Description: Bagley Hall- Replace existing chiller

Requested Funding Approval: \$75,000

Budget Breakdown: Renovation/Repairs

Congruent with Facility Master Plans or Strategic Plans:  
Yes

Revenue Source(s): Section 13 (600) Fund

#### b. **Project #485-0073 – Repairs and Renovations to Campus Buildings**

Project Description: University Center Underground Food Court - Renovation to Chick-fil-A

Requested Funding Approval: \$98,500

Budget Breakdown: Renovation

Congruent with Facility Master Plans or Strategic Plans:  
Yes

Revenue Source(s): \$84,800 – University Center Facilities Fee, \$13,700 – Sodexo Capital Investment.

#### c. **Project #485-0073 – Repairs and Renovations to Campus Buildings**

Project Description: Tahlequah Community Room of the Event Center - Install a sound/dividing wall in the Tahlequah Community Room

Requested Funding Approval: \$35,000

Budget Breakdown: Addition

Congruent with Facility Master Plans or Strategic Plans:  
Yes

Revenue Source(s): Section 13 (600) Fund



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**d. Project #485-0063 - General Housing Maintenance and Repair**

Project Description: General maintenance and repair to housing facilities

Requested Funding Approval: \$40,000

Budget Breakdown: Renovation/Repairs

Congruent with Facility Master Plans or Strategic Plans:  
Yes

Revenue Source(s): Housing Capital Reserve

**4. University of Central Oklahoma (pages 58-64)**

**a. Project # 120-0008 Liberal Arts Renovation and Addition**

Request approval to pursue a construction delivery method of either design, bid, and construct (previously approved November 4, 2016), or Construction Management at Risk.

**b. Project # 120-0013 Parking, Sidewalks, Lights & Landscaping**

Project Description: Request approval for award of the new Parking Lot 13 for construction of approximately 73 parking spaces at University Drive and First Street to the job order contractor in an amount not to exceed \$550,000

Requested Funding Approval: \$550,000

Budget Breakdown: \$550,000 construction costs

Job Order Contractor: Yes, job order contracts in an amount not to exceed \$550,000. Job order contractor as approved 02/19/2016 with contract terms 02/23/2016 through 02/22/2021

Congruent with Facility Master Plan or Strategic Plan?:  
Yes

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Revenue Sources: Auxiliary Enterprise,  
Transportation and Parking Funds

**c. Electronic Door Hardware and Access Control:**

The University of Central Oklahoma requests approval to obligate funds to install electronic door hardware and access control on campus buildings.

This project will enhance the safety and security of the campus community by installing door hardware that will allow for a campus lock-down. Additionally, this project will increase the efficiency of existing operations by providing scheduled and automated locking and unlocking where exterior doors are manually locked and unlocked each day.

This project is to be awarded to Blackboard, an existing campus security vendor, under Oklahoma statute 74 O.S. §85.1 et seq. § 85.45j, where Blackboard is designated a sole brand acquisition. The costs will be incurred in an order and sequence that meets the University budget in the coming fiscal years.

The first phase of this project requires an infrastructure or "head-end" cost of \$40,000. The additional costs are on a building-by-building and door by door basis and include the cost of wiring, hardware, installation and set-up in a turn-key project methodology. These costs will be phased over several years.

Source: Auxiliary, E&G, and College Fees as budget allows.....\$2,200,000

**Change Orders:**

**a. Project # 120-0033 Heat and Air Condition – Plant & Campus Buildings Equipment**

Project Description: Approve Change Order # 1 in the amount of \$90,751 for the South Central Plant for items including: additional utility work related to the tie-in of the new central plant loop as well as relocation of existing City of Edmond utilities located on the site. This change order would increase the contract to \$10,924,036.

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Budget Breakdown: \$90,751

Revenue Sources: Currently available project funds associated with the Oklahoma System of Higher Education Master Lease Program supported by savings realized through a performance contract.

### **Informational Items:**

#### **a. Project # 120-0032 Sports Complex Facilities**

Project Description: Change Order # 1 through # 8 in the cumulative amount of \$92,115 for the Softball Field Improvements project for costs associated with changes to the scope of work.

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

Project Description: Alpha Building Corporation, Inc. was awarded \$245,000 for the reconstruction of six shower/toilet rooms at Murdaugh Hall to include demolition of existing failed ceramic tile walls and shower drains and installation of new shower pans and drains, installation of ceramic tile and corrections to bathroom ceilings

Job Order Contractor: Alpha Building Corporation, Inc., in the amount of \$245,000. Job Order Contractor approved 02/19/2016 with a contract term 02/23/2016 through 02/22/2021

### **B. POLICY & PROCEDURES COMMITTEE REPORT—Chair Regent Jeffrey T. Dunn**

**Report of the Policy & Procedures Committee, Thursday, April 6, 2017, 2:00 p.m., Southeastern Oklahoma State University, Halley McKinney Building, Halley McKinney Ballroom, Durant, Oklahoma. (Attachment C, pages 65-76)**

1. Discussion of further review of RUSO Policy Manual.
2. Approve the following revisions to the RUSO Policy Manual:

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- 2.3.6 Exceptions – Expenditure Policy
- 3.1.2—Types of Appointments to Faculty
- 3.1.7—Full- and Part-Time Appointments
- 3.2.2—Principal Academic Ranks of the University
- 3.2.4—Experience Requirements
- 3.2.5—Educational and Experience Requirements
- 3.2.6—Other Criteria
- 3.2.7—Reduction Rank
- 3.2.8—Appeal
- 3.2.9—Exceptions
- 3.3.3—Academic Tenure
- 3.3.5—Procedure for Granting Tenure and Reviewing of Tenured Faculty
- 3.4.6—Appeal Procedures for Tenured Faculty
- 5.8—Drug Free School and Workplace

### **C. SYSTEM ADVANCEMENT COMMITTEE—Chair Regent Susan Winchester**

**Report of the System Advancement Committee, Thursday, April 6, 2017, 3:00 p.m., Southeastern Oklahoma State University, Halley McKinney Building, Halley McKinney Ballroom, Durant, Oklahoma.**

1. After-action report on RUSO Newsletter.
2. Discussion and update on survey by Anglin & Associates to develop key messages.
3. Approve consultant contract with Barbara Brown for Information Technology services.
4. Legislative update and approval of Advocacy Plan.

### **D. AUDIT & FINANCE COMMITTEE—Regent Mark Stansberry (Attachment D, pages 77-84)**

1. SWOSU Requests permission to transfer up to \$850,000 from Fund #765 (Residence Life Revenue Fund) to Fund #295 (Section 13 Fund) for the Rogers Hall Dormitory renovation project and approval of required budget revision.
2. Approval of External Audit Engagement Letter with Arledge & Associates for FY 2017.

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### V. PRESIDENTS' RECOMMENDATIONS

#### A. SOUTHEASTERN OKLAHOMA STATE UNIVERSITY

(Attachment E, pages 85-88)

1. Personnel
2. Academic Service Fees:

##### NEW:

Collaborative Music Fee

##### PROPOSED

\$100 per course

##### **IMPORTANT NOTE: Amount Revision**

This fee amount was originally submitted in error for the February 2017 meeting as \$50 per course. It should be listed as \$100 per course.

*Fee is used to offset the cost of full-time collaborative pianist/accompanist including work with performance ensembles and student solo performance as mandated by NASM, and additional performance requirements.*

*MUS 2510; MUS 4510; MUS 5510; MUS 1470.1; MUS 1430.1; MUS 4410.2; MUS 4410.3; MUS 1411.1; MUS 4401.1; MUS 1420.1*

#### 3. Grants and Contracts

Total grants and contracts: \$ 0.00

#### B. EAST CENTRAL UNIVERSITY

(Attachment F, pages 89-100)

1. Personnel
2. Grants and Contracts

Total grants and contracts: \$ 0.00

#### 3. Purchases:

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

- a. Laerdal Medical Corp for the purchase of medical equipment in the amount of \$52,981.07. (Grant)(Sole Source)

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## AGENDA FOR APRIL 7, 2017

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**C. UNIVERSITY OF CENTRAL OKLAHOMA**  
(Attachment G, pages 101-116)

**1. Personnel**

**2. Grants & Contracts**

Total grants and contracts: \$ 0.00

**3. Purchases for Approval:**

None

**4. Informational Items from Purchasing:**

- a. Dell Marketing LP, Dell Latitude Laptops for use in collaborative classrooms:  
Source: E&G.....\$54,839

**5. Request to Obligate Funds:**

- a. The University of Central Oklahoma, Office of Information Technology requests permission to obligate funds for the FY2018 for annual hardware and software licenses and maintenance as follows:

Ellucian (Formerly SunGard SCT)	\$550,000
Desire2Learn (D2L Learning Management)	\$320,000
Oracle	\$303,100
Microsoft EES	\$153,000
Source: E&G.....	\$1,326,100

**D. SOUTHWESTERN OKLAHOMA STATE UNIVERSITY**  
(Attachment H, Pages 117-126)

**1. Personnel**

**2. Notice of Grant Awards**

Total grants and contracts: \$ 667,850.00

## AGENDA FOR APRIL 7, 2017

### **E. NORTHWESTERN OKLAHOMA STATE UNIVERSITY** (Attachment I, pages 127-132)

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

Total grants and contracts: \$ 35,000.00

3. **Informational Items:**

- a. **Academic Service Fees**

The University recommends implementation of the academic services fees effective Fall 2017 as shown on the table below:

Fee	Current Amount	Requested Amount	Change	Basis
Doctor of Nursing Practice Online Orientation Fee	\$ -	\$ 300.00	\$ -	One-Time Fee

### **F. NORTHEASTERN STATE UNIVERSITY** (Attachment J, Pages 133-160)

1. **Personnel**
2. **Information Items:**

The following purchases are presented as information items in accordance with Board policy, over \$50,000 and under \$150,000. (All funding is E & G unless otherwise noted.):

Room Scheduling Software.....\$53,000.00

3. **Grants and Contracts**

Total grants and contracts: \$ 128,939.00

### **VI. PRESIDENTS' COUNCIL REPORT**

### **VII. EXECUTIVE DIRECTOR'S REPORT – Sheridan McCaffree**

## **AGENDA FOR APRIL 7, 2017**

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**VIII. CHAIR'S REPORT-- Regent Lake Carpenter**

**IX. RESOLUTION FOR OUTGOING GENERAL COUNSEL**

**X. REGENTS' COMMENTS AND ANNOUNCEMENTS**

**XI. NEW BUSINESS**

**XII. 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 the President of East Central University.
2. Discussion of the employment of the President of Southeastern Oklahoma State University.
3. Discussion of the employment and retirement of the RUSO General Counsel.

**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.

**XIII. RECONVENE IN PUBLIC SESSION**

- A. Consideration and possible action to implement matters discussed in Executive Session.
- B. Possible action to appoint, hire, or employ RUSO General Counsel.

**XIV. ADJOURNMENT**



## ATTACHMENTS TO AGENDA

April 7, 2017

### Attachment

A.	Educational Excellence Committee.....	17-52
B.	Facilities Stewardship Committee.....	53-64
C.	Policy and Procedures Committee.....	65-76
D.	Audit & Finance Committee.....	77-84
E.	Southeastern Oklahoma State University.....	85-88
F.	East Central University.....	89-100
G.	University of Central Oklahoma.....	101-116
H.	Southwestern Oklahoma State University.....	117-126
I.	Northwestern Oklahoma State University.....	127-132
J.	Northeastern State University.....	133-160





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

March 21, 2017

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

RE: April Educational Excellence Committee

Dear Board Members:

We are seeking approval for the following program modifications and deletions:

**Bachelor of Music Education (037)** – Reduce the number of required applied piano hours. Total hours for the degree will change from 132 to 131 hours.

**Bachelor Arts in Social Studies Education (048)** – program deletion

**Bachelor Arts in Spanish Education (097)** – program deletion

**Bachelor Science in Computer Science (052)** – delete duplicate option. No change in total hours.

**Master of Science in Native American Leadership (112)** – Remove a required course. Total hours for the degree will change from 32 to 30 hours.

**Master of Business Administration (075)** – Add an emphasis in Accounting. 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): Bachelor of Music Education \_\_\_\_\_  
Current title of degree program (Level III): Music Education \_\_\_\_\_  
State Regent's three-digit program code: 037 \_\_\_\_\_  
Degree Granting Academic Unit: Department of Music, School of Arts and Sciences  
With approved options in: A. Instrumental \_\_\_\_\_  
B. Vocal \_\_\_\_\_  
C. Piano/Vocal \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- ☐ (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: [Signature] Date: 3/24/17  
Date of Governing Board Approval: \_\_\_\_\_

**(7) Program  
Requirement Change**

*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:

Bachelor of Music Education- 037

**(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 132 to 131.

Explain: Change the Applied Piano credit requirements from 7 to 6

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):

Change the Applied Piano credit requirements from 7 to 6.

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):

We are converting the piano requirements for the Vocal Bachelor in Music Education to a national norm. Our accrediting body, the National Association of Schools of Music (NASM) has pointed out our excessive piano requirements. Also, reducing the number of hours helps students avoid Financial Aid restrictions.

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).*

*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
<b>Bachelor of Music Education (037)</b> <b>Core (24 semester hours)</b> <b>Music Theory and Literature</b> MUS 1101 Music Theory and Literature I Aural Lab MUS 1203 Music Theory and Literature I; Introduction to Music Study MUS 1231 Music Theory and Literature II Aural Lab MUS 1243 Music Theory and Literature II; Elementary Writing and Analysis MUS 2201 Music Theory and Literature III Aural Lab MUS 2213 Music Theory and Literature III; Intermediate Writing and Analysis MUS 2231 Music Theory and Literature IV Aural Lab MUS 2243 Music Theory and Literature IV; Advanced Writing and Analysis  <b>History of Music</b> MUS 3113 History of Music I MUS 3123 History of Music II  <b>Music Education</b> MUS 1302 Intro to Music Education  <b>Option A:</b> <b>Instrumental (29 semester hours)</b> MUS 3471 Principles of Conducting MUS 3481 Instrumental Conducting MUS 3332 Marching Band Techniques MUS 3182 Wind Band Literature  Applied Music (23 hours) Four hours Piano (MUS 2341, 2441, 2541, 2641)+ Seven hours Primary Instrument (2510, 4510) (minimum three hours upper level) MUS 2401 Elementary Brass Class MUS 2411 Woodwinds Methods MUS 2431 Percussion Methods MUS 2421 String Methods MUS 2361 Adolescent Voice Seven semesters of major ensemble for a minimum of 7 hours of credit *	

<p><b>Vocal (34 30 semester hours)</b>  MUS 3471 Principles of Conducting  MUS 3491 Choral Conducting  MUS 2471 Lyric Diction I  MUS 2481 Lyric Diction II  MUS 3192 Choral Literature  MUS 3362 Vocal Pedagogy</p> <p>Applied Music (23 22 hours)  Seven hours of Piano (MUS 2341, 2441, 2541, 2641, 3441, 3541, 3641); seven hours of Voice (VCE 2510, 4510); (minimum of three hours upper level) and two (2) hours of secondary instruments.  Seven semesters of major ensemble for a minimum of 7 hours of credit *</p> <p><b>Piano/Vocal (29 semester hours)</b>  MUS 3471 Principles of Conducting  MUS 3491 Choral Conducting  MUS 2471 Lyric Diction I  MUS 2481 Lyric Diction II  MUS 3362 Vocal Pedagogy</p> <p>Applied Music (23 hours)  Seven hours of Piano (MUS 2510, 4510) (minimum six hours upper level); seven hours Secondary Voice (MUS 1510, 3510) (minimum 3 hours upper level);  Two hours of secondary instruments.  Seven semesters of major ensemble for a minimum of 7 hours of credit *</p>	<p>MUS 2341 Elementary Piano I  MUS 2441 Elementary Piano II  MUS 2541 Intermediate Piano I  MUS 2641 Intermediate Piano II  MUS 3441 Advanced Piano I  MUS 3541 Advanced Piano II  MUS 3641 Advanced Piano III</p>
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**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): Bachelor of Arts \_\_\_\_\_

Current title of degree program (Level III): Social Studies Education \_\_\_\_\_

State Regent's three-digit program code: 048 \_\_\_\_\_

Degree Granting Academic Unit: School of Arts and Sciences \_\_\_\_\_

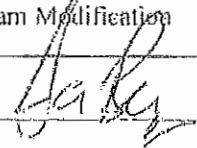
With approved options in: A. \_\_\_\_\_  
 B. \_\_\_\_\_  
 C. \_\_\_\_\_  
 D. \_\_\_\_\_  
 E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- ☒ (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: 3/2/17

Date of Governing Board Approval: \_\_\_\_\_



**(1) Program Deletion**

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

Institution submitting request: Southeastern Oklahoma State University

Name of program and State Regents' three-digit program code of program to be deleted:

Bachelor of Arts in Social Studies Education (048)

**(1) PROGRAM DELETION** Delete program and all options

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

Are students still enrolled in degree program? ☒ No ☐ Yes

If yes, how many? \_\_\_\_\_

How will students in the deleted program be accommodated? \_\_\_\_\_

Expected date of graduation for last student: \_\_\_\_\_

Is the program part of a Cooperative Agreement? ☒ No ☐ Yes

If yes, complete the Modification to Cooperative Agreement and Cooperative Agreement Deletion forms.

Number of courses which will be deleted from course inventory as a result of this action: 0

If no courses are being deleted, how will they be used:  
Courses are currently being taught in another degree program.

Funds available for reallocation: ☒ No ☐ Yes

If yes, which departments/programs will receive the reallocated funds? \_\_\_\_\_

If no funds are available for reallocation, how will funds be used? \_\_\_\_\_

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

This program has been suspended since June of 2013. It was merged with the Bachelor of Arts in History (022) and is now offered as an option under that program.

List courses that will be deleted from course inventory:

**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): Bachelor of Arts \_\_\_\_\_

Current title of degree program (Level III): Spanish Education \_\_\_\_\_

State Regent's three-digit program code: 097 \_\_\_\_\_

Degree Granting Academic Unit: School of Arts and Sciences \_\_\_\_\_

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- ☒ (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: 3/2/17

Date of Governing Board Approval: \_\_\_\_\_

**(1) Program Deletion**

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

Institution submitting request: Southeastern Oklahoma State University

Name of program and State Regents' three-digit program code of program to be deleted:

Bachelor of Arts in Spanish Education (097)

**(1) PROGRAM DELETION** Delete program and all options

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

Are students still enrolled in degree program? ☒ No ☐ Yes

If yes, how many? \_\_\_\_\_

How will students in the deleted program be accommodated? \_\_\_\_\_

Expected date of graduation for last student: \_\_\_\_\_

Is the program part of a Cooperative Agreement? ☒ No ☐ Yes

If yes, complete the Modification to Cooperative Agreement and Cooperative Agreement Deletion forms.

Number of courses which will be deleted from course inventory as a result of this action: 0

If no courses are being deleted, how will they be used:  
Courses are currently being taught in another degree program.

Funds available for reallocation: ☒ No ☐ Yes

If yes, which departments/programs will receive the reallocated funds? \_\_\_\_\_

If no funds are available for reallocation, how will funds be used? \_\_\_\_\_

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

This program has been suspended since June of 2013. It was merged with the Bachelor of Arts in Spanish (0106) and was subsequently deleted as an option under that program in 2014-15.

List courses that will be deleted from course inventory:

*State Regents' Policies 3.4.3 and 3.7.7*

**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): Bachelor of Science \_\_\_\_\_

Current title of degree program (Level III): Computer Science \_\_\_\_\_

State Regent's three-digit program code: 052 \_\_\_\_\_

Degree Granting Academic Unit: School of Arts and Sciences \_\_\_\_\_

With approved options in: A. Computer Science \_\_\_\_\_

B. Major \_\_\_\_\_

C. Major-Minor \_\_\_\_\_

D. \_\_\_\_\_

E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- (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: \_\_\_\_\_

**(5) Option Deletion**

*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:  
Bachelor of Science in Computer Science (052)

**(5) PROGRAM OPTION DELETION**

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

Name of deleted option(s): A: Computer Science \_\_\_\_\_  
B: \_\_\_\_\_  
C: \_\_\_\_\_  
D: \_\_\_\_\_

Number of courses to be deleted from course inventory: 0

If no courses are being deleted, how will they be used?

Number of students still enrolled in each option: 0

How will students in deleted option(s) be accommodated?

Funds available for reallocation: ☒ No ☐ Yes

If yes, which departments/programs will receive the reallocated funds? \_\_\_\_\_

If no funds are available for reallocation, how will funds be used?

List courses that will be deleted from course inventory:

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

This option deletion is being done to remove a redundant option.

There were originally two options: Computer Science and Computer Engineering Technology. The Computer Engineering Technology option was deleted in 2004-05 leaving Computer Science by itself. We added two options in 2016: Major and Major-Minor.

Once the Computer Science option is deleted – Major will be listed as Option A and Major-Minor will be listed as Option B.

*State Regents' Policy 3.4.3 and 3.4.4*

**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 Science \_\_\_\_\_  
Current title of degree program (Level III): Native American Leadership \_\_\_\_\_  
State Regent's three-digit program code: 112 \_\_\_\_\_  
Degree Granting Academic Unit: School of Behavioral Sciences and Education \_\_\_\_\_  
With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_  
E. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- ☐ (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: 3/2/17  
Date of Governing Board Approval: \_\_\_\_\_

**(7) Program Requirement Change**

*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 Science in Native American Leadership (112)

**(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 32 to 30  
Explain: The two-hour Introduction to Native American Leadership will be deleted as a requirement for the degree.

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):

NAL 5002 Introduction to Native American Leadership will be taken out of this degree program. It will remain in inventory as it is used for another degree program.

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):

The content and the Learning Objectives for the Introduction to Native American Leadership course have been transferred to an online orientation requirement embedded in Blackboard at the beginning of the program and to several other courses within the current degree plan. The students will be required to complete the orientation before accessing the first class. This modification will save students money and time but they will still receive the same learning.

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).

*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
<b>Master of Science Native American Leadership (112)</b>  NAL 5002-Introduction to Native American Leadership NAL 5013 Current Topics in Indian Country NAL 5113 Personal and Organizational Leadership for Native Organizations NAL 5123 Managing Diversity with Emphasis on the Native American Workplace NAL 5133 Effective Communication Through Presentations NAL 5143 Critical Thinking and Problem Solving NAL 5153 Developing the Native American Leader NAL 5213 Native Education Policy NAL 5223 Geography & Treaties NAL 5233 Tribal Sovereignty NAL 5243 Ethnohistory of Native Peoples  Total 32 hours	<b>Master of Science Native American Leadership (112)</b>  NAL 5013 Current Topics in Indian Country NAL 5113 Personal and Organizational Leadership for Native Organizations NAL 5123 Managing Diversity with Emphasis on the Native American Workplace NAL 5133 Effective Communication Through Presentations NAL 5143 Critical Thinking and Problem Solving NAL 5153 Developing the Native American Leader NAL 5213 Native Education Policy NAL 5223 Geography & Treaties NAL 5233 Tribal Sovereignty NAL 5243 Ethnohistory of Native Peoples  Total 30 hours



**(4) Option Addition**

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

Institution submitting request: Southeastern Oklahoma State University

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

Master of Business Administration (075)

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

**(4) PROGRAM OPTION ADDITION**

Name of new option(s): N: Accounting

New option(s) objective(s):

To provide more MBA degree emphasis for students.

Will the new option be offered via electronic media? ☐ No ☒ Yes

Mode of delivery to be used: Internet

If yes, will the majority of the program (defined as 100% of the required courses in the major) under this option be available to students via electronic media? ☐ No ☒ Yes

*(If yes, please explain in detail on a separate page the procedures to be used.)*

Is this degree program already approved for electronic delivery? ☐ No ☒ Yes

*(If no, the process for requesting approval to offer an existing program via electronic media must be followed. See State Regents' Policy 3.16.11.)*

Reason for requested action:

To add a highly requested MBA emphasis as identified by Academic partnerships.

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).*

**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 Business Administration

Current title of degree program (Level III): \_\_\_\_\_

State Regent's three-digit program code: 075 \_\_\_\_\_

Degree Granting Academic Unit: School of Behavioral Sciences and Education \_\_\_\_\_

With approved options in:

- A. Management \_\_\_\_\_
- B. Entrepreneurship \_\_\_\_\_
- C. Health Care Information Systems \_\_\_\_\_
- D. Safety \_\_\_\_\_
- E. Native American Leadership \_\_\_\_\_
- F. General \_\_\_\_\_
- G. Marketing \_\_\_\_\_
- H. Finance \_\_\_\_\_
- I. Human Resource Management \_\_\_\_\_
- J. Hospitality Management \_\_\_\_\_
- K. Aerospace Logistics \_\_\_\_\_
- L. Strategic Communication \_\_\_\_\_
- M. International Business \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- ☐ (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: 3/21/17

Date of Governing Board Approval: \_\_\_\_\_

Attach a list of courses that will support the(se) option(s) on the attached form, noting the common core for the option added, the proposed curriculum, and asterisk any new courses.

**NOTE:** All options within a degree program must share an approximate 50% common core **EXCLUSIVE OF GENERAL EDUCATION** as required by policy.

*Please provide a copy of current degree requirements and list the proposed curriculum requirements for the new option in the right column, noting the common core of courses with the main program in the left column.\**

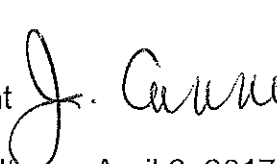
Common Core (list courses required by <u>ALL</u> options)	Proposed Curriculum
<p><b>Core Courses.....30 Hours</b></p> <p>ACCT 5233     Accounting for Managers</p> <p>BUS 5113     Research Methods</p> <p>ECON 5133    Managerial Economics</p> <p>MNGT 5223    Behavioral Management</p> <p>MKT 5243     Marketing Management</p> <p>FIN 5213     Financial Management</p> <p>BUS 5253     Data Analysis for Managers</p> <p>MNGT 5603    Strategic Management</p> <p>MNGT 5453    Principle Centered Leadership &amp; Ethics</p> <p>MNGT 5773    Contemp Issues in Management</p>	<p><b>Area of Emphasis.....6 Hours</b></p> <p>The following are available emphases to be selected in consultation with the student's MBA advisor.</p> <p>Emphasis N: <u>Accounting</u></p> <p>*ACCT 5253 Auditing for Managers</p> <p>*ACCT 5263 Forensic Accounting for Managers</p> <p>*New courses</p>

\*State Regent Policy 3.4.3 and 3.4.4

**OFFICE OF THE PRESIDENT**

**Date:** March 23, 2017

**To:** Regional University System of Oklahoma  
Educational Excellence Committee  
Connie Reilly, Chair

**From:** Dr. Janet Cunningham, President 

**Re:** Educational Excellence Agenda Item – April 6, 2017

Please place Northwestern Oklahoma State University on the Educational Excellence Committee Agenda for the April 6, 2017, meeting of the Regional University System of Oklahoma Board of Regents. We request approval of the following items:

**Program Modification, Option Deletion** – Master of Education, Secondary Education (033), Adult Education Management & Administration option (001)

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): **Master of Education**

Current title of degree program (Level III): **Secondary Education**

State Regent's three-digit program code: **033**

Degree Granting Academic Unit: **Division of Education/Graduate Studies**

With approved options in: **A. Adult Education Management & Administration (001)**

**B. Curriculum & Instruction (003)**

**C. Educational Leadership Principal (008)**

**D. \_\_\_\_\_**

**E. \_\_\_\_\_**

**TYPE OF REQUEST:** Check all appropriate types of changes and complete **ONLY** the appropriate page(s).

- ☐ (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: 3/24/17

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:

**Secondary Education (033)**

**(5) PROGRAM OPTION DELETION**

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

Name of deleted option(s): **A: Adult Education Management & Administration (001)**

B: \_\_\_\_\_

C: \_\_\_\_\_

D: \_\_\_\_\_

Number of courses to be deleted from course inventory: **0**

If no courses are being deleted, how will they be used? **AEMA Master of Education degree (082)**

Number of students still enrolled in each option: **50**

How will students in deleted option(s) be accommodated? **They will be grandfathered from the option (033/001) to the stand-alone AEMA degree program (082)**

Funds available for reallocation: ☒ No ☐ Yes

If yes, which departments/programs will receive the reallocated funds? \_\_\_\_\_

If no funds are available for reallocation, how will funds be used? **They will be transferred to the stand-alone AEMA degree program.**

List courses that will be deleted from course inventory:

**None**

Reason for requested action (attach no more than one page if space provided is inadequate) **The Adult Education Management & Administration (AEMA) option under secondary education has been modified to a stand-alone major for the Master of Education. The AEMA (082) stand-alone Master of Education major was approved by RUSO (11/4/16 meeting) and OSRHE (2/2/17 meeting).**



## NORTHEASTERN STATE UNIVERSITY

OFFICE *of the* PRESIDENT

DATE: March 24, 2017

TO: Regent Connie Reilly, Chair  
Educational Excellence Committee  
Regional University System of Oklahoma

FROM: Steve Turner, President

SUBJECT: Educational Excellence Committee Agenda Items

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

### Substantive Changes - Program Modifications:

**Political Science (069):** Faculty propose removing POLS 4953 Senior Seminar: The Research Process from the Political Science core. The guided elective categories will be divided and changed from "American Institutions and Politics" to "American Institutions" and "Political Behavior" categories. Students will be required to take six (6) hours in the political behavior category which will increase major course requirements from 36 to 39 hours, but will not increase overall degree requirements.

**Psychology (072):** This request involves a degree designation change and program modification change involving curriculum. Faculty members propose changing NSU's current Psychology degree from a Bachelor of Arts to a Bachelor of Science degree and changing the CIP code from 42.0101 to 42.2799 to better align the program with other STEM disciplines. The current curriculum includes an emphasis in experimental psychology which is consistent with other B.S. programs at similar institutions in the state and the region. Students who wish to pursue careers in experimental/research psychology and those interested in attending medical school will benefit from earning a B.S. degree.

### Existing Programs Via Electronic Delivery

**Higher Education Leadership, M.S. (052):** Faculty request permission to offer this program via electronic delivery to meet the needs of working professionals.

**General Studies, B.G.S. (132):** Faculty request permission to offer this program via electronic delivery to meet the needs of working adults.

Thank you for your consideration of these program modifications. If you have any questions, please contact me or Dr. Arant.

Enclosures

cc: Dr. Mark Arant, Provost and Vice President for Academic Affairs  
Dr. Pamela Fly, Associate Vice President for Academic Affairs

**Request for Program Modification  
Oklahoma State Regents for Higher Education**

Institution submitting request: Northeastern State University

Contact person: Dr. Mark Arant

Title: Provost and Vice President, Academic Affairs

Phone number: 918-444-2060

Current title of degree program (Level II): Bachelor of Arts

Current title of degree program (Level III): Political Science

State Regent's three-digit program code: 069

Degree Granting Academic Unit: College of Liberal Arts

With approved options in: A. \_\_\_\_\_  
B. \_\_\_\_\_  
C. \_\_\_\_\_  
D. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete ONLY the appropriate page(s).

- ☐ (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: [Signature] Date: 3/21/17

Date of Governing Board Approval: \_\_\_\_\_



*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: **Political Science, B.A. (069)**

**(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):

Faculty propose removing POLS 4953 Senior Seminar: The Research Process from the Political Science core. The guided elective categories will be divided and changed from "American Institutions and Politics" to "American Institutions" and "Political Behavior" categories. Students will be required to take six (6) hours in the political behavior category which will increase major course requirements from 36 to 39 hours, but will not increase overall degree requirements.

Number of new courses being added to course inventory:	<u>0</u>
List new courses being added to the course inventory:	<u>N/A</u>
Number of courses being deleted from course inventory:	<u>0</u>
List courses being deleted from the course inventory:	<u>N/A</u>

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

In most semesters, there are not enough graduating seniors for the POLS 4953 Senior Seminar: Research Process course to make so faculty have to offer the course as an

independent study. Removing the course as a requirement will still allow it to be offered as needed, but will facilitate program completion by replacing it. The category of "American Institutions and Politics" has grown too large, so most majors only get a small sampling of what is a very important category. By splitting it into two categories-- "American Institutions" and "Political Behavior"--and requiring six hours in each, students will get a more substantive portion of courses in both areas.

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.

Current Curriculum	Proposed Curriculum
<p><b>Political Science Core (18 hrs)</b>            POLS 2313 Intro. to International Relations            POLS 2353 Introduction to Comparative Politics            POLS 2713 Introduction to State and Local Government            POLS 2813 Introduction to Political Theory            POLS 3083 Scope and Methods of Political Science            POLS 4953 POLS Senior Seminar: The Research Process</p>	<p><b>Political Science Core (15 hrs)</b>            POLS 2313 Intro. to International Relations            POLS 2353 Introduction to Comparative Politics            POLS 2713 Introduction to State and Local Government            POLS 2813 Introduction to Political Theory            POLS 3083 Scope and Methods of Political Science</p>
<p><b>American Institutions and Politics (select 6 hrs)</b>            POLS 2623 Public Policy            POLS 3513 Legislative Process            POLS 3543 American Presidency            POLS 4183 Political Propaganda            POLS 4213 Political Parties            POLS 4233 Interest Groups in U.S. Politics            POLS 4253 Public Opinion and Political Behavior            POLS 4283 Campaigns and Elections            POLS 4293 Political Communication and the Media            POLS 4633 Public Personnel Administration            POLS 4653 Public Finance and Budgeting            POLS 4733 Constitutional Law I            POLS 4833 Constitutional Law II</p>	<p><b>American Institutions (select 6 hrs)</b>            POLS 2623 Public Policy            POLS 3513 Legislative Process            POLS 3543 American Presidency            POLS 4213 Political Parties            POLS 4233 Interest Groups in U.S. Politics            POLS 4633 Public Personnel Administration            POLS 4653 Public Finance and Budgeting            POLS 4733 Constitutional Law I            POLS 4833 Constitutional Law II</p>
<p><b>Political Theory (Select 3 hrs)</b>            POLS 4533 Contemporary Political Theory            POLS 4543 Philosophy of Law            POLS 4573 American Political Thought</p>	<p><b>Political Behavior (select 6 hrs)</b>            POLS 4183 Political Propaganda            POLS 4253 Public Opinion and Political Behavior            POLS 4283 Campaigns and Elections            POLS 4293 Political Communication and the Media</p>
<p><b>International Relations &amp; Comparative Politics (Select 6 hrs)</b>            POLS 4153 Regional Politics            POLS 4163 Political Development            POLS 4413 American Foreign Policy            POLS 4603 Topics in Global Issues</p>	<p><b>Political Theory (Select 3 hrs)</b>            POLS 4533 Contemporary Political Theory            POLS 4543 Philosophy of Law            POLS 4573 American Political Thought</p>
<p><b>International Relations &amp; Comparative Politics (Select 6 hrs)</b>            POLS 4153 Regional Politics            POLS 4163 Political Development            POLS 4413 American Foreign Policy            POLS 4603 Topics in Global Issues</p>	<p><b>International Relations &amp; Comparative Politics (Select 6 hrs)</b>            POLS 4153 Regional Politics            POLS 4163 Political Development            POLS 4413 American Foreign Policy            POLS 4603 Topics in Global Issues</p>
<p><b>Major Electives (3 hrs)</b>            Three hours of 3000/4000 level Political Science.</p>	<p><b>Major Electives (3 hrs)</b>            Three hours of 3000/4000 level Political Science.</p>
<p><b>Major Total = 36 hours</b></p>	<p><b>Major Total = 39 hours</b></p>

# **Request for Program Modification**

## ***Oklahoma State Regents for Higher Education***

Institution submitting request: **Northeastern State University**

Contact person: **Dr. Mark Arant**

Title: **Provost and Vice President, Academic Affairs**

Phone number: **918-444-2060**

Current title of degree program (Level II): **Bachelor of Arts**

Current title of degree program (Level III): **Psychology**

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

Degree Granting Academic Unit: **College of Education**

With approved options in: A. \_\_\_\_\_

B. \_\_\_\_\_

C. \_\_\_\_\_

**TYPE OF REQUEST:** Check all appropriate types of changes and complete **ONLY** the appropriate page(s).

- ☐ (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: **3/22/17**

Date of Governing Board Approval: \_\_\_\_\_

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

Institution submitting request: **Northeastern State University**

Current program name and/or degree designation and State Regents' three-digit code of program to be modified:

**Psychology, B.A. (072)**

**(3) PROGRAM NAME CHANGE AND/OR DEGREE DESIGNATION CHANGE:**

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

Proposed program name (Level III) (if different): **no change**

Proposed degree designation to be conferred (Levels I and II) (if different):

**Bachelor of Science**

Will requested change affect curriculum? ☐ No ☒ Yes

*If yes, please also complete a Program Requirement Change form. Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.*

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 funds will be expended (if explanation exceeds space provided, attach no more than one page).*

Reason for requested action:

Faculty members propose changing NSU's current Psychology degree from a B.A. to a B.S. degree. The current curriculum includes an emphasis in experimental psychology which is consistent with other B.S. programs at similar institutions in the state and the region. Students who wish to pursue careers in experimental/research psychology and those interested in attending medical school will benefit from earning a B.S. degree. In addition, faculty request re-classifying this degree with STEM approved CIP code (42.2799) to better align the program with other STEM disciplines and allow faculty and students to pursue external funding and other opportunities available only to STEM programs. Classifying this degree as a STEM discipline will strengthen recruitment and retention for science-oriented students.

*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:

**Psychology, B.A. (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):

Faculty propose removing the capstone course (PSYC 4903 Psychology Capstone) from course  
requirements, reducing the core by three credit hours (from 28 to 25). In concert with this change, faculty  
propose therefore increasing the number of psychology electives that students take by three credit hours  
(from 15 to 18) to keep the total number of hours needed for the major at 43.

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

List new courses being added to the course inventory: **N/A**

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

List courses being deleted from the course inventory: **N/A**

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

Faculty believe that the research and synthesis goals for this course can be better met as part of other  
courses within our 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.

Current Curriculum	Proposed Curriculum
<b>Psychology Core (28 hrs)</b> PSYC 1113 Introduction to Psychology PSYC 2023 Life-Span Development PSYC 3553 Psychological Statistics PSYC 3574 Experimental Psychology with Lab PSYC 4043 Physiological Psychology PSYC 4513 History and Systems of Psychology PSYC 4903 Psychology Capstone	<b>Psychology Core (25 hrs)</b> PSYC 1113 Introduction to Psychology PSYC 2023 Life-Span Development PSYC 3553 Psychological Statistics PSYC 3574 Experimental Psychology with Lab PSYC 4043 Physiological Psychology PSYC 4513 History and Systems of Psychology
<b>Select 6 credit hours from the following courses:</b> (Courses not taken as core electives may count toward the 15 hours of upper level psychology electives.) PSYC 3453 Cognitive Psychology PSYC 3463 Theories of Learning PSYC 4153 Abnormal Psychology PSYC 4563 Psychology of Personality PSYC 4673 Social Psychology	<b>Select 6 credit hours from the following courses:</b> (Courses not taken as core electives may count toward the 15 hours of upper level psychology electives.) PSYC 3453 Cognitive Psychology PSYC 3463 Theories of Learning PSYC 4153 Abnormal Psychology PSYC 4563 Psychology of Personality PSYC 4673 Social Psychology
<b>Psychology Electives (15 hrs)</b> PSYC 3213 Psychology as a Career and Profession PSYC 3223 Psychology of the Minority Experience PSYC 3233 Industrial and Organizational Psychology PSYC 3243 Introduction to Counseling PSYC 3323 Psychology of Adolescence PSYC 3353 Positive Psychology PSYC 3401 Honors Research I PSYC 3402 Honors Research II PSYC 3453 Cognitive Psychology PSYC 3463 Theories of Learning PSYC 4033 Behavior Analysis and Management PSYC 4053 Psychology of Human Resource Development PSYC 4133 Psychology of Infancy and Childhood PSYC 4153 Abnormal Psychology PSYC 4223 Mental Tests and Measurements PSYC 4323 Sensation & Perception PSYC 4343 Psychology of Human Sexuality PSYC 4363 Adult Development and Aging PSYC 4401 Honors Research IV PSYC 4402 Honors Research III PSYC 4420 Directed Study & Readings PSYC 4450 Special Topics in Psychology PSYC 4470 Directed Research PSYC 4523 Psychological Consumer Behavior PSYC 4563 Psychology of Personality PSYC 4673 Social Psychology	<b>Psychology Electives (18 hrs)</b> PSYC 3213 Psychology as a Career and Profession PSYC 3223 Psychology of the Minority Experience PSYC 3233 Industrial and Organizational Psychology PSYC 3243 Introduction to Counseling PSYC 3323 Psychology of Adolescence PSYC 3353 Positive Psychology PSYC 3401 Honors Research I PSYC 3402 Honors Research II PSYC 3453 Cognitive Psychology PSYC 3463 Theories of Learning PSYC 4033 Behavior Analysis and Management PSYC 4053 Psychology of Human Resource Development PSYC 4133 Psychology of Infancy and Childhood PSYC 4153 Abnormal Psychology PSYC 4223 Mental Tests and Measurements PSYC 4323 Sensation & Perception PSYC 4343 Psychology of Human Sexuality PSYC 4363 Adult Development and Aging PSYC 4401 Honors Research IV PSYC 4402 Honors Research III PSYC 4420 Directed Study & Readings PSYC 4450 Special Topics in Psychology PSYC 4470 Directed Research PSYC 4523 Psychological Consumer Behavior PSYC 4563 Psychology of Personality PSYC 4673 Social Psychology



**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:

**052, Higher Education Leadership, M.S.** \_\_\_\_\_

Date of Letter of Intent \_\_\_\_\_ **December 15, 2016** \_\_\_\_\_

Date of Governing Board Approval \_\_\_\_\_

Signature of President: \_\_\_\_\_  Date: 3/22/17

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**

Northeastern State University has been previously approved to offer online programs. Responses begin with section **3.16.12 Approval of Subsequent Online Programs**.

**3.16.12 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. (State Regents' policy 3.16.11.B.2)

The learning management system Blackboard will be the primary delivery method. Tools within Blackboard will be used, such as Bb Ultra, a web-conferencing tool, and discussions boards, to encourage student to student and student to teacher interaction. In addition, wikis, surveys, online videos, and quizzes will further facilitate learning. NSU instructors

teaching online courses must complete the online educator certification program through the Center for Teaching and Learning.

### 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. (State Regents' Policy 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 (State Regents' Policy 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.

The request for a change in the mode of delivery to online is in response to students' interest in online courses and online programs. With enrollment in online courses increasing per year, it is important to modify modes of delivery to compete with other higher education institutions (Friedman, 2016). In addition, according to statistics gathered by the U.S. Department of Education (2014), interest and enrollment in 100% online programs has been steadily increasing. For example, there was a 2.7 percent increase in 100% online program enrollment between 2008 and 2012, and that percentage continues to climb with the implementation of more online programs. Lastly, research into online courses and online programs shows positive experiences and significant learning as compared to face to face classes (Boghikian-Whitby, S. & Mortagy, Y., 2016; Bonnici, L., Maatta, S., Klose, K., Julien, H., & Bajjaly, S., 2016). With online course delivery and online programs, a reality, a college degree is no longer bound by borders. The Higher Education Leadership program seeks to accommodate students in their quest of a graduate degree through online delivery.

A survey of current NSU Higher Education Leadership students and recent graduates of the Higher Education Leadership program identifies increased demand for the mode of program delivery to change to online. Regarding access to classes, the survey reveals 58% of respondents agree their jobs prevent them from taking face to face classes. In addition, a justification for online classes is reiterated when 78% state that online enhances learning. (See survey data below).

<b>HIEDL program be delivered online</b>			
	<b>N</b>	<b>%</b>	<b>Combined</b>
<b>Strongly Agree</b>	21	27.27%	50.65%
<b>Agree</b>	18	23.38%	
<b>No Opinion</b>	17	22.08%	22.08%
<b>Disagree</b>	15	19.48%	27.27%
<b>Strongly Disagree</b>	6	7.79%	
	77	100.00%	100.00%

Profession prevents me from taking F2F			
	N	%	Combined
Strongly Agree	26	33.77%	58.44%
Agree	19	24.68%	
No Opinion	1	1.30%	1.30%
Disagree	26	33.77%	40.26%
Strongly Disagree	5	6.49%	
	77	100.00%	100.00%

Prefer to Learn Online			
	N	%	Combined
Strongly Agree	14	18.18%	58.44%
Agree	31	40.26%	
No Opinion	2	2.60%	2.60%
Disagree	24	31.17%	38.96%
Strongly Disagree	6	7.79%	
	77	100.00%	100.00%

HIEDL Graduates since 2013 currently employed at:

- University of Oklahoma
- Oklahoma State University
- Northeastern State University
- Rogers State University
- University of Tulsa
- Oral Roberts University
- Tulsa Community College
- Tulsa Technology Center
- Northeast Technology Center
- Oklahoma State University Institute of Technology
- Kiamichi Technology Center

This is in addition to several out-of-state universities and a few out-of-state public schools. Also, our HIEDL graduates are employed in at least **five tribal governments**. Additionally, we have HIEDL graduates employed by non-education state agencies, non-profits, and for-profit businesses.

Current NSU Higher Education Leadership program graduates work in student services, admissions and enrollment, student recruitment, and academic advising at community colleges and universities in Oklahoma. Additionally, several current graduates are employed in higher education positions while pursuing doctoral degrees to further advance their higher education careers into administrative and leadership positions. All of these graduates directly support the Oklahoma

educational system through their knowledge of educational leadership and their dedication to students, which directly affect the success of higher education in Oklahoma.

Boghikian-Whitby, S., & Mortagy, Y. (2016). Student preferences and performance in online and face-to-face classes using Myers-Briggs Indicator: A longitudinal quasi-experimental study. *Issues in Informing Science & Information Technology*, 13, 89-109. Retrieved from <http://informingscience.org/>

Bonnici, L. J., Maatta, S. L., Klose, K. M., Julien, H., & Bajjaly, S. (2016). Instructional style and learner-centered approach: A cross-institutional examination of modality preference for online course delivery in a graduate professional program. *Studies in Higher Education*, 41(8), 1389-1407. doi:10.1080/03075079.2014.977860

Friedman, J. (2016, February 9). Study: Enrollment in online learning up, except at for-profits. *U.S. News & World Report*. Retrieved from <https://www.usnews.com/education/online-education/articles/2016-02-09/study-enrollment-in-online-learning-up-except-at-for-profits>

U.S. Department of Education, National Center for Education Statistics. (2014). Table 311.22: Number and percentage of undergraduate students taking distance education or online classes and degree programs, by selected characteristics: Selected years, 2003-04 through 2011-12. In U.S. Department of Education, National Center for Education Statistics (Ed.), *Digest of Education Statistics* (2014 ed.). Retrieved from [https://nces.ed.gov/programs/digest/d15/tables/dt15\\_311.22.asp?current=yes](https://nces.ed.gov/programs/digest/d15/tables/dt15_311.22.asp?current=yes)

## 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. (State Regents' Policy 3.16.11.B.7)

Funds already allocated for the Higher Education Leadership program will be used to deliver the program through electronic delivery.

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

During the past five years the number of majors ranged from 25 to 44 students (continuous increase) with an average of 39 active majors per year. Degree completions averaged 11 per year in the same time period with ever increasing numbers of completers. Faculty predict that the addition of electronic delivery will increase the number of students within existing funding structures and instructional resources.

**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.

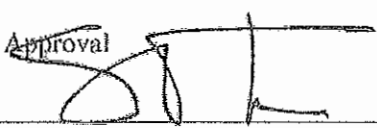
Institution submitting request: Northeastern State University

State Regents' three-digit program code and Program name of the program: \_\_\_\_\_

132-Bachelor of General Studies (BGS)

Date of Letter of Intent December 15, 1016

Date of Governing Board Approval 

Signature of President:  Date: 3/22/17

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**

**NOTE:** NSU has previously been granted approval to offer online programs. Responses begin with section 3.16.12 *Approval of Subsequent Online Programs*.

**3.16.12 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. (State Regents' policy 3.16.11.B.2)

Online courses will be delivered through Blackboard, the learning management system for NSU. Students are provided collaboration tools to encourage shared learning. Students also have multiple methods for interacting with faculty within the learning management system. NSU instructors teaching online courses must complete the online educator certification program through the Center for Teaching and Learning.

**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. (State Regents' Policy 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 (State Regents' Policy 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.

**Student Demand.** The number of majors in the program over the last five years ranges from 160-180, and the number of graduates ranges from 75-85, indicating high demand. The program requires that students be over 21 years old, have completed over 50 credit hours, and have a 2.0 GPA or better. This program provides a path to graduation for several types of students. One is the student who has had some success at school but has had difficulty settling on a major. The program also serves students who left school at some point and are returning to finish a degree. A third type is the student who already started a career and needs a degree to advance in the workplace. Another trend is the student who is preparing for pre-professional school and would like to obtain a bachelor's degree before entering that program.

Offering the BGS in an online format will allow students the ability to complete a bachelor's degree in a more flexible delivery style. Online cores in the areas of Justice Studies, Health Care Administration, Hospitality and Tourism Management, Information Systems, Marketing, Management, Organizational Leadership, Technology, or Social & Behavioral Sciences will offer several cores for a degree tailored to the needs of the student.

**Employer Demand.** According to "Workforce Oklahoma Occupational Outlook 2018, professional & business services are projected to gain more than 33,000 jobs between 2008 and 2018, expanding by almost 18 percent." "Complete College America" predicts that by 2020, 59% of the jobs will require a career certificate or college degree. For states to compete, their students must earn more degrees and certificates. The Bachelor of General Studies provides opportunities for majors to develop effective skills and abilities for a variety of positions within the job market.

**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. (State Regents' Policy 3.16.11.B.7)

Because the program relies on faculty budgeted under other programs, there are no direct instructional costs for the BGS. No funding will be required as part of this request for approval for electronic delivery.

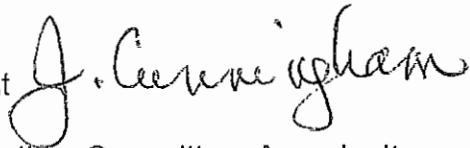
Provide productivity goals related to the cost and funding of the proposed program.

No funding will be required as part of this request for approval for electronic delivery.

**OFFICE OF THE PRESIDENT**

**Date:** March 23, 2017

**To:** Regional University System of Oklahoma  
Facilities Planning and Construction Committee  
Connie Reilly, Chair

**From:** Dr. Janet Cunningham, President 

**Re:** Facilities Planning and Construction Committee Agenda Items –  
April 6, 2017

Please place Northwestern Oklahoma State University on the Facilities Planning and Construction Committee agenda for the April 6, 2017, meeting of the Regional University System of Oklahoma Board of Regents for the following item:

**Information Item**

Update and discussion regarding proposed agreement with the Independent School District Number 57 (Enid Public Schools). This collaborative effort would allow the public school to construct a state-of-the art building on land owned by Northwestern Oklahoma State University in Enid to house the EPS/NWOSU Cooperative Early Childhood Center. An agenda item will be submitted at the June board meeting to approve and sign a lease agreement with Enid Public Schools for this unique project.

TO: Board of Regents of the  
Regional University System of Oklahoma  
Lake Carpenter, Chair

FROM: Randy L. Beutler, President

DATE: March 24, 2017

SUBJECT: Facilities Stewardship Committee Agenda Items  
– April 7, 2017

Please place Southwestern Oklahoma State University on the Facilities Stewardship Committee agenda for the April 7, 2017, Board of Regents of the Regional University System of Oklahoma meeting regarding the following items:

- **Rogers Hall Renovation Project #665-0020**

**Project Description:**

Request for Rogers Hall Renovations of \$4,400,000 and architect selection was approved at the November 6, 2015, RUSO Board Meeting.

Request for approval of initial funding and Bond Reimbursement Resolution was approved at the January 29, 2016, RUSO Board Meeting.

Request for approval of a change in scope and budget was approved at the RUSO Board Meeting in September, 2016. This approval increased the budget for the project from \$4,400,000 to \$4,900,000.

Request for change in budget approval from \$4,900,000 up to \$5,750,000. The low bids for this project totaled \$5,750,000, this amount includes architecture fees and demolition. We are value engineering these bids in order to issue change orders to reduce the total cost of the project.

**Requested Funding Approval:** Original approval \$4,900,000, requested increase to \$5,750,000

**Budget Breakdown:** Increase; Construction \$850,000



**Congruent with Capital Master Plan:** Yes

**Revenue Sources:** Request to transfer Residence Life funds of \$850,000 to transfer to Section 13 Construction account.

- **Bond Refinancing**

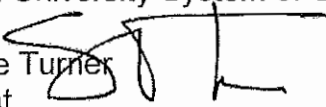
SWOSU is requesting permission to refinance its outstanding Master Equipment Lease Bonds, Series 2007A, which has \$1,225,000 in refundable outstanding par a remaining term of 10 years. The proposed Series 2017C Bonds provided will not extend or alter the original terms of the bonds. The original Series 2007A Bonds provided funding for energy improvement projects including HVAC equipment, control systems and lighting upgrades for the majority of campus buildings. The approximate net present value savings is 78,802 or 6.433% of refunded par; this savings may continue to fluctuate until the bonds are actually sold. SWOSU will continue making lease payments from operating funds from the Education and General (E&G) Budget.



NORTHEASTERN STATE UNIVERSITY  
OFFICE *of the* PRESIDENT

**DATE:** March 24, 2017

**TO:** Mark Stansberry, Facilities Stewardship Committee Chair  
Regional University System of Oklahoma

**FROM:** Dr. Steve Turner  
President 

**SUBJECT:** Facilities Stewardship Committee Agenda Items–April 2017

**1. Project #485-0073 - Repairs and Renovations to Campus Buildings**

- Project Description: Science Building Mechanical System Replacement Request permission to design, bid, and award to the lowest responsible bidder, building mechanical system replacement. This Project was originally board approved September of FY15 Item C. for \$135,000 Science Facility Fee. After research and re-engineering of the existing system we discovered that the original intent of the project would not fully address the deficiencies of the system. We request approval to correct the system design flaws that have repeatedly failed in the building. The original system design was completed when the building was built in 2007 and has had numerous failures caused by various parts of the system freezing and ultimately bursting pipes and components. This renovation will correct those design flaws and create an energy efficient and lower maintenance operating system.
- Requested Funding Approval: \$518,000 (*previously approved \$135,000, new project funding \$383,000*)
- Budget Breakdown: Renovation/Repairs
- Revenue Source(s): \$243,000 - Science Facility Fee, \$275,000 – Infrastructure Fee

**Informational:**

**2. Project #485-0073 - Repairs and Renovations to Campus Buildings**

- Project Description: Bagley Hall - Replace existing chiller
- Requested Funding Approval: \$75,000
- Budget Breakdown: Renovation/Repairs
- Congruent with Facility Master Plans or Strategic Plans: Yes
- Revenue Source(s): Section 13 (600) Fund

**3. Project #485-0073 – Repairs and Renovations to Campus Buildings**

- Project Description: University Center Underground Food Court - Renovation to Chick-fil-A
- Requested Funding Approval: \$98,500
- Budget Breakdown: Renovation
- Congruent with Facility Master Plans or Strategic Plans: Yes
- Revenue Source(s): \$84,800 – University Center Facilities Fee, \$13,700 – Sodexo Capital Investment.

**4. Project #485-0073 - Repairs and Renovations to Campus Buildings**

- Project Description: Tahlequah Community Room of the Event Center - Install a sound/dividing wall
- Requested Funding Approval: \$35,000
- Budget Breakdown: Addition
- Congruent with Facility Master Plans or Strategic Plans: Yes
- Revenue Source(s): Section 13 (600) Fund

**5. Project #485-0063 - General Housing Maintenance and Repair**

- Project Description: General maintenance and repair to housing facilities
- Requested Funding Approval: \$40,000
- Budget Breakdown: Renovation/Repairs
- Congruent with Facility Master Plans or Strategic Plans: Yes
- Revenue Source(s): Housing Capital Reserve



Date: April 6, 2017  
To: Board of Regents of the Regional University System of Oklahoma Facilities  
Stewardship Committee Chair, Mark Stansberry  
From: President Don Betz

University of Central Oklahoma

February 2017 Facilities Stewardship Committee

1. Request for Approval:

a. **Project # 120-0008 Liberal Arts Renovation and Addition**

Request approval to pursue a construction delivery method of either design, bid, and construct (previously approved November 4, 2016), or Construction Management at Risk.

b. **Project # 120-0013 Parking, Sidewalks, Lights & Landscaping**

Project Description: Request approval for award of the new Parking Lot 13 for construction of approximately 73 parking spaces at University Drive and First Street to the job order contractor in an amount not to exceed \$550,000

Requested Funding Approval: \$550,000

Budget Breakdown: \$550,000 construction costs

Job Order Contractor: Yes, job order contracts in an amount not to exceed \$550,000. Job order contractor as approved 02/19/2016 with contract terms 02/23/2016 through 02/22/2021

Congruent with Facility Master Plan or Strategic Plan?: Yes

Revenue Sources: Auxiliary Enterprise, Transportation and Parking Funds

**c. Electronic Door Hardware and Access Control**

The University of Central Oklahoma requests approval to obligate funds to install electronic door hardware and access control on campus buildings.

This project will enhance the safety and security of the campus community by installing door hardware that will allow for a campus lock-down. Additionally, this project will increase the efficiency of existing operations by providing scheduled and automated locking and unlocking where exterior doors are manually locked and unlocked each day.

This project is to be awarded to Blackboard, an existing campus security vendor, under Oklahoma statute 74 O.S. §85.1 et seq. § 85.45j, where Blackboard is designated a sole brand acquisition. The costs will be incurred in an order and sequence that meets the University budget in the coming fiscal years.

The first phase of this project requires an infrastructure or "head-end" cost of \$40,000. The additional costs are on a building-by-building and door by door basis and include the cost of wiring, hardware, installation and set-up in a turn-key project methodology. These costs will be phased over several years.

Source: Auxiliary, E&G, and College Fees as budget allows.....\$2,200,000

**2. Ratification Items: None to Report**

**3. Change Orders:**

**a. Project # 120-0033 Heat and Air Condition – Plant & Campus Buildings Equipment**

Project Description: Approve Change Order # 1 in the amount of \$90,751 for the South Central Plant for items including: additional utility work related to the tie-in of the new central plant loop as well as relocation of existing City of Edmond utilities located on the site. This change order will increase the contract amount to \$10,924,036.

Budget Breakdown: \$90,751

Revenue Sources: Currently available project funds associated with the Oklahoma System of Higher Education Master Lease Program supported by savings realized through a performance contract.

4. Informational Items:

a. **Project # 120-0032 Sports Complex Facilities**

Project Description: Change Order # 1 through # 8 in the cumulative amount of \$92,115 for the Softball Field Improvements project for costs associated with changes to the scope of work.

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

Project Description: Alpha Building Corporation, Inc. was awarded \$245,000 for the reconstruction of six shower/toilet rooms at Murdaugh Hall to include demolition of existing failed ceramic tile walls and shower drains and installation of new shower pans and drains, installation of ceramic tile and corrections to bathroom ceilings

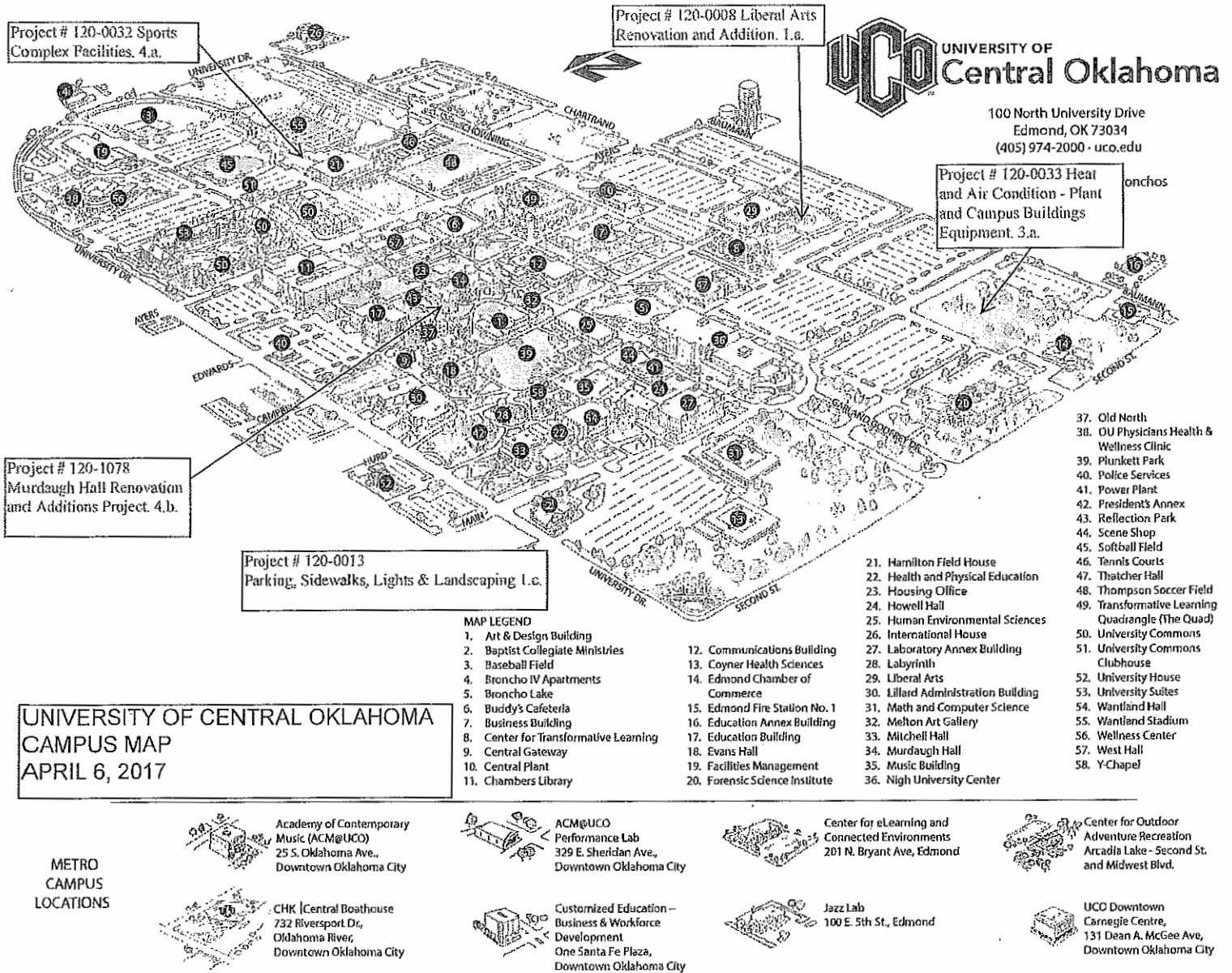
Job Order Contractor: Alpha Building Corporation, Inc., in the amount of \$245,000. Job Order Contractor approved 02/19/2016 with a contract term 02/23/2016 through 02/22/2021

Attached: Campus Map

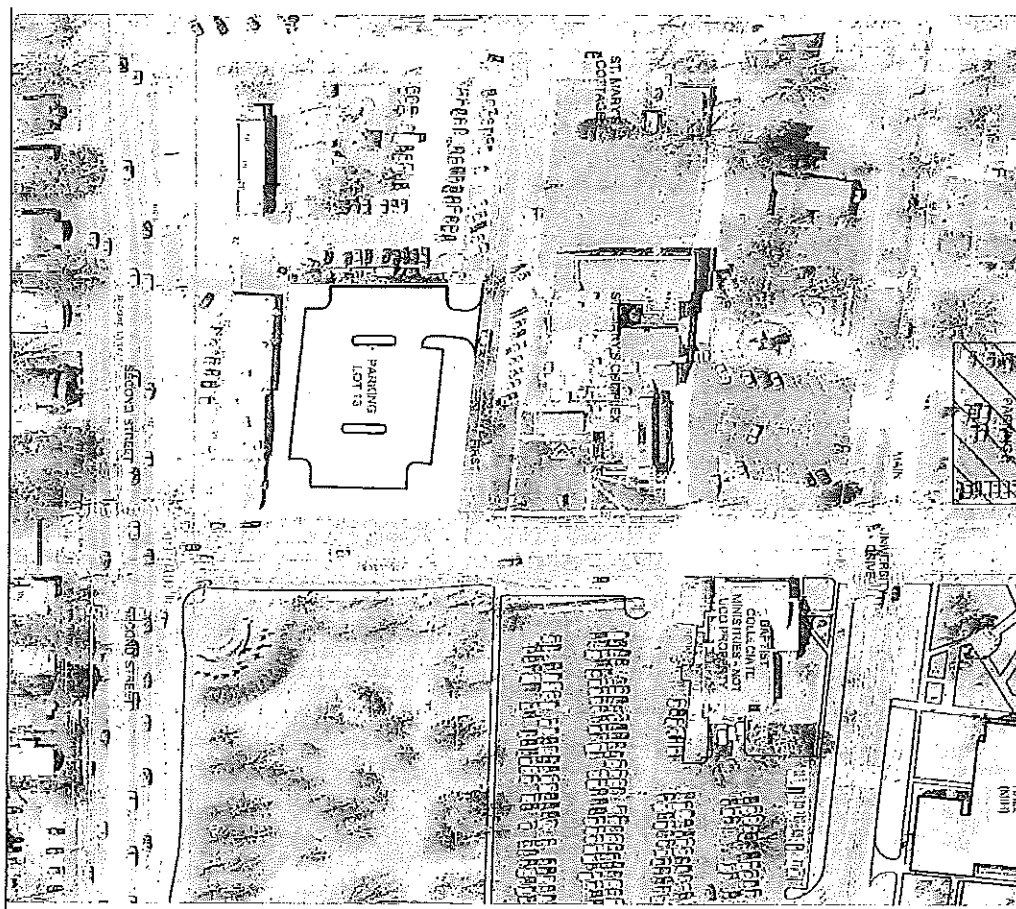
Lot 13 Site Plan

South Central Plant Change Order Form (RUSO) CO # 1

Softball Field Improvements Change Order Form (RUSO) CO # 1-8



<p><b>SITE PLAN</b></p> <p>Scale: NTS</p>	<p><b>University of Central Oklahoma</b> <b>Lot 13 Site Plan</b></p>	 0 25' 50' 100' SCALE	<p><b>UCO</b></p> <p>23 MAR 2017</p>
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Page 1 Of 1  
Prepared by: Kevin Freeman  
6-Apr-17

**Contractor:** Johnson Controls, Inc.

Original Contract Amount: \$10,833,285

Approval Date: 24-Jul-15

**Final Inspection Date:** TBD

**Final Contract Amount:** TBD

[illegible]

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.

3/22/2017, 9:19 AM

Page 1 Of 1  
Prepared by: Kevin Freeman  
6-Apr-17

Final Contract Amount: TBD

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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**Proposed Policy Revisions to the RUSO Policy Manual**

**2.3 EXPENDITURES.**

**2.3.1 Supplies, Materials, Services and Equipment.** The university president and his or her designees are authorized to purchase supplies, materials, services, equipment or other appropriate items in accordance with the policies and procedures of the university as well as the minimum criteria established in the Expenditures policy.

- a) All purchases must be for a public purpose. Purchases which constitute gifts to a non-public or private entity are unauthorized.
- b) The universities shall not make any expenditure which is prohibited by law.
- c) The value of a purchase equals the cost of an individual item or the cost of a bulk purchase of similar items from a vendor.

Split purchasing for the purpose of avoiding bidding or Board approval or notice requirements is prohibited.

Purchases relating to public construction and improvement contracts are covered by the Public Competitive Bidding Act of 1974, 61 O.S. §101 et. seq.

- d) Bidding requirements do not apply to purchases made at or below the current pricing of: a state or federal contract; a state or federal governmental entity contract; an existing contract awarded by a state college or university, or an educational purchasing consortium contract. Professional services, as defined by Oklahoma Statutes (see 18 O.S. § 803), sole source or sole brand items, items placed by direct order with the prison industries of the Oklahoma Department of Corrections, and items which are statutorily exempt from bidding are not required to be bid.
- e) Each university must maintain written internal procedures and adequate file documentation which are consistent with these policies and which include procedures for purchases which may be based on informal quotations and procedures for purchases that must be bid. This documentation must include, but is not limited to, collection of non-collusion affidavits for items which are competitively bid, and other attachments and documents supporting bids and quotations, pricing of existing contracts, and bid exceptions.

- f) The Board encourages continuing professional development for university employees with responsibilities for purchasing and encourages membership in professional purchasing associations and participation in the information networks available through such associations.

**2.3.2 Purchases of \$50,000 or less.**

- a) A purchase of \$50,000 or less is covered by university internal policies and procedures which may include formal bidding, informal quotation, or other prudent business practices.
- b) A purchase of \$50,000 or less is not required to be reported to the Board.

**2.3.3 Purchases exceeding \$50,000 but not over \$150,000.**

- a) A purchase exceeding \$50,000 but not over \$150,000 must be reported to the Board as an informational item.
- b) A purchase exceeding \$50,000 must be competitively bid.

**2.3.4 Purchases exceeding \$150,000.**

- a) A purchase exceeding \$150,000 must have prior approval from the Board.
- b) A purchase exceeding \$150,000 must be competitively bid.

**2.3.5 Sole Source Purchases.** Each university may purchase from a sole source or sole brand only after reasonable efforts have been made to identify all possible sources. When purchases are made from a sole source, the university shall sign a sole source statement and document in writing the justification for the purchase from a sole source.

**2.3.6 Exceptions.** The following items are not required to be bid or reported to the Board:

- a) Library books and Media
- b) Utilities
- c) ~~Agency special account operations (700-series)~~
- d) University memberships
- e) State Risk Management premiums
- f) Aircraft and aircraft related parts
- g) Livestock

**3.1.2 Types of Appointments to Faculty.** The regular faculty holds one of six types of appointments:

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. ~~The procedures for dismissal of tenured faculty are covered in this chapter.~~

**RATIONALE:** this sentence is not necessary and we should avoid making multiple references to the same policy.

### **3.1.7 Full- and Part-Time Appointments**

- 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. ~~Compensation is determined at the university level.~~

**RATIONALE:** compensation was not referenced for any other type of appointment and this seemed unnecessary.

**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:

**RATIONALE:** inserting "minimum" here allowed us to be less wordy later.

- a) Professor: An earned doctorate degree awarded by a regionally accredited 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) Associate Professor: An earned doctorate degree awarded by a regionally accredited or 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) Assistant Professor: 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 graduate hours.
- d) Instructor An earned degree awarded by a regionally accredited or internationally recognized institution.
- e) Others 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 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.

**RATIONALE:** [moved from 3.2.6 Other criteria]

**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 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. ~~Exceptions may be made by the university president.~~

**RATIONALE:** we will have one exception reference at the end.

~~**3.2.5 Educational and Experience Requirements.** The educational and experience requirements delineated above do not imply that attainment of given educational qualifications and/or experience requirements shall be the sole criteria for granting rank or promotion in rank.~~

**RATIONALE:** this became necessary after 3.2.6 was moved to directly after the delineation of those requirements

~~**3.2.6 Other Criteria.** 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.~~

**RATIONALE:** this was not eliminated, just moved to the end of 3.2.2

~~**3.2.7 Reduction in Rank.** No person presently employed shall suffer reduction in rank as a result of the operation of these policies.~~

**RATIONALE:** unnecessary.

**3.2.8 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.

**RATIONALE:** just a clarification

**3.2.9 Exceptions.** Exceptions to criteria and experience requirements for promotion in rank may be recommended made by the President.

**RATIONALE:** clarifies the extent of the president's authority to make exceptions.

**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 criteria criterion consistent with the mission of the academic unit.



**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, 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.

**RATIONALE:** This addition will give the individual universities the ability to establish a process to form additional tenure committees to fit the needs of their university.

**3.4 DISCIPLINARY ACTION AND DISMISSAL.** (Continued)

**3.4.6 Appeal Procedures for Tenured Faculty.**

g) The 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 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.

**RATIONALE:** clarifies the Board's authority to use a hearing officer.

## **5.8 DRUG FREE SCHOOL AND WORKPLACE.**

### **5.8.1 Drug Free Workplace.**

**Purpose.** The federal Drug-Free Workplace Act enacted into law in 1988 requires that any entity seeking to be considered to receive a grant from any federal agency, and any entity seeking to be awarded a contract for the procurement of any property or services of a value of \$100,000 or more from any federal agency, certify to the Federal granting or contracting agency that it will provide a drug-free workplace. The Board, in support of this anti-drug abuse legislation, and recognizing that drug abuse in the workplace is a concern regardless of any connection with federal funds, hereby establishes the following Drug-Free Workplace Policy and requires each university under its governance to effectuate this policy immediately as to all university employees.

**Establishment of Program.** Each university under the governance of the Board shall establish a drug-free awareness program to inform employees about:

- a) the dangers of drug abuse in the workplace;
- b) the university's policy of maintaining a drug-free workplace;
- c) any available drug counseling, rehabilitation and employee assistance programs that are available either through the university or through any third-party assistance programs in the area; and
- d) the penalties that may be imposed upon employees for drug abuse violations.

**Minimum Implementation Measures.** At a minimum, each university under the governance of the Board shall:

- a) ~~Publish and post in each department of the university~~ a written statement containing the following information:
  - 1) a notification that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in all university areas;
  - 2) a description of the actions that will be taken against employees for violations of such prohibitions; and
  - 3) a notification that as a condition of employment employees will abide by the terms of the statement and notify the university in writing of any state or federal drug statute conviction for a violation occurring in any university area no later than five (5) days after such conviction;

- b) Require that each university employee be personally given a copy of the statement required in paragraph as of this section. Each such employee shall be required to acknowledge receipt of such statement by signing and returning a copy of same to the university;
- c) Designate appropriate supervisory and administrative personnel who will be responsible for identifying all university employees engaged in the performance of federal grants and contracts, for obtaining signed statements from all university employees, and for submitting those statements to the university official(s) in charge of maintaining personnel records for appropriate retention. Such supervisory and administrative personnel shall be responsible for obtaining and submitting their own statements to such record keeping official(s);
- d) Designate appropriate supervisory and administrative personnel to have the responsibility to personally meet with and explain the university's drug-free workplace policy to all university employees;
- e) Designate appropriate supervisory and administrative personnel to be responsible for and who shall provide timely written notification (within ten days of knowledge) to appropriate federal granting or contracting agencies when a university employee engaged in the performance of federal grants and contracts is convicted under any state or federal criminal drug statute for misconduct in the workplace. Such written notice shall be provided within ten (10) calendar days after learning of the conviction and shall include the number of each affected federal contract or grant and the convicted employee's position title;
- f) Impose an appropriate administrative sanction (up to and including dismissal) on any employee so convicted, within thirty (30) days of knowledge of such conviction, or require the satisfactory participation in a drug abuse assistance or rehabilitation program approved for such purposes by the university;
- g) Make a good faith and continuous effort to maintain a drug-free workplace by taking the steps enumerated for federal compliance certification of a university drug-free workplace.

**Employee Responsibility.** All university employees shall sign and return to the university the statement referred to in this policy and, if convicted under state or federal criminal drug statutes for misconduct in the workplace, as a condition of continued employment shall notify his/her immediate supervisor in writing and, if applicable, federal grant or contract supervisor, of such conviction within five (5) days of the conviction.

**Sanctions.**

- a) Refusal, failure or neglect by any university employee to sign and return the written statement referred to in this policy shall be deemed an act of insubordination and will subject the employee to appropriate disciplinary action.
- b) The administrative sanction for failure to timely report a workplace related state or federal criminal drug statute conviction by such an employee, or for a workplace related criminal drug statute conviction by an employee which has been timely reported to the university may include any sanction up to and including dismissal from employment.
- c) In all instances where a university employee is not dismissed from employment, and as a condition to continued employment, has been required to satisfactorily participate in a drug abuse assistance or rehabilitation program, such program must be approved by the university. Any such employee must provide to the university a signed statement attesting as to the employee's successful participation in the university-approved drug abuse assistance or rehabilitation program.
- d) With or without the existence of a workplace related state or federal criminal drug statute conviction, if an employee is found at any time to have violated the university drug-free workplace policy, he/she may be disciplined and/or referred for counseling and treatment as set forth in general university disciplinary policies.
- e) Administrative sanctions as set forth in this policy shall be imposed by the university within thirty (30) days of notification or awareness of the employee's workplace related criminal drug statute conviction.

**Definitions.**

- a) "Controlled Substance" means any controlled substance set forth in Schedules I through IV of Section 202 of the federal Controlled Substances Act (21 U.S.C. Sec. 812, as amended). Such controlled substances include, but are not limited to cocaine, marijuana, opiates, amphetamines and barbiturates.
- b) "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of federal or state criminal drug statutes.

- c) "Criminal Drug Statute" means any criminal drug statute involving manufacture, distribution, dispensation, use or possession of any controlled substance.
- d) "Employee" means any person receiving pay through the university payroll system.

TO: Board of Regents of the  
Regional University System of Oklahoma  
Lake Carpenter, Chair

FROM: Randy L. Beutler, President

DATE: March 24, 2017

SUBJECT: Audit & Finance Committee Agenda Items  
– April 7, 2017

Please place Southwestern Oklahoma State University on the Audit & Finance Committee agenda for the April 7, 2017, Board of Regents of the Regional University System of Oklahoma meeting regarding the following items:

- **Request permission to transfer up to \$850,000 from Fund #765 (Residence Life Revenue Fund) to Fund #295 (Section 13 Fund) for the Rogers Hall Dormitory renovation project which would require a budget revision to the Section 13 Fund.**

**FY-2017 Audit Engagement Letter**

March 29, 2017

To the Governance and Management of the Regional University System of Oklahoma

We are pleased to confirm our understanding of the services we are to provide Regional University System of Oklahoma ("RUSO") for the year ended June 30, 2017. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of East Central University, Northeastern State University, Northwestern Oklahoma State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University, University of Central Oklahoma and the Administrative Office, as of and for the year ended June 30, 2017. We will also audit the basic financial statements of the Supplemental Retirement Annuity Plan (the "SRA"), the Postemployment Healthcare Plan Trust (the "OPEB Trust"), and the Pension Trust of the President of the University of Central Oklahoma (the "UCO President's Trust") which comprise the Statement of Fiduciary Net Position as of June 30, 2017 and the related Statements of Changes in Fiduciary Net Position and the related notes to the financial statements of the SRA, the OPEB Trust, and the UCO President's Trust as of and for the year ended June 30, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the RUSO, the SRA, the OPEB Trust and the UCO President's Trust's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the RUSO, the SRA, the OPEB Trust, and the UCO President's Trust's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis;
- 2) Oklahoma Teacher's Retirement System Schedule;
- 3) Schedule of Funding Progress of Other Post Employment Insurance Benefits;
- 4) Schedule of Changes in Net Pension Liabilities and Related Ratios for the Supplemental Retirement Annuity;
- 5) Schedule of Changes in Net Pension Liabilities and Related Ratios for the Retirement Plan for the President of University of Central Oklahoma; and
- 6) Schedule of Employer Contributions.

We have also been engaged to report on supplementary information other than RSI that accompanies the financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements



or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements:

- 1) Combining Statements of Net Position;
- 2) Combining Statements of Revenues, Expenses, and Changes in Net Position; and
- 3) Combining Statements of Cash Flows

We will also prepare composite financial index and other related ratios for the year ended June 30, 2017.

### Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose. If during our audit we become aware that the RUSO, the SRA, the OPEB Trust, or the UCO President's Trust are subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that the audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records of the RUSO, the SRA, the OPEB Trust, and the UCO President's Trust, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our single audit. Our reports will be addressed to the Board of Regents of RUSO and the Governance of the SRA. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the single audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or

we may withdraw from this engagement.

### **Audit Procedures—General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a single audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### **Audit Procedures—Internal Control**

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance

internal control related matters that are required to be communicated under American Institute of Certified Public Accountants professional standards, *Government Auditing Standards*, and the Uniform Guidance.

### **Audit Procedures—Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of RUSO, the SRA, the OPEB Trust, and the UCO President's Trust's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the OMB *Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of RUSO's major programs. The purpose of these procedures will be to express an opinion on RUSO's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

### **Other Services**

We will also assist in preparing the composite financial index and other related ratios, and related notes of RUSO in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

### **Management Responsibilities**

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes) and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management,

(2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual,

preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

#### **Engagement Administration, Fees, and Other**

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

We will provide copies of our reports to Oklahoma State Auditor & Inspector; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Arledge & Associates, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to U.S. Department of Education or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Arledge & Associates, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the U.S. Department of Education. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our total fee for the June 30, 2017 audit is \$297,295, this fee is broken down as follows: SRA and OPEB Trust \$12,600, East Central University \$43,920, Northeastern State University \$49,220, Northwestern Oklahoma State University \$39,445, Southeastern Oklahoma State University \$47,425, Southwestern Oklahoma State University \$41,165, University of Central Oklahoma \$55,470 and Administrative Office \$8,050. This fee includes the preparation of composite financial index and other related ratios and all out-of-pocket expenses (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not issued our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

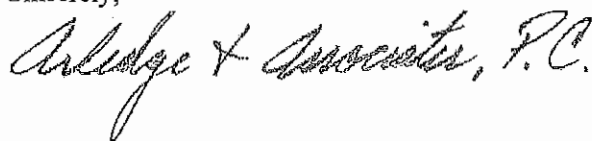
Because our Engagement Letter provides ongoing access to the accounting and business advice you need on a fixed-price basis, you are not inhibited from seeking timely advice from us. While the fixed price entitles you to unlimited consultation with us, if your questions or issues require additional research and analysis beyond consultation, that work will be subject to an additional price negotiation before the service is to be

performed, an Addendum to the Engagement Letter will be issued before delivery of the additional service is to be performed, with payment terms agreed to in advance. By virtue of signing this document, you have indicated that your reporting entity has been appropriately defined, all trial balances will be reasonably adjusted, your key accounts will be reconciled, unusual transactions, significant financial estimates and disclosures have been communicated to us prior to the date at the top of this letter. Also you have indicated that the entity has competent personnel in key financial positions and there has been no turnover in the accounting/finance department. If we find that the facts are different for any of the preceding assumptions, we will negotiate an Addendum to the Engagement Letter and negotiate a new engagement fee before we issue our final report.

To the extent that you utilize outside consultants to supplement your accounting and finance department and produce various schedules and reports, please note that by virtue of signing this document you have indicated that their work will be timely and reliable. Should we find that their work is other than timely and/or reliable, we will negotiate an Addendum to the Engagement Letter and determine a new engagement fee and payment arrangement before we issue our final report.

We appreciate the opportunity to be of service to RUSO, the SRA, the OPEB Trust, and the UCO President's Trust and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,



Arledge & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of Regional University System of Oklahoma.

Management signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Governance signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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

Regent Lake Carpenter  
Regional University System of Oklahoma  
Landmark Towers  
3555 Northwest 58<sup>th</sup>, Suite 320  
Oklahoma City, OK 73112

Dear Regent Carpenter:

The recommendation of Southeastern Oklahoma State University is as follows:

**I. PERSONNEL**

**A. FACULTY PROMOTIONS**

The following faculty members have been approved for advancement in rank beginning with the 2017/2018 academic year:

**From Assistant Professor to Associate Professor**

***Dr. Jeremy Blackwood, Department of Music***

***Dr. Fendrich Clark, Department of Art, Communication and Theatre***

***Dr. Tristan Eggner, Department of Music***

***Dr. Courtney Kernek, Department of Management and Marketing***

***Dr. Ying Chou Lin, Department of Accounting and Finance***

**From Associate Professor to Professor**

***Dr. Aaron Adair, Department of Art, Communication and Theatre***

***Dr. Teresa Golden, Department of Biological Sciences***

***Dr. Brad Ludrick, Department of Biological Sciences***

***Mr. Jack Ousey, Department of Art, Communication and Theatre***

**B. RECOMMENDATIONS FOR TENURE**

The following faculty members are recommended for tenure effective with the beginning of the 2017/2018 academic year:

***Dr. Jeremy Blackwood, Department of Music***

***Dr. Fendrich Clark, Department of Art, Communication and Theatre***

***Dr. Tristan Eggner, Department of Music***

***Dr. Courtney Kernek, Department of Management and Marketing***

***Dr. Ying Chou Lin, Department of Accounting and Finance***

***Dr. Ning Wu, Department of Biological Sciences***



**Less Than Four Years**

<b>Name</b>	<b>Rank</b>	<b>Department</b>
Atchley, Ms. Laura	Asst. Professor	Behavioral Sciences
Barry, Ms. Brianna	Instructor	Health, Physical Education & Recreation
Bond, Ms. Tascha	Instructor	Art, Communication & Theatre
Bressler, Dr. Linda	Professor	Accounting and Finance
Burks, Mr. Charles	Instructor	Health, Physical Education & Recreation
Dawson, Mr. Gregory	Asst. Professor	Henry G. Bennett Memorial Library
Durham, Mr. Jacob	Asst. Professor	Aviation Sciences Institute
Gamble, Ms. Kelly	Instructor	English, Humanities & Languages
Heavener, Mr. John	Instructor	Health, Physical Education & Recreation
Hembrough, Dr. Tara	Asst. Professor	English, Humanities & Languages
Hogan, Dr. Kathleen	Asst. Professor	Educational Instruction & Leadership
Jensen, Dr. Crystal	Asst. Professor	Educational Instruction & Leadership
Madewell, Dr. Amy	Asst. Professor	Behavioral Sciences
Nannestad, Dr. Joshua	Asst. Professor	Music
Nichols, Ms. Mellena	Instructor	Occupational Safety and Health
Richards, Dr. Rhonda	Asst. Professor	Accounting and Finance
Rogers, Ms. Courtney	Instructor	Health, Physical Education & Recreation
Stubbs, Dr. Kate	Instructor	Music
Wages, Dr. Michele	Asst. Professor	Educational Instruction & Leadership

**Four To Seven Years**

Atterberry, Mr. Jeremy	Instructor	Health, Physical Education & Recreation
Bowen, Mr. Ryan	Instructor	Health, Physical Education & Recreation
Chen, Dr. Han Sheng	Asst. Professor	Accounting and Finance
Doyal-Meyer, Ms. Rebecca	Instructor	English, Humanities & Languages
Green, Mr. Kelly	Instructor	Health, Physical Education & Recreation
Leird, Mr. Rodney	Asst. Professor	Management & Marketing
Levins, Mr. Wayne	Instructor	Occupational Safety and Health
Nottingham, Dr. Mary	Asst. Professor	Educational Instruction & Leadership
Quinn, Mr. Ryan	Instructor	Health, Physical Education & Recreation
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	Health, Physical Education & Recreation
Delashaw, Ms. Corlyss	Instructor	Social Sciences
Faubion, Mr. Ronald	Instructor	Health, Physical Education & Recreation
Grover, Mr. Darin	Instructor	Health, Physical Education & Recreation
Howard, Mr. Robert	Instructor	Management and Marketing
Mendenall, Ms. Josie	Instructor	Biological Sciences
Metheny, Mr. Terry	Instructor	Health, Physical Education & Recreation
Shires, Dr. Wilma	Asst. Professor	English, Humanities & Languages
Speer, Mr. Chad	Instructor	Health, Physical Education & Recreation
Thomas, Ms. Sandra	Asst. Professor	Henry G. Bennett Memorial Library
Van Bebber, Mr. John	Asst. Professor	Aviation Sciences Institute
Willman, Mr. Scott	Instructor	Health, Physical Education & Recreation



**D. NON-REAPPOINTMENT**

**Dr. Larry Acker**, Director of University Marketing, has been notified of non-reappointment prior to March 1, 2017, for the next academic year (2017-2018).

School of Arts and Sciences

**Mr. Adrian Haywood**, Instructor in the Department of Health, Physical Education and Recreation, has been notified of non-reappointment prior to March 1, 2017, for the next academic year (2017-2018).

**II. Academic Service Fees**

NEW:

Collaborative Music Fee

PROPOSED

\$100 per course

**IMPORTANT NOTE: Amount Revision**  
This fee amount was originally submitted in error for the February 2017 meeting as \$50 per course. It should be listed as \$100 per course.

*Fee is used to offset the cost of full-time collaborative pianist/accompanist including work with performance ensembles and student solo performance as mandated by NASM, and additional performance requirements.*

*MUS 2510; MUS 4510; MUS 5510; MUS 1470.1; MUS 1430.1; MUS 4410.2; MUS 4410.3; MUS 1411.1; MUS 4401.1; MUS 1420.1*

Sincerely,



Sean Burrage  
President

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**  
**RESOLUTION**

**WHEREAS, DR. STEVENSON SMITH**, John Massey Endowed Chair and Professor of Accounting, has served Southeastern Oklahoma State University for 10 1/2 years with honor and distinction and retired effective January 3, 2017; and

**WHEREAS, DR. STEVENSON SMITH**, faithfully served the *Regional University System of Oklahoma* by committee memberships and participation on the Institutional Assessment Committee, and the Academic Council; and

**WHEREAS, DR. STEVENSON SMITH**, served the John Massey School of Business by his membership and contributions to the AACSB Oversight Committee, the Curriculum Management and Assurance of Learning Committee, the Public Affairs Committee, the Graduate Council, his Fulbright Scholar Award to Croatia, and through his service as Department Chair; and

**WHEREAS, DR. STEVENSON SMITH**, brought distinction and honor to himself and to Southeastern Oklahoma State University by publishing in refereed national journals, giving numerous scholarly presentations at academic conferences, and publishing textbooks in the field of Forensic and Investigative Accounting; and

**NOW, THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **DR. STEVENSON SMITH** the honorary title of “**Professor of Accounting Emeritus**” and extends to him an expression of accommodation and appreciation for his many contributions to the success of Southeastern Oklahoma State University and wishes for him 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. STEVENSON SMITH**

Adopted by the *Regional University System of Oklahoma* this 17<sup>th</sup> day of February, 2017.

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Lake Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary



Office of the President

1100 E. 14th Street, PMB P-8 Ada, OK 74820-6999  
(580) 559-5213 ~ (580) 932-1623 FAX

Attachment E  
Page 1 of 12

## East Central University

March 27, 2017

Dear Chair Carpenter and Members of the Board:

The recommendations of East Central University are as follows:

### I. PERSONNEL

#### A. ACTING PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

In accordance with Board policy, East Central University requests permission to appoint **Dr. Adrianna Lancaster**, as Acting Provost and Vice President for Academic Affairs, effective March 1, 2017, at an academic salary rate of \$129,000. The position was vacated by my change in roles. Dr. Lancaster will remain in the position while the university conducts a national search for a permanent Provost/VPAA.

Dr. Lancaster currently serves as East Central's Assistant Vice President for Academic Affairs and Dean of the Graduate School, which she assumed in 2015 and 2013, respectfully. She will also maintain her current responsibilities with and oversight of the Center for Teaching and Learning. Dr. Lancaster is also an Associate Professor of Education with tenure in the Education Department.

Dr. Lancaster earned her Bachelor of Arts in English from East Central University in 1990. From Texas Woman's University, she earned her Master of Library Science in 1992, and her Doctor of Philosophy in Library and Information Studies in 1997.

Dr. Lancaster came to East Central University in February 2003 as Assistant Director of the Center for Continuing Education and added the role of Director of Distance Education in July 2003. She became Acting Director of Learning Services (Library) and Distance Education in July 2004 and Director of Linscheid Library and Distance Education in spring of 2006. Based upon outstanding performance between 2006 and 2013, she was promoted to Dean of Linscheid Library and Distance Learning on July 1, 2012. She continues to excel in her leadership in all areas.

**East Central University**

**B. FACULTY APPOINTMENTS**

**MS. AMBER BEAMAN** has been appointed to a permanent, non-tenure track position as an Instructor/Librarian. Her annualized salary will be \$36,080, effective February 20, 2017.

Ms. Beaman earned her Bachelor of Arts in English Literature and Creative Writing from Winthrop University in 2015. She is completing her Master of Library Science and Information Studies from the University of Oklahoma in December of 2017.

Since 2011, Ms. Beaman has served as an instructional designer, a graduate research assistant at the University of Oklahoma working with the Western History Collection, and as a cataloging assistant at the Sam Noble Museum of Natural History.

**MS. ROZALIN ROARK** has been appointed to a permanent, non-tenure track position as an Instructor in Kinesiology. Her academic salary for the FY 2017-2018 will be \$35,750, with a start date of August 1, 2017.

Ms. Roark holds a Bachelor of Science in Kinesiology: Exercise Science (December 2011) and a Master of Education: Secondary Education – Sports Administration (December 2013), both from East Central University. Ms. Roark has served in a temporary capacity as an instructor in the Kinesiology Department during the 2016-2017 year filling the position previously held by Delany Galloway who resigned July 2016.

**MS. MARLA ROSS** has been appointed to a permanent, non-tenure track position as an Instructor/Librarian. Her annualized salary will be \$36,080, effective March 7, 2017 .

Ms. Ross holds a Bachelor of Science in Human Development and Family studies (2013) and a Master of Library Science and Information Studies (2016), both from the University of North Texas.

Since 2015, Ms. Ross has been employed with the Ray County Library in Richmond, MO and as a graduate teaching assistant at the University of North Texas where she worked with distance learners.

**East Central University**

**C. CHANGE IN TITLE**

**DR. SCOTT BARTON**, Professor of History and Native American Studies, has been named as the Chair of the Department of History and Native American Studies, beginning July 1, 2017. He is assuming the responsibilities from Dr. Bradley Clappitt who resigned as department chair, effective June 30, 2017. He will continue as faculty in the department. Dr. Barton's annual salary for FY 2018 will increase by \$1,200 for a total of \$66,428.

**DR. BRADLEY R. CLAPPITT**, Associate Professor and Chair of the Department of History and Native American Studies, has resigned as Department Chair effective June 30, 2017. He is being replaced by Dr. Scott Barton. Dr. Clappitt will continue as faculty in the Department of History and Native American Studies and his FY 2018 annual salary will be decreased by \$1,200 for a total of \$54,328.

**DR. MARC KLIPPENSTINE**, Associate Professor of Psychology and Interim Chair of the Psychology Department, has been named Chair of the Psychology Department. Dr. Klippenstine has served as the interim chair since January 1, 2017. He will continue as faculty in the department and his annual salary for the FY 2017-2018 academic year will increase by \$600 for a total of \$50,122.

**D. SALARY ADJUSTMENT**

**MEGAN DILDAY**, Instructor of Nursing, completed her Master of Science in Nursing in December 2016. Pursuant to her original appointment, she is to receive a \$7,000 salary adjustment upon completion of her master's degree. This will be paid in 2 increments of \$3,500 which will increase her FY17 salary from \$41,750 to \$45,250 and is to be paid from February through June 2017. The remaining \$3,500 will be added to her FY18 annual salary, bringing the total to \$48,750, beginning July 1, 2017.

**E. RESIGNATIONS**

**DR. JOY D. PATTON**, Assistant Professor and Department Chair, Human Resources and Director of Social Work, has resigned as Department Chair of Human Resources effective February 1, 2017 and has resigned her position as faculty effective July 31, 2017.

**East Central University****F. RETIREMENT WITH RESOLUTION**

**DR. THOMAS W. LANIS**, Associate Professor, Business Administration, Stonecipher School of Business, has submitted his retirement effective June 30, 2017. Dr. Lanis was employed at ECU in 1997.

**G. PROMOTION IN RANK (effective 2017-2018 academic year)**

Name Department	From (Rank)	To (Rank)
Dr. Steven Phillips, Communications and Performance Studies	Assistant Professor	<b>Associate Professor</b>
Dr. Santa Velez, Department of Psychology	Assistant Professor	<b>Associate Professor</b>
Dr. Joshua Grasso, Department of English and Languages	Associate Professor	<b>Professor</b>
Dr. Charles Crittall, Department of Chemistry	Associate Professor	<b>Professor</b>

**H. TENURE**

In accordance with Board policy, the following persons are recommended for tenure effective with the 2017-2018 academic year.

Name	Rank	Department
Dr. Mary Harper	Assistant Professor	Mathematics
Dr. Santa Velez	Assistant Professor	Psychology

**East Central University****I. REAPPOINTMENT OF NON-TENURED FACULTY**

In accordance with Board policy, the following persons will be retained on a tenure track basis for the 2017-2018 year.

<u>Name</u>	<u>Rank</u>	<u>Department</u>
Dr. Eric Ananga	Assistant Professor	Political Science/Legal Studies
Mr. Gary Batzloff	Assistant Professor	Art
Dr. Terrie Becerra	Assistant Professor	Sociology
Mr. Nathaniel Berman	Assistant Professor	Music
Dr. Stacey Bolin	Assistant Professor	Business Administration
Ms. Kristy Calloway	Assistant Professor	Nursing
Dr. Christopher Campbell	Assistant Professor	Psychology
Dr. Michael Copeland	Assistant Professor	Human Resources
Ms. Samantha Dillehay	Assistant Professor	Mass Communication
Dr. Preston Draper	Assistant Professor	Political Science/Legal Studies
Dr. Jennifer Dorsey	Assistant Professor	English and Languages
Mr. John Dougherty	Assistant Professor	Art
Dr. Ellen Harwell	Assistant Professor	Psychology
Dr. Alisha Howard	Assistant Professor	Biology
Dr. Nicolas Jacob	Assistant Professor	Mathematics
Ms. 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

**East Central University**

Dr. Steven Pedersen	Assistant Professor	English and Languages
Dr. Michael Pelosi	Assistant Professor	Computer Science
Dr. Sarah Peters	Assistant Professor	English and Languages
Dr. Jason Prather	Assistant Professor	Kinesiology
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. Vladimir Ufimtsev	Assistant Professor	Computer Science
Dr. George Wang	Assistant Professor	Biology
Dr. Dustin Williams	Assistant Professor	Psychology

**J. REAPPOINTMENT OF NON-TENURE TRACK FACULTY**

In accordance with Board policy, we will retain the following faculty members for the academic year 2017-18.

<u>Name</u>	<u>Rank</u>	<u>Department</u>
Ms. Rochelle Bailey	Lecturer	Human Resources
Ms. Amber Beaman	Instructor	Linscheid Library
Ms. Allison Collins	Instructor	Nursing
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/ Performance Studies
Mr. Bruce Hartley	Instructor	Communication/Performance Studies
Ms. Dana Jordan	Instructor	Education
Mr. Jeffrey Jordan	Instructor	Nursing
Ms. Amanda Hoffpauir	Instructor	Nursing
Ms. Susan Ingram	Instructor	Communication/Performance Studies



**East Central University**

Ms. Julie Lee	Instructor	Accounting
Ms. Jan Long	Instructor	Family and Consumer Sciences
Mr. Brian Lorance	Instructor	Kinesiology
Ms. Casey Lowry	Instructor	Linscheid Library
Ms. Nancy McClain	Instructor	Mathematics
Ms. Kesa McDonald	Instructor	Mathematics
Ms. Janet Nelson	Instructor	Nursing
Ms. Annie Oldenburg	Instructor	Mass Communication
Mr. Thomas Parr	Assistant Professor	Human Resources
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/Performance Studies
Ms. Mary Ann Remshardt	Lecturer	Nursing
Ms. Marla Ross	Instructor	Linscheid Library
Ms. Susan Shalver	Instructor	Nursing
Ms. Lisa Sheffield	Instructor	Human Resources
Ms. Jennifer Snell	Instructor	Education
Ms. Shelly Spangler	Instructor	Nursing
Mr. Randall Stone	Instructor	Accounting
Ms. Calantha Tillotson	Instructor	Linscheid Library
Ms. Amy Ward	Instructor	Human Resources
Ms. Martha Wilson	Instructor	Nursing
Ms. Holli Witherington	Instructor	Human Resources

**K. REAPPOINTMENT – NON TENURED FACULTY AFTER SEVEN YEARS**

In accordance with Board policy, we will retain the following faculty members for the academic year 2017-18.

<u>Name</u>	<u>Rank</u>	<u>Department</u>
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. Jillian McCarty	Instructor	Kinesiology
Mr. Jeff McGaha	Instructor	Kinesiology
Mr. Matt McGaha	Instructor	Kinesiology

**East Central University**

Ms. Debra Ollila	Instructor	Nursing
Ms. Viki Saidleman	Instructor	Nursing
Ms. Mary Kay Tarver	Instructor	Computer Science

**L. TEMPORARY APPOINTMENTS -- NON- RENEWAL**

The following persons will not be reappointed for the 2017-2018 academic year.

<u>Name</u>	<u>Rank</u>	<u>Department</u>
Ms. Kristen Byers	Instructor	Business Administration
Ms. June Caruthers	Instructor	Education
Ms. Kelby Pletcher	Lecturer	Music
Ms. Destiny Schaefer-Morgan	Lecturer	Human Resources
Ms. Jeanene Taylor	Instructor	Human Resources

**East Central University**

**II. GRANTS AND CONTRACTS**

East Central University has not received any new grants or contracts since the last Board Letter.

**East Central University**

**III. PURCHASES**

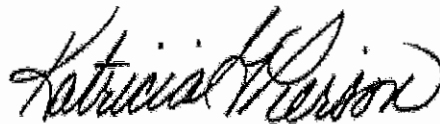
**The following purchases are being made in accordance with Board policy (over \$50,000 and under \$150,000):**

Laerdal Medical Corp for the purchase of medical equipment in the amount of \$52,981.07. (Grant)(Sole Source)

**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 Pierson". The signature is fluid and cursive, with the first name "Katricia" and last name "Pierson" clearly distinguishable.

Katricia G. Pierson, Ph.D.  
President

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

**RESOLUTION**

**WHEREAS, DR. THOMAS W. LANIS** has dedicated his life and devotion to education, community service; and

**WHEREAS, DR. LANIS** has spent time at East Central University as an assistant professor and associate professor in business administration since 1997 and an instructor of business administration from 1991-1993; and

**WHEREAS, DR. LANIS** has served as associate professor and the Gene A. Nelson Endowed Chair in Business Administration in ECU's Harland C. Stonecipher School of Business; and

**WHEREAS, DR. LANIS** has directed the Oscar L. Parker Center for the Advancement of Ethical Standards in Business and Society; and

**WHEREAS, DR. LANIS** served as chair of ECU's Department of Business Administration from 2005-2008; and

**WHEREAS, DR. LANIS** was promoted from assistant professor to associate professor in business administration at ECU in 2006; and

**WHEREAS, DR. LANIS** has taught advanced marketing courses such as Marketing Analytics and Strategy; Market Research, Professional Selling, and Promotional Policy in Marketing; and

**WHEREAS, DR. LANIS** has served as a graduate teaching assistant at Oklahoma State University from 1995-1997; instructor of marketing for Northeastern State University-Tulsa from 1993-1995; adjunct instructor of marketing at Oklahoma State from 1990-1991; and adjunct instructor of business at Southwestern College in Winfield, Kansas from 1990-1991; and

**WHEREAS, DR. LANIS** spent more than 10 years in industry as an independent manufacturers' representative in 1991; account representative for Metropolitan Life and Affiliated Companies in Tulsa from 1988-1996; vice president and marketing manager for Frontier Federal Savings and Loan in Ponca City, 1987-1988; assistant vice president and senior research analyst for Liberty National Bank and Trust Company in Oklahoma City 1984-1987 and corporate marketing and research manager for Liberty National Bank of Tulsa, 1980-1984; and

**WHEREAS, DR. LANIS** is currently an associate with Hanzon Solutions, a Chicago-based consulting firm; and

**WHEREAS, DR. LANIS** is a member of the Ada Chamber of Commerce; and

**WHEREAS, DR. LANIS** earned his Ph.D. in marketing, MBA and B.S. in business administration, all from Oklahoma State University; and

**NOW, THEREFORE, BE IT RESOLVED**, that the **Regional University System of Oklahoma** bestows upon **DR. THOMAS W. LANIS** the honorary title of “**Associate Professor Emeritus of Business Administration**” 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 Board of Regents of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to **DR. LANIS** in Ada, Oklahoma; and

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this 7<sup>th</sup> day of April, 2017.

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Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma



UNIVERSITY OF  
**Central Oklahoma**

University of Central Oklahoma

**Edmond, Oklahoma**

**April 7, 2017**

Board of Regents Regional University System of Oklahoma  
Landmark Towers  
3555 N.W. 58<sup>th</sup> 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 Business**

**Ms. Hongguo Wei** has been appointed as an **Assistant Professor** in the **Department of Management**. This is a full-time, tenure-track appointment, effective August 7, 2017 through May 8, 2018.

Ms. Wei's degrees are: Ph.D. (expected 2017), Organizational Behavior, Case Western Reserve University, Cleveland, OH; M.B.A. (2011) and B.S. (2008), Business Administration, Beijing Normal University, Beijing, China.

Her professional experiences include: Teaching Assistant (2) and Research Assistant (5), Case Western Reserve University, Cleveland, OH; Lecturer (1), Beijing Normal University, Beijing, China; and Human Resource Management Consultant (4), Kaisi Management Consulting Firm, Beijing, China.

Ms. Wei will be paid an annual salary of \$102,000.

**College of Liberal Arts**

**Ms. Jessica Appleby** has been appointed as an **Assistant Professor** in the **Department of Modern Languages**. This is a full-time, tenure-track appointment, effective August 7, 2017 through May 8, 2018.

Ms. Appleby's degrees are: Ph.D. (expected 2017), M.A. (2008), and B.A. (2006), French, University of Colorado, Boulder, CO; and Master in English Studies (2012), Université Paris 3 Sorbonne Nouvelle, Paris, France.

Her professional experiences include: Teaching Assistant/Graduate Instructor (7), University of Colorado, Boulder, CO; *Lectrice* (1), Université François Rabelais, Tours, France; and *Maître de Langues* (2), Université Paris 13 Nord Département d'Anglais, Villetaneuse, France.

Ms. Appleby will be paid an annual salary of \$51,111.

### **College of Mathematics and Science**

**Mr. Eric Eitrheim** has been appointed as an **Assistant Professor** in the **Department of Chemistry**. This is a full-time, tenure-track, appointment, effective August 7, 2017 through May 8, 2018.

Mr. Eitrheim's degrees are: Ph.D. (expected 2017), Chemistry, University of Iowa, Iowa City, IA; and B.A. (2012), Chemistry, Luther College, Decorah, IA.

His professional experiences include: Adjunct Faculty (0.5) and Tutor (3.5), Kirkwood Community College, Iowa City, IA; Designer/Instructor (0.5), Private Tutor (4), and Graduate Teaching Assistant (0.5), and Graduate Research Assistant (4), all at the University of Iowa, Iowa City, IA; Graduate Research Intern, Northstar Medical Radioisotopes (0.25), LLC, Madison, WI; and Graduate Intern (0.25), New Brunswick Laboratory, Chicago, IL.

Mr. Eitrheim will be paid an annual salary of \$58,003.

### **B. Resignations**

**Dr. Mary Ann Hubbard**, Assistant Professor in the **Department of Psychology**, has resigned, effective May 9, 2017. Dr. Hubbard has served the University of Central Oklahoma in a full-time capacity since 2015.

**Dr. Degan Kettles**, Assistant Professor in the **Department of Information Systems and Operations Management**, has resigned, effective May 9, 2017. Dr. Kettles has served the University of Central Oklahoma in a full-time capacity since 2012.

**Ms. Mary Barbara Lewis**, Instructor in the **Department of Curriculum and Instruction**, has resigned, effective May 9, 2017. Ms. Lewis has served the University of Central Oklahoma in a full-time capacity since 2014.

**Dr. Rukmini Ravikumar**, Professor in the **Department of Design** and Associate Dean of the **College of Fine Arts and Design**, has resigned, effective April 10, 2017. Dr. Ravikumar has served the University of Central Oklahoma in a full-time capacity since 2003.



### C. Retirements with Resolution

**Dr. Terry Clark**, Professor in the **Department of Mass Communication**, will retire his position, effective May 1, 2017. Dr. Clark has served the University of Central Oklahoma in a full-time capacity since 1990.

**Dr. Darian DeBolt**, Professor in the **Department of Humanities and Philosophy**, will retire his position, effective August 8, 2017. Dr. DeBolt has served the University of Central Oklahoma in a full-time capacity since 2001.

**Dr. Tomas de los Santos**, Professor in the **Department of Economics**, will retire his position, effective August 8, 2017. Dr. de los Santos has served the University of Central Oklahoma in a full-time capacity since 1991.

**Dr. Darrell Goudge**, Professor in the **Department of Marketing**, will retire his position, effective May 9, 2017. Dr. Goudge has served the University of Central Oklahoma in a full-time capacity since 1992.

**Dr. Pamela Kuzminski**, Professor in the **Department of Curriculum and Instruction**, will retire her position, effective May 9, 2017. Dr. Kuzminski has served the University of Central Oklahoma in a full-time capacity since 1994.

**Dr. Larry Lucas**, Associate Professor in the **Department of Mathematics and Statistics**, will retire his position, effective May 9, 2017. Dr. Lucas has served the University of Central Oklahoma in a full-time capacity since 2000.

**Dr. Charolette Myles-Nixon**, Professor in the **Department of Advanced Professional and Special Services**, will retire her position, effective July 1, 2017. Dr. Myles-Nixon has served the University of Central Oklahoma in a full-time capacity since 1989.

**Dr. Sue Sasser**, Professor in the **Department of Economics**, will retire her position, effective May 9, 2017. Dr. Sasser has served the University of Central Oklahoma in a full-time capacity since 2001.

**Ms. Gayle Singer-Farber**, Professor in the **Department of Art**, will retire her position, effective May 9, 2017. Ms. Singer-Farber has served the University of Central Oklahoma in a full-time capacity since 1998.

**Dr. Katherine Terrell**, Professor in the **Department of Accounting**, will retire her position, effective May 9, 2017. Dr. Terrell has served the University of Central Oklahoma in a full-time capacity since 1990.

**Dr. Robert Terrell**, Professor in the **Department of Accounting**, will retire his position, effective May 9, 2017. Dr. Terrell has served the University of Central Oklahoma in a full-time capacity since 1986.

**Dr. Pamela Washington**, Professor in the **Department of English** and Dean of the **College of Fine Arts and Design**, will retire her position, effective June 30, 2017. Dr. Washington has served the University of Central Oklahoma in a full-time capacity since 1989.

#### **D. Sabbatical Leaves**

**Dr. Sarah Kyle**, Associate Professor, Department of Humanities and Philosophy, has been granted a sabbatical leave for the 2017-2018 academic year. Dr. Kyle will conduct research in Venice and at the Institute for the Humanities at the University of Wisconsin-Madison for her next book, *The Mirror and the Key: the Roccabonella Herbal and Pharmacology in Renaissance Venice*.

Dr. Kyle has served UCO in a full-time capacity since 2010.

**Dr. Husam Mohamad**, Professor, Department of Political Science, has been granted a sabbatical leave for the 2017-2018 academic year. Dr. Mohamad will spend his sabbatical leave in Morocco teaching and furthering his research related to the Middle East.

Dr. Mohamad has served UCO in a full-time capacity since 1999.

#### **II. Executive Summary of Awards**

UCO has not been awarded any new contracts since the last Board Letter.

#### **III. Purchases for approval: None**

#### **IV. Informational Items from Purchasing**

- A.** Dell Marketing LP, Dell Latitude Laptops for use in collaborative classrooms:  
Source: E&G.....\$54,839

#### **V. Request to Obligate Funds**

- A.** The University of Central Oklahoma, Office of Information Technology requests permission to obligate funds for the FY2018 for annual hardware and software licenses and maintenance as follows:

Ellucian (Formerly SunGard SCT)	\$550,000
Desire2Learn (D2L Learning Management)	\$320,000
Oracle	\$303,100
Microsoft EES	\$153,000

Source: E&G.....\$1,326,100

Respectfully submitted,

Don Betz  
President

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. TERRY CLARK, Professor in the Department of Mass Communication** has served the University of Central Oklahoma with honor and distinction for a period of twenty-seven years; and

**WHEREAS, DR. TERRY CLARK,** will retire on May 1, 2017; and

**WHEREAS, DR. TERRY CLARK,** having served the University of Central Oklahoma for twenty-seven 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. TERRY CLARK's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. TERRY CLARK,** the honorary title of "**Emeritus Professor in the Department of 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. TERRY CLARK.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. DARIAN DEBOLT, Professor in the Department of Humanities and Philosophy** has served the University of Central Oklahoma with honor and distinction for a period of sixteen years; and

**WHEREAS, DR. DARIAN DEBOLT,** will retire on August 8th, 2017; and

**WHEREAS, DR. DARIAN DEBOLT,** having served the University of Central Oklahoma for sixteen 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. DARIAN DEBOLT's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. DARIAN DEBOLT,** the honorary title of "**Emeritus Professor in the Department of Humanities and Philosophy**" 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. DARIAN DEBOLT.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. TOMAS DE LOS SANTOS, Professor in the Department of Economics** has served the University of Central Oklahoma with honor and distinction for a period of twenty-six years; and

**WHEREAS, DR. TOMAS DE LOS SANTOS,** will retire on August 8th, 2017; and

**WHEREAS, DR. TOMAS DE LOS SANTOS,** having served the University of Central Oklahoma for twenty-six 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. TOMAS DE LOS SANTOS** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. TOMAS DE LOS SANTOS,** the honorary title of “**Emeritus Professor in the Department of Economics**” 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. TOMAS DE LOS SANTOS.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. DARRELL GOUDGE, Professor in the Department of Marketing** has served the University of Central Oklahoma with honor and distinction for a period of twenty-five years; and

**WHEREAS, DR. DARRELL GOUDGE,** will retire on May 9th, 2017; and

**WHEREAS, DR. DARRELL GOUDGE,** having served the University of Central Oklahoma for twenty-five 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. DARRELL GOUDGE's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. DARRELL GOUDGE,** the honorary title of "***Emeritus Professor in the Department of Marketing***" 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. DARRELL GOUDGE.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Carpenter Lake, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. PAMELA KUZMINSKI, Professor in the Department of Curriculum and Instruction**, has served the University of Central Oklahoma with honor and distinction for a period of twenty-three years; and

**WHEREAS, DR. PAMELA KUZMINSKI**, will retire on May 9, 2017; and

**WHEREAS, DR. PAMELA KUZMINSKI**, having served the University of Central Oklahoma for twenty-three 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. PAMELA KUZMINSKI's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. PAMELA KUZMINSKI**, the honorary title of "**Professor Emeritus in the Department of Curriculum and Instruction** " 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. PAMELA KUZMINSKI**.

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017**.

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. LARRY LUCAS, Associate Professor in the Department of Mathematics and Statistics** has served the University of Central Oklahoma with honor and distinction for a period of seventeen years; and

**WHEREAS, DR. LARRY LUCAS,** will retire on May 9, 2017; and

**WHEREAS, DR. LARRY LUCAS,** having served the University of Central Oklahoma for seventeen 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. LARRY LUCAS** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. LARRY LUCAS**, the honorary title of “**Emeritus Associate Professor in the Department of Mathematics and Statistics**” 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. LARRY LUCAS**.

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017**.

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary



**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. CHAROLETTE MYLES-NIXON, Professor in the Department of Advanced Professional and Special Services,** has served the University of Central Oklahoma with honor and distinction for a period of twenty-eight years; and

**WHEREAS, DR. CHAROLETTE MYLES-NIXON,** will retire on July 1<sup>st</sup>, 2017; and

**WHEREAS, DR. CHAROLETTE MYLES-NIXON,** having served the University of Central Oklahoma for twenty-eight 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. CHAROLETTE MYLES-NIXON's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. CHAROLETTE MYLES-NIXON,** the honorary title of "**Professor Emeritus in the Department of Advanced Professional and Special Services**" 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. CHAROLETTE MYLES-NIXON.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. SUE SASSER, Professor in the Department of Economics,** has served the University of Central Oklahoma with honor and distinction for a period of sixteen years; and

**WHEREAS, DR. SUE SASSER,** will retire on May 9th, 2017; and

**WHEREAS, DR. SUE SASSER,** having served the University of Central Oklahoma for sixteen 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. SUE SASSER's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. SUE SASSER,** the honorary title of "**Professor Emeritus in the Department of Economics**" 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. SUE SASSER.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

---

Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. GAYLE SINGER-FARBER, Professor in the Department of Art**, has served the University of Central Oklahoma with honor and distinction for a period of nineteen years; and

**WHEREAS, DR. GAYLE SINGER-FARBER**, will retire on May 9th, 2017; and

**WHEREAS, DR. GAYLE SINGER-FARBER**, having served the University of Central Oklahoma for nineteen 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. GAYLE SINGER-FARBER's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. GAYLE SINGER-FARBER**, the honorary title of "**Professor Emeritus in the Department of Art**" 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. GAYLE SINGER-FARBER**.

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017**.

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Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. KATHERENE TERRELL, Professor in the Department of Accounting,** has served the University of Central Oklahoma with honor and distinction for a period of twenty-seven years; and

**WHEREAS, DR. KATHERENE TERRELL,** will retire on May 9th, 2017; and

**WHEREAS, DR. KATHERENE TERRELL,** having served the University of Central Oklahoma for twenty-seven 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. KATHERENE TERRELL's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. KATHERENE TERRELL,** the honorary title of "**Professor Emeritus in the Department of Accounting**" 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. KATHERENE TERRELL.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. ROBERT TERRELL, Professor in the Department of Accounting** has served the University of Central Oklahoma with honor and distinction for a period of thirty-one years; and

**WHEREAS, DR. ROBERT TERRELL,** will retire on May 9th, 2017; and

**WHEREAS, DR. ROBERT TERRELL,** having served the University of Central Oklahoma for thirty-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. ROBERT TERRELL's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. ROBERT TERRELL,** the honorary title of "**Emeritus Professor in the Department of Accounting**" 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. ROBERT TERRELL.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017**

---

Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA**

**RESOLUTION**

**WHEREAS, DR. PAMELA WASHINGTON, Dean Emeritus of the College of Fine Arts and Design and Professor Emeritus in the Department of English,** has served the University of Central Oklahoma with honor and distinction for a period of twenty-eight years; and

**WHEREAS, DR. PAMELA WASHINGTON,** will retire on June 30th, 2017; and

**WHEREAS, DR. PAMELA WASHINGTON,** having served the University of Central Oklahoma for twenty-eight 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. PAMELA WASHINGTON's** many years of dedicated service deserve special recognition:

**NOW, THEREFORE, BE IT RESOLVED** that the Regional University System of Oklahoma bestows upon **DR. PAMELA WASHINGTON,** the honorary title of "**Dean Emeritus of the College of Fine Arts and Design and Professor Emeritus in the Department of English**" 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. PAMELA WASHINGTON.**

**ADOPTED** by the Regional University System of Oklahoma this **7th day of April, 2017.**

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Lake Carpenter, Chairman  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary

March 24, 2017

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

Dear Board Members:

The agenda items of Southwestern Oklahoma State University are as follows:

***I. PERSONNEL***

***A. FACULTY APPOINTMENTS***

***College of Arts & Sciences***

***Jessica Salmans*** has been appointed to a tenure track position as Assistant Professor in the Department of Art, Communication and Theatre in the College of Arts and Sciences at Southwestern Oklahoma State University effective August 18, 2017. Her salary for the nine-month appointment will be \$43,200.00. Ms. Salmans earned a Bachelor of Arts in Communication Arts with an emphasis in Theatre from Southwestern Oklahoma State University and a Master of Fine Art in Design from Florida State University. Her professional experience includes Assistant Professor of Theatre at Southwestern Oklahoma State University on a temporary one year contract, Speech & Drama Teacher/Theatre Director at Hefner Middle School in Oklahoma City, and Adjunct Instructor in Theatre Crafts, lecture and lab course at Pomona College in Claremont, CA.

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***B. CHANGE IN STATUS***

Dr. ***John Randall Barnett*** has been appointed to the Associate Dean position in the School of Behavioral Sciences and Education in the College of Professional and Graduate Studies at Southwestern Oklahoma State University effective February 1, 2017. His salary for the nine-month appointment will be \$64,003.00 which includes the chair stipend of \$3,200.00 for the Department of Psychology and the associate dean stipend of \$6,000.00 for the School of Behavioral Sciences and Education. Dr. Barnett has been a faculty member at Southwestern Oklahoma State University since 2008 and has served as chair of the Department of Psychology since 2012.

Dr. **Michael Dougherty** will step down as Chair of the Department of Mathematics at Southwestern Oklahoma State University effective June 30, 2017. He will continue as a faculty member.

Dr. **Robin Jones** will step down as Chair of the Department of Art, Communication and Theatre at Southwestern Oklahoma State University effective June 30, 2017. She will continue as a faculty member.

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### **C. TENURE**

The following faculty members are recommended for tenure effective with the beginning of the Fall 2017 semester.

Dr. Sherri Brogdon, Department of Education  
Dr. Lori Gwyn, Department of Chemistry and Physics  
Dr. Robin Griffeath, Department of Music  
Dr. Howard Kurtz, Department of Social Sciences  
Dr. Amanda Smith, Department of Language and Literature  
Dr. Robin Sobansky, Department of Psychology  
Dr. Steve Strickler, Department of Art, Communication and Theatre  
Dr. Cheri Walker, Department of Pharmacy Practice

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### **D. PROMOTION IN RANK**

The following faculty members are recommended for advancement in rank effective with the beginning of the Fall 2017 semester. The faculty listed have been recommended by the Provost and President.

#### **PROMOTION FROM ASSISTANT PROFESSOR TO ASSOCIATE PROFESSOR**

Dr. Sherri Brogdon, Department of Education  
Dr. Lori Gwyn, Department of Chemistry and Physics  
Dr. Amanda Smith, Department of Language and Literature  
Dr. Cheri Walker, Department of Pharmacy Practice

#### **PROMOTION FROM ASSOCIATE PROFESSOR TO PROFESSOR**

Dr. Andrea Holgado, Department of Biological Sciences  
Dr. Chad Kinder, Department of Parks and Recreation Management  
Dr. Robin Jones, Department of Art, Communication and Theatre  
Dr. Evette Meliza, Department of Education  
Dr. Robin Sobansky, Department of Psychology

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### **E. RETIREMENTS with Emeritus Status**

Dr. **Ric Baugher**, Professor in the Department of Engineering Technology at Southwestern Oklahoma State University, will retire on May 9, 2017.



Dr. **Robert Chambers**, Professor in the Department of Music at Southwestern Oklahoma State University will retire on May 6, 2017.

Dr. **Gerard East**, Associate Professor in the Department of Mathematics at Southwestern Oklahoma State University, will retire on May 9, 2017.

Dr. **Brad Fitzgerald**, Instructor in the Department of Engineering Technology at Southwestern Oklahoma State University, will retire on June 23, 2017.

**Richard Foster**, Instructor in the Department of Business and Computer Science at Southwestern Oklahoma State University, will retire on July 31, 2017

Dr. **Vicki Hatton**, Professor in the Department of Kinesiology at Southwestern Oklahoma State University, will retire on July 1, 2017.

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#### **F. RESIGNATIONS**

Dr. **Dorie Astle**, Associate Professor in the Department of Social Sciences at Southwestern Oklahoma State University, has resigned her position as of May 9, 2017.

Dr. **Andrea Holgado**, Associate Professor in the Department of Biological Sciences at Southwestern Oklahoma State University, has resigned her position as of July 9, 2017

Dr. **Denis Trubitsyn**, Assistant Professor in the Department of Biological Sciences at Southwestern Oklahoma State University, has resigned his position as of May 9, 2017.

Dr. **Neal Xiong**, Assistant Professor in the Department of Business and Computer Science at Southwestern Oklahoma State University, has resigned his position as of May 9, 2017.

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## **II. GRANTS AND CONTRACTS**

Since the last report, SWOSU has received confirmation of three grants awarded in the amount of \$667,850. Below, is a profile of the grants awarded to the University.

### **A. IOS RUI EXAMINING MOLECULAR PLAYERS INTEGRATING AUTOPHAGY AND NEURONAL DEVELOPMENT AND MAINTENANCE ..... \$600,000**

The **NATIONAL SCIENCE FOUNDATION** awarded a grant in the amount of \$600,000 for four years for the project, *IOS RUI Examining Molecular Players Integrating Autophagy and Neuronal Development and Maintenance*. The funds will allow Dr. Holgado and her research students to research, which will include utilizing nematode models to better understand two fundamental processes that are crucial to both neurodevelopment and neuroplasticity. This project will significantly enhance undergraduate education, sustain a growing research-infrastructure at SWOSU, and promote outreach to local communities. The primary function of the grant is research.

**B. 2017 OKLAHOMA INBRE CARRYFORWARD EQUIPMENT FUNDS SUPPORT ..... \$25,000**

The **NATIONAL INSTITUTES OF HEALTH**, through the **UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER**, awarded a grant in the amount of \$25,000 for the project, *2017 Oklahoma INBRE Carryforward Equipment Funds Support*. The funds will be used to purchase several equipment items for undergraduate science students in the biomedical sciences field for instruction, as well as research. The primary function of the grant is research. The principal investigator of the contract is **Dr. Muatasem Ubeidat**.

**C. SUMMER SCIENCE AND MATHEMATICS ACADEMY 2017 ..... \$42,850**

The **OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION** awarded a grant in the amount of \$42,850 for the project, *Summer Science and Mathematics Academy 2017* for year two. 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 instruction. The principal investigators of the grant are **Dr. Brian Campbell and Dr. David Esjornson**.

Respectfully submitted,



Randy L. Beutler  
President

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

**WHEREAS**, Richard W. Baugher will retire from Southwestern Oklahoma State University on May 6, 2017; and,

**WHEREAS**, Richard W. Baugher has had a prestigious career for forty-one (41) years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

**WHEREAS**, Richard W. Baugher served with distinction as Professor in the Department of Engineering and Technology at Southwestern Oklahoma State University; and,

**WHEREAS**, Richard W. Baugher has provided invaluable service in the Everett Dobson School of Business & Technology at Southwestern Oklahoma State University; and,

**WHEREAS**, Richard W. Baugher has demonstrated dedication to his profession by exhibiting excellence in teaching, course instruction, advisement, and university service; and,

**WHEREAS**, Richard W. Baugher 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 Richard W. Baugher the honorary title of "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 Richard W. Baugher at Weatherford, Oklahoma.

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this Seventh day of April 2017.

\_\_\_\_\_  
Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

Attest:

\_\_\_\_\_  
Gary D. Parker  
Secretary

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

**WHEREAS**, Dr. Robert L. Chambers will retire from Southwestern Oklahoma State University on May 6, 2017; and,

**WHEREAS**, Dr. Robert L. Chambers has had a prestigious career for forty-two (42) years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

**WHEREAS**, Dr. Robert L. Chambers served with distinction as Professor, Director of Orchestra, and Coordinator of Instrumental Division the Department of Music at Southwestern Oklahoma State University; and,

**WHEREAS**, Dr. Robert L. Chambers has provided invaluable service in the College of Arts & Sciences at Southwestern Oklahoma State University; and,

**WHEREAS**, Dr. Robert L. Chambers has demonstrated dedication to his profession by exhibiting excellence in teaching, conducting the SWOSU Symphony Orchestra, performing as a trombonist with professional symphony orchestras and jazz ensembles, composing for soloists and ensembles, and serving as an informal liaison for hundreds of SWOSU music alumni; and,

**WHEREAS**, Dr. Robert L. Chambers 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 Dr. Robert L. Chambers the honorary title of "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 Dr. Robert L. Chambers at Weatherford, Oklahoma.

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this Seventh day of April 2017.

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Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

Attest:

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Gary D. Parker  
Secretary

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

**WHEREAS**, Gerard East will retire from Southwestern Oklahoma State University on May 1, 2017; and,

**WHEREAS**, Gerard East has had a prestigious career for twenty (20) years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

**WHEREAS**, Gerard East served with distinction as Associate Professor in the Department of Mathematics at Southwestern Oklahoma State University; and,

**WHEREAS**, Gerard East has provided invaluable service in the College of Arts and Sciences at Southwestern Oklahoma State University; and,

**WHEREAS**, Gerard East has demonstrated dedication to his profession by exhibiting excellence in teaching, professional service; and,

**WHEREAS**, Gerard East 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 Gerard East the honorary title of "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 Gerard East at Weatherford, Oklahoma.

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this Seventh day of April, 2017.

\_\_\_\_\_  
Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

Attest:

\_\_\_\_\_  
Gary D. Parker  
Secretary

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

**WHEREAS**, Brad Fitzgerald will retire from Southwestern Oklahoma State University on June 26, 2017; and,

**WHEREAS**, Brad Fitzgerald has had a prestigious career for ten (10) years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

**WHEREAS**, Brad Fitzgerald served with distinction as Instructor in the Department of Engineering Technology at Southwestern Oklahoma State University; and,

**WHEREAS**, Brad Fitzgerald has provided invaluable service in the Everett Dobson School of Business & Technology at Southwestern Oklahoma State University; and,

**WHEREAS**, Brad Fitzgerald has demonstrated dedication to his profession by exhibiting excellence in teaching, and his dedication to students across the state in FTC robotics; and,

**WHEREAS**, Brad Fitzgerald 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 Brad Fitzgerald the honorary title of "Instructor 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 Brad Fitzgerald at Weatherford, Oklahoma.

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this Seventh day of April, 2017.

\_\_\_\_\_  
Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

Attest:

\_\_\_\_\_  
Gary D. Parker  
Secretary

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

**WHEREAS**, Richard Foster will retire from Southwestern Oklahoma State University on July 31, 2017; and,

**WHEREAS**, Richard Foster has had a prestigious career for four (4) years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

**WHEREAS**, Richard Foster served with distinction as Finance Instructor in the Department of Business & Computer Science at Southwestern Oklahoma State University; and,

**WHEREAS**, Richard Foster has provided invaluable service in the Everett Dobson School of Business & Technology at Southwestern Oklahoma State University; and,

**WHEREAS**, Richard Foster has demonstrated dedication to his profession by exhibiting excellence in teaching; and,

**WHEREAS**, Richard Foster 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 Richard Foster the honorary title of "Instructor 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 Richard Foster at Weatherford, Oklahoma.

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this Seventh day of April, 2017.

\_\_\_\_\_  
Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

Attest:

\_\_\_\_\_  
Gary D. Parker  
Secretary

**REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA  
RESOLUTION**

**WHEREAS**, Vicki Hatton will retire from Southwestern Oklahoma State University on July 1, 2017; and,

**WHEREAS**, Vicki Hatton has had a prestigious career for twenty-nine (29) years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

**WHEREAS**, Vicki Hatton served with distinction as Professor in the Department of Kinesiology at Southwestern Oklahoma State University; and,

**WHEREAS**, Vicki Hatton has provided invaluable service as a Chair/Faculty in the College of Professional & Graduate Studies/Department of Kinesiology at Southwestern Oklahoma State University; and,

**WHEREAS**, Vicki Hatton has demonstrated dedication to her profession by exhibiting excellence in teaching, service and leadership; and,

**WHEREAS**, Vicki Hatton 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 Vicki Hatton the honorary title of "Professor 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 Vicki Hatton at Weatherford, Oklahoma.

**ADOPTED** by the Board of Regents of the Regional University System of Oklahoma this Seventh day of April 2017.

\_\_\_\_\_  
Lake Carpenter, Chair  
Board of Regents of the  
Regional University System of Oklahoma

Attest:

\_\_\_\_\_  
Gary D. Parker  
Secretary



**OFFICE OF THE PRESIDENT**

March 23, 2017

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 Professional Studies**

**Jana Walker**, has been appointed Instructor of Business in a permanent full-time position. Her appointment is effective August 15, 2017, through May 7, 2018, at an academic salary rate of \$50,000.

Ms. Walker holds a Bachelor of Science degree in Accounting (2012) from Northwestern Oklahoma State University, Alva, Oklahoma, and a Master of Science degree in Agriculture Economics (2014) from Oklahoma State University, Stillwater, Oklahoma. She became a Certified Public Accountant in 2013.

Her previous work experience includes: Adjunct Instructor of Accounting (1) Northwestern Oklahoma State University, Alva, Oklahoma; Staff Accountant and Partner for several CPA firms (5).

## Northwestern Oklahoma State University

### B. Promotion in Rank

The following faculty members have been recommended for promotion in rank effective with their appointment dates for the 2017-2018 academic year. They have been recommended for promotion by the School Dean and the Vice President for Academic Affairs.

#### School of Professional Studies

<u>Name</u>	<u>Department</u>	<u>From</u>	<u>To</u>
Dr. Joseph Nnanna	Business	Assistant	Associate
Dr. Shelly Wells	Nursing	Associate	Professor

### C. Recommendations for Tenure

I recommend the faculty members listed below be granted tenure effective at the beginning of the 2017 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 Education

<u>Name</u>	<u>Department</u>	<u>Rank</u>
Dr. Jennifer Oswald	Education	Asst. Professor
Dr. Christie Riley	Education	Asst. Professor

#### School of Professional Studies

<u>Name</u>	<u>Department</u>	<u>Rank</u>
Dr. Mary Brune	Nursing	Asst. Professor
Dr. Joseph Nnanna	Business	Asst. Professor
Dr. Shelly Wells	Nursing	Assoc. Professor

**Northwestern Oklahoma State University****II. 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 second 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****III. INFORMATIONAL ITEMS****A. Academic Services Fee**

The University recommends implementation of the academic services fees effective Fall 2017 as shown on the table below/

Fee	Current Amount	Requested Amount	Change	Basis
Doctor of Nursing Practice Online Orientation Fee	\$ -	\$ 300.00	\$ -	One-Time Fee

Sincerely,



Janet Cunningham, Ed.D.  
President

JC:md

Institution: Northwestern Oklahoma State University	Course Number(s)	Assessed	New Fee	Fee \$ Current	Fee \$ Proposed	Fee \$ Change	Fee % Change	New Revenue FY18	Total Revenue FY18	Date Fee Last Chgd	Date Approved by Board
Name of Fee											
<b>Special Instruction Fees</b>											
Facility Fee (University Center at Ponca City)	All Courses	Per Credit Hour	No	26.50	27.83	1.33	5%	\$ 1,990	\$ 41,745	7/1/2016	2/17/2017
<b>Facility/Equipment Utilization Fees</b>											
<b>Testing-Clinical Service Fees</b>											
<b>Classroom/Laboratory Supply and Material Fees</b>											
<b>Other Special Fees</b>											
Graduate and Professional Studies Academic Enhancement Fee	All School of Professional Studies and Graduate Programs except for Nursing	Per Credit Hour	No	10.75	13.75	3.00	28%	\$ 53,700	\$ 246,125	7/1/2016	2/17/2017
Arts and Sciences Academic Enhancement Fee	All courses offered by the School of Arts & Sciences	Per Credit Hour	No	10.00	14.00	4.00	40%	\$ 96,800	\$ 338,800	7/1/2016	2/17/2017
Doctor of Nursing Practice Online Orientation Fee	UNIV 6010		Yes	0.00	300.00			\$ 4,500	\$ 4,500		4/7/2017

				Student Comment	How was student comment solicited? (If Applicable)	Describe basis for the amount of the fee:	Describe basis for the use of revenue collected:	Consequences if fee is not approved:	Comments:
Assessed (Mark all that Apply)									
Lower	Upper	Grad.	Prof.						
X	X	X	X	Yes	A 5% incremental fee was deemed as acceptable by polled students.	To help support student related services at the University Center at Ponca City (UC).	The fee helps with increased costs in providing services for students utilizing services provided at the UC.	Further reduction of services for students at the UC, including limited use of printing and reduced hours of operation.	This fee has been included with student fees since 2013 with only one other change to it in FY17.
X	X	X	X	Yes	The leadership of the Student Government Association is contacted each spring to discuss the impact of both academic service fees as well as tuition and mandatory fee increases.	The increase in this fee will help maintain the purchasing power of the original fee.	Revenue collected will be used to support the cost of the programs, enhance faculty professional development and compensation, replace equipment, and supplement student research activities	Limited ability to move forward with these programs.	Academic fees are consolidated on a college wide basis.
X	X	X	X	Yes	The leadership of the Student Government Association is contacted each spring to discuss the impact of both academic service fees as well as tuition and mandatory fee increases.	The increase in this fee will help maintain the purchasing power of the original fee.	Revenue collected will be used to support the cost of the programs, enhance faculty professional development and compensation, replace equipment, and supplement student research activities	Limited ability to move forward with these programs.	Academic fees are consolidated on a college wide basis.
			X	Yes	The leadership of the Student Government Association is contacted each spring to discuss the impact of both academic service fees as well as tuition and mandatory fee increases. Input was also given by the Division of Nursing.	This fee will help with on-line software for the students to complete the program.	Students will benefit from the online software to complete this professional degree from Northwestern.	Students would not be introduced to the skills necessary to successfully participate in an online program.	This will be a one-time fee for students when they begin the Doctor of Nursing Practice online program.

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NORTHEASTERN STATE UNIVERSITY  
OFFICE *of the* PRESIDENT

March 24, 2017

Regional University System of Oklahoma  
3555 N.W. 58<sup>th</sup> Street, Suite 320  
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of Northeastern State University are as follows:

I. PERSONNEL

A. FACULTY APPOINTMENTS

**Mr. Arice R. Pittman** has been named Instructor in Health & Kinesiology and Assistant Football Coach effective January 9, 2017. This is a full-time, regular, non-tenure track appointment at an academic year salary rate of \$25,920.

Mr. Pittman holds for the following degrees: B.S. in Education, Pittsburg State University; and M.S. in Educational Leadership, Pittsburg State University.

His professional experience includes: High School Varsity Asst. Defensive Coordinator, Carthage High School, Carthage, Missouri -six months.

B. RETIREMENTS WITH RESOLUTIONS

**Dr. Mark S. Bighley**, Professor of Music, has announced his retirement, effective May 10, 2017. He has been employed since August of 1986.

**Michael Lynn Brown**, Instructor in Media Studies, has announced his retirement, effective June 1, 2017. He has been employed since August of 2003.

**Gary Cheatham**, Assistant Professor of Library Services, has announced his retirement, effective February 1, 2017. He has been employed since August of 1986.

**Dr. Joseph Faulds**, Professor of English, has announced his retirement, effective June 1, 2017. He has been employed since August of 1988.

**Randy Gipson**, Instructor in Psychology and Counseling and Women's Head Basketball Coach, has announced his retirement, effective June 30, 2016. He has been employed since August of 1999.

**Harriett Hobbs**, Assistant Professor of Library Services, has announced her retirement, effective June 1, 2017. She has been employed since January of 2004.

**Dr. Michael J. Landry**, Professor of Marketing, has announced his retirement, effective May 10, 2017. He has been employed since August of 1998.

**Gordon J. Shamblin**, Instructor in Computer Science, has announced his retirement, effective May 10, 2017. He has been employed since August of 1990.

**Dr. Donna Shelton**, Professor of Foreign Languages, has announced her retirement, effective May 10, 2017. She has been employed since August of 1986.

**Dr. Steven Wilkinson**, Professor of Mathematics, has announced his retirement, effective May 1, 2017. He has been employed since August of 1986.

#### C. RESIGNATIONS

**Mr. Nathan E. Bloomfield**, Assistant Professor of Mathematics, has submitted his resignation, effective May 10, 2017. He has been employed since August of 2014.

**Dr. Erik S. Terdal**, Associate Professor of Biology has submitted his resignation, effective June 1, 2017. He has been employed since August of 1997.

#### D. NON-REAPPOINTMENT

**N. Devonna A. (name changed from Nila D. Grover)** has been notified of non-renewal prior to March 1, 2017. She has been serving as Instructor in the Physician's Assistant Program.

**Dr. Shin Yeon Jeon** has been notified of non-renewal prior to March 1, 2017. She has been serving as Assistant Professor of Art.

**Dr. Stanley Troy Lee** has been notified of non-renewal prior to March 1, 2017. He has been serving as Assistant Professor of Occupational Therapy.

**Daniel J. Sisk** has been notified of non-renewal prior to March 1, 2017. He has been serving as Instructor in Mathematics.

#### E. PROMOTION IN RANK

The following faculty members are recommended for advancement in rank effective with the beginning of the 2017 fall semester. The faculty listed have recommended by the respective College Dean and the Provost:

##### College of Business & Technology

Dr. Dilene Crockett

Dr. Julia Kwok

Dr. Mitchell Ricketts

Associate Professor to Professor

Associate Professor to Professor

Assistant Professor to Associate Professor



College of Education

Dr. Lisa Bisogno  
Dr. Meagan Moreland

Assistant Professor to Associate Professor  
Assistant Professor to Associate Professor

College of Liberal Arts

Dr. J. Suzanne Farmer  
Dr. Christopher Flavin  
Dr. Bradley Montgomery-Anderson

Assistant Professor to Associate Professor  
Assistant Professor to Associate Professor  
Associate Professor to Professor

College of Science & Health Professions

Dr. Sapna Das Bradoo  
Dr. Ratnaker Deole  
Dr. Patrick Harrington  
Dr. Spence Pilcher

Assistant Professor to Associate Professor  
Assistant Professor to Associate Professor  
Assistant Professor to Associate Professor  
Associate Professor to Professor

NSU Library

Dr. Pamela Louderback

Assistant Professor to Associate Professor

**F. TENURE**

The following faculty members are recommended for tenure effective with the beginning of the 2017 fall semester.

<u>Name</u>	<u>Appointment Date</u>	<u>Academic Area</u>
<u>College of Business &amp; Technology</u>		
Dr. Halil Kaya	August 2013	Finance
Dr. Mai Anh Vu Tran	August 2011	Technology
<u>College of Education</u>		
Dr. Lisa Bisogno	August 2012	Curriculum & Instruction
Dr. Meagan Moreland	August 2013	Curriculum & Instruction
<u>College of Liberal Arts</u>		
Dr. J. Suzanne Farmer	August 2011	History
Dr. Christopher Flavin	August 2012	English
<u>College of Science &amp; Health Professions</u>		
Dr. Sapna Das Bradoo	August 2011	Biology
Dr. Ratnaker Deole	August 2011	Biology
Dr. Patrick Harrington	August 2011	Computer Science
<u>NSU Libraries</u>		
Dr. Pamela Louderback	August 2001	Library Services

## **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 **2017-2018** academic year.

Dr. Andrew Aken	Assistant Professor	Information Systems
Dr. Samuel Asante	Assistant Professor	Psychology & Counseling
Ms. Julie Beard	Assistant Professor	Speech Language Path
Dr. Sherry Been	Assistant Professor	Curriculum and Instruction
Dr. Edwin Bellman	Assistant Professor	Technology
Dr. Samantha Been-Duke	Assistant Professor	Curriculum and Instruction
Dr. Christina Branham	Assistant Professor	Psychology and Counseling
Dr. Tara Brown	Assistant Professor	Optometry
Dr. Emily Bruce	Assistant Professor	Optometry
Dr. Leigh Campbell-Hale	Assistant Professor	History
Dr. Kelli Carney	Assistant Professor	Curriculum and Instruction
Dr. Chris Carver	Assistant Professor	Psychology and Counseling
Dr. Maria Christian	Assistant Professor	Educational Leadership
Dr. Christopher Collins	Assistant Professor	Psychology & Counseling
Dr. Kristopher Copeland	Assistant Professor	Communication Studies
Ms. Cassandra Crawford Ciglar	Associate Professor	Nutritional Science
Dr. Sapna Das-Bradoo	Assistant Professor	Biology
Dr. Ratnakar Deole	Assistant Professor	Chemistry
Dr. Suzanne Farmer	Assistant Professor	History
Dr. Heather Fenton	Assistant Professor	Nursing
Dr. Jim Ferrell	Assistant Professor	EFL
Dr. Brett Fitzgerald	Assistant Professor	Criminal Justice
Dr. Christopher Flavin	Assistant Professor	English
Dr. Luke Foster	Assistant Professor	Mathematics
Dr. Jari Frazier	Assistant Professor	Optometry
Dr. Lucinda Fries	Assistant Professor	EFL
Ms. Dee Ann Gerlach	Assistant Professor	Health and Kinesiology
Dr. Sanchari Ghosh	Assistant Professor	Economics
Dr. Herbert Gibson	Assistant Professor	Music
Dr. Nathan Green	Assistant Professor	Chemistry
Dr. Andre' Diane Hammons	Assistant Professor	Criminal Justice
Dr. Patrick Harrington	Assistant Professor	Computer Science
Ms. Jericho Hobson	Assistant Professor	Teacher Education
Dr. Suneeti Jog	Assistant Professor	Biology
Dr. Alexis Jones	Assistant Professor	Medical Lab Science
Dr. Ken Jones	Assistant Professor	Information Systems
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. Farina King	Assistant Professor	History
Dr. Sung-Kun Kim	Associate Professor	Chemistry

Dr. Johnny Mark Kirk	Assistant Professor	Psychology & Counseling
Dr. Matthew Krein	Assistant Professor	Optometry
Dr. Sarah Krein	Assistant Professor	Optometry
Dr. Nicole Lasky	Assistant Professor	Criminal Justice
Dr. Jodi Legnon	Assistant Professor	Teacher Education
Dr. John McIntosh	Assistant Professor	Geography
Dr. Diana Mashburn	Assistant Professor	Nursing
Dr. Ingrid Massey	Assistant Professor	Reading
Dr. Justin McBride	Assistant Professor	English
Dr. Elizabeth Melles	Assistant Professor	Psychology & Counseling
Dr. Gregory Meyer	Assistant Professor	Psychology & Counseling
Dr. Meagan Moreland	Assistant Professor	Reading
Dr. Christopher Murphy	Assistant Professor	English
Dr. Susan Patrick	Assistant Professor	Curriculum and Instruction
Dr. Demitri Plessas	Assistant Professor	Mathematics
Dr. Scott Pursley	Assistant Professor	Theater
Dr. Mitchell Ricketts	Associate Professor	Safety Management
Dr. Sallie Ruskoski	Assistant Professor	Medical Lab Science
Dr. Paul Reynolds	Assistant Professor	Criminal Justice
Dr. Michael Shaughnessy	Assistant Professor	Biology
Dr. Joseph Shelter	Assistant Professor	Optometry
Dr. David Simpson	Assistant Professor	Optometry
Dr. Benjamin Smith	Assistant Professor	English
Ms. Melina Smyres	Assistant Professor	Art
Dr. Candessa Tehee	Assistant Professor	American Studies
Dr. Tracy Thompson	Assistant Professor	Teacher Education
Dr. Sonia Tinsley	Assistant Professor	Curriculum and Instruction
Ms. Sarah Turner McGowen	Assistant Professor	Communications
Dr. Mary Waters-Bilbo	Assistant Professor	Psychology & Counseling
Dr. Christopher Weaver	Assistant Professor	Geography
Dr. Claudia Howell Weese	Assistant Professor	Psychology & Counseling
Dr. Arthur Wendorf, II	Assistant Professor	Spanish
Dr. Neal Whittle	Assistant Professor	Optometry
Dr. Min-Chi Yan	Assistant Professor	Curriculum and Instruction
Dr. Hsin-I Sydney Yueh	Assistant Professor	Communications
Dr. Weijia Zhu	Assistant Professor	Physics

#### **H. REAPPOINTMENT OF NON-TENURE TRACK FACULTY**

I recommend the following faculty for reappointment on a non-tenure track basis for the **2017-2018** academic year.

Mr. Jabarr Adams	Instructor	Health and Kinesiology
Ms. Dana Boren-Boer	Instructor	Media Studies
Ms. Samantha Clifford	Instructor	Library
Ms. Jameie Combs	Instructor	Curriculum and Instruction
Mr. Clay Davis	Instructor	Health and Kinesiology
Ms. Sydney Dorrough	Instructor	Occupational Therapy
Mr. Joseph Farmer	Instructor	English
Ms. Beth Green Nagle	Instructor	Spanish

**Northeastern State University**

Dr. Stephen Grissom	Instructor	Psychology & Counseling
Mr. William Hendrick	Instructor	Health and Kinesiology
Ms. Sylvia Nitti Hunter	Instructor	Art
Mr. Tamara Kharabora	Instructor	Library Services
Ms. Diane Kirk	Instructor	Medical Lab Science
Mr. Joshua Lattimer	Instructor	Health and Kinesiology
Dr. Judith Melvin	Professor	Occupational Therapy
Mr. Julian Mendez	Instructor	Health and Kinesiology
Mr. Robert Messinger	Instructor	Health and Kinesiology
Ms. Tiffanie Ord	Instructor	Indigenous Studies
Ms. Sarah Ramsey	Instructor	Curriculum and Instruction
Mr. Robert Robinson	Instructor	Health and Kinesiology
Ms. Laura Searcy	Instructor	English
Mr. Karl Siewert	Instructor	Library Services
Mr. Sara Sloan	Instructor	Health and Kinesiology
Mr. Jason Stevens	Instructor	Nutritional Science
Ms. Sophia Beverly Threatt	Instructor	Library Services
Mr. Jason Tinsley	Instructor	Health and Kinesiology
Ms. Ashley Rush	Instructor	Health and Kinesiology
Ms. Alesha Baker	Instructor	Library Media
Ms. Margaret Bates	Instructor	Occupational Therapy
Ms. Tonya Garrett	Instructor	Teacher Education
Ms. Jarilyn Haney	Instructor	Special Education
Mr. Chad Stangl	Instructor	Health and Kinesiology

**I. REAPPOINTMENT OF NON-TENURED 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 **2017-2018** academic year.

Mr. Grant Alexander	Assistant Professor	Information Systems
Ms. Beth Bowin	Instructor	Psychology & Counseling
Dr. Ron Cambiano	Assistant Professor	Education
Ms. Sharon Clevenger	Instructor	English
Ms. Carolyn Cox	Instructor	Social Work
Mr. Robert Czlonka	Instructor	Health and Kinesiology
Mr. Lyle Deiter	Instructor	English
Ms. Margaret Dobbs	Instructor	Health and Kinesiology
Ms. Cassie Freise	Instructor	Mass Communication
Ms. Barbara Fuller	Instructor	EFL
Mr. Christopher Garland	Instructor	Social Work
Ms. Kendra Haggard	Instructor	English
Ms. Toni Hail	Instructor	Social Work
Ms. Deborah Hyde	Instructor	Biology
Ms. Rhea Johnston	Instructor	Health and Kinesiology
Mr. Karl Kruczek	Instructor	Mathematics
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
Mr. Ronald Petty	Assistant Professor	Marketing
Ms. 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 Trammell	Instructor	Accounting
Mr. Scott Varner	Instructor	Health and Kinesiology
Ms. Sheree Whiteside	Instructor	Human Family Services
Ms. Sarah Whittle	Instructor	Library Services
Ms. Susan Woitte	Instructor	Library Services
Mr. Chase Wooten	Instructor	Health and Kinesiology

## J. STATUS OF TEMPORARY FACULTY

The following temporary faculty members will complete their one-year contract at the end of the **2016-2017** academic year.

Dr. Nirav Bhatt	Assistant Professor	Optometry
Ms. Amy Bradley	Instructor	Management
Dr. Saunya Burkhart	Assistant Professor	Optometry
Ms. Lisa Czlonka	Instructor	Marketing
Ms. Vickie Brown Racy	Instructor	Human & Family Sciences
Dr. Richard Castillo	Professor	Optometry
Dr. Rebecca Enloe	Assistant Professor	Optometry
Dr. Ryan Fenska	Assistant Professor	Optometry
Dr. Kelley Glass	Assistant Professor	Optometry
Mr. Timothy Laquerre	Instructor	Information Technology
Dr. John Lindsay	Assistant Professor	Optometry
Mr. Bruce McDaniel	Instructor	Accounting
Mr. James McGirk	Instructor	English
Ms. Autumn Mahaney	Instructor	Speech Language Path
Mr. Raymond Murphy	Instructor	Economics
Dr. Daniel Myers	Instructor	Finance
Ms. Whitney Myers	Instructor	Music
Mr. Jason Nichols	Instructor	Political Science
Mr. Jon Olive	Instructor	Health Care Administration
Dr. April Parker	Assistant Professor	Optometry
Dr. Bret Seamons	Assistant Professor	Optometry
Dr. Irina Strout	Professor	English
Dr. Molly Tebow	Assistant Professor	Optometry
Dr. Heidi Thoden	Associate Professor	Optometry
Dr. James Tibbits	Instructor	Speech Language Path
Dr. Bryan Young	Assistant	Optometry

## II. INFORMATION ITEMS

The following purchases are presented as information items in accordance with Board policy, over \$50,000 and under \$150,000. (All funding is E & G unless otherwise noted.):

Room Scheduling Software.....\$53,000.00

## III. GRANTS AND CONTACTS

The University has received notification of funding for the following proposals:

### **RPI – Elucidating the 4u8c Type 2 Cytokines 2016 – 19 Year 1 of 2.5 . . . \$47,738.00**

A grant from Oklahoma INBRE through Oklahoma University Health Science Center and National Institute of Health. Funds will be used in the research of elucidating the mechanism of how 4u8c affects type 2 cytokines. The project director is Dr. Kyeorda Kemp.

### **RPI – Investigating the Role of MCM10 2016 – 19 Year 1 of 2.5 . . . . . \$51,319.00**

A grant from Oklahoma INBRE through Oklahoma University Health Science Center and National Institute of Health. Funds will be used in the research the role of MCM10 at stalled replication forks. The project director is Dr. Sapna Das Bradoo.

### **Inbre Equipment 2017. . . . . \$25,000.00**

A grant from Oklahoma Inbre. Funds will purchase several items of equipment to be used in the science labs. The Project Director is Dr. Jessica Martin.

### **AISES Travel Grant Spring 2017. . . . . \$4,882.00**

A grant from National Science Foundation through Oklahoma State University EPSCoR. Funds are for students to attend AISES Region IV Conference March 24 – 25, AISES Day on April 14, and AISES Leadership Summit April 27 – 30. The Project Director is Ms. Alisa Douglas.

**Total of Grants and Contracts . . . . . \$128,939.00**

Respectfully submitted,



Steve Turner, Ph.D.  
President

## **RESOLUTION**

**WHEREAS**, DR. MARK BIGHLEY will retire as Professor of Music at Northeastern State University on June 1, 2017; and

**WHEREAS**, Dr. Mark Bighley served faithfully and honorably on the Northeastern State University faculty for 31 years and served as Department Chair of Music during 12 of those years; and

**WHEREAS**, Dr. Mark Bighley's many contributions as a faculty member, clinician and performer have benefitted his colleagues, students the university and the community; and

**WHEREAS**, Dr. Mark Bighley has led numerous workshops for the Association of Lutheran Music and Ministry Association in Florida, Oklahoma, Colorado and Arkansas at both the national and regional level, has performed several times in Central Park/NYC at the Holy Trinity Lutheran Church, and numerous organ recitals throughout the United States and Berlin; and

**WHEREAS**, Dr. Mark Bighley has served on the Tahlequah Area Arts and Humanities Council, the American Guild of Organists, the College Music Society, the Hymn Society of America, the Association of Lutheran Church Musicians, the NSU Board's Heade Feaste, the NASM Accreditation, Foreign Language, and Allied Arts committees; and

**WHEREAS**, Dr. Mark Bighley's primary teaching was in the field of music, he also taught a variety of German courses; and

**WHEREAS**, Dr. Mark Bighley was an active scholar and committed teacher who supported the work of students and colleagues, had numerous publications and reviews and has noteworthy contributions in leading fundraising efforts for music student scholarships, expanding the use of technology in music classroom and establishing the keyboard/computer lab;

**NOW THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Dr. Mark Bighley** the honorary title of "**Professor of Music Emeritus**," 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.

**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. Mark Bighley, Tulsa, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this seventh day of April, 2017.

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Regent Lake Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Gary D. Parker, Secretary  
Regional University System of Oklahoma



## **RESOLUTION**

**WHEREAS**, MR. MICHAEL BROWN will retire as Instructor of Media Studies at Northeastern State University on May 1, 2017; and

**WHEREAS**, Mr. Michael Brown was innovative in his teaching by creating the popular course Travel Photography Tour in which he took students to Philadelphia, Seattle, Chicago, St. Louis, and Memphis; and

**WHEREAS**, Mr. Michael Brown's scholarship involved working with classes and students on applied projects including promotional posters and logos for both NSU and community organizations, coordinated student exhibitions related to courses he taught, and participated in the annual Faculty Art Show; and

**WHEREAS**, Mr. Michael Brown was nominated for an Excellence in Teaching Award; and

**WHEREAS**, Mr. Michael Brown served on the NSU Centennial Book Committee, The NSU Technology Committee and the University Wide Web Committee and was interim Web Master; and

**WHEREAS**, Mr. Michael Brown was a featured presenter at Media Day numerous times, created a website to highlight student work to display their artwork in web based formats; and

**WHEREAS**, Mr. Michael Brown served as Director of Photographic Services for fifteen years in which he covered all university related events;

**NOW THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Mr. Michael Brown** the honorary title of "**Instructor of Media Studies Emeritus**," and extends to him an expression of commendation and appreciation for his contributions to the success of Northeastern State University and wish for him 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.

**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 Mr. Michael Brown in Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma

**RESOLUTION**

**WHEREAS**, MR. GARY L. CHEATHAM retired as an Assistant Professor of Library Services at Northeastern State University on February 1<sup>st</sup>, 2017; and

**WHEREAS**, Mr. Gary L. Cheatham has faithfully and honorably served on the Northeastern State University faculty for the past 30 years; and

**WHEREAS**, Mr. Gary L. Cheatham worked diligently to develop various collections and online databases in the John Vaughan Library through the years; and

**WHEREAS**, Mr. Gary L. Cheatham served countless numbers of faculty, students and other scholars from around the world by helping with research and developing online guides and webpages; and

**WHEREAS**, Mr. Gary L. Cheatham has been recognized for his service by several NSU student organizations; and

**WHEREAS**, Mr. Gary L. Cheatham has for over twenty years chaired the Institutional Animal Care and Use Committee (IACUC), demonstrating extraordinary dedication to service to the University; and

**WHEREAS**, Mr. Gary L. Cheatham is known for his scholarship and publications on the Civil War in Kansas and has also contributed his expertise by teaching classes for NSU in various disciplines; and

**WHEREAS**, Mr. Gary L. Cheatham has consistently advanced and promoted library services through additional responsibilities and new ideas; and

**WHEREAS**, Mr. Gary L. Cheatham has devoted time and attention to producing useful database statistics and instructional web based tutorials and guides to support decision making and information for global information seekers; and

**WHEREAS**, Mr. Gary L. Cheatham is deserving of special recognition for the influence he has had on NSU, his colleagues, students, and members of the community through his commitment to the highest ideals of his profession;

**NOW THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Mr. Gary L. Cheatham** the honorary title of “**Assistant Professor of Library Services Emeritus**,” 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.

**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 Mr. Gary L. Cheatham in Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this Seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma

**RESOLUTION**

**WHEREAS**, DR. JOSEPH FAULDS, Professor of English, will retire from Northeastern State University on June 1, 2017; and

**WHEREAS**, Dr. Joseph Faulds has faithfully and honorably served on the Northeastern State University faculty and for the past 29 years and served on various committees including the Graduate Council, Appellate, Grievance, Admission Appeals, Affirmative Action, Faculty Development, American Indian Symposium, Native American Studies, the Language Festival, and NCATE Rejoinder Committee and was active in the AAUP; and

**WHEREAS**, Dr. Joseph Faulds initiated the Latin and Greek courses at Northeastern State University which throughout the years has maintained a strong student interest; and

**WHEREAS**, Dr. Joseph Faulds during his years of services was an active supporter of the Native American Student Association and sponsor of the Native American Campus Ministry Student Association; and

**WHEREAS**, Dr. Joseph Faulds received numerous academic awards and honors such as Outstanding Faculty R.O.C.K. Multicultural Student Leadership Conference, Circle of Excellence Award for Teaching and the Sigma Tau Delta Award for Outstanding Faculty; and

**WHEREAS**, through his dedication to engaging and innovative teaching methods Dr. Joseph Faulds brought practical classroom knowledge with scholarly dedication to students; and

**WHEREAS**, Dr. Joseph Faulds co-edited a text book that was used in English composition courses, has numerous presentations and publications; and

**WHEREAS**, Dr. Joseph Faulds was a member of the National Council of Teachers of English, American Association of University Professors and the Modern Language Association;

**NOW THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Dr. Joseph Faulds** the honorary title of “**Professor of English Emeritus**,” 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.

**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. Joseph Faulds, Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this Seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma

**RESOLUTION**

**WHEREAS**, MR. RANDY GIPSON will retire as Head Women's Basketball Coach and Instructor in Psychology and Counseling on July 1, 2017; and

**WHEREAS**, Mr. Randy Gipson has served faithfully and honorably on the Northeastern State University faculty for the past 18 years; and

**WHEREAS**, he has exhibited exceptional concern for the educational and professional welfare of his students through his significant contributions as Instructor in Psychology courses and as an athletic coach, successfully teaching and mentoring hundreds of students; and

**WHEREAS**, through his dedication as Head Women's Basketball Coach and the Psychology profession, Mr. Randy Gipson has established professional relationships throughout the State of Oklahoma and the United States of America that have enhanced and enriched the reputation of Northeastern State University; and

**WHEREAS**, has demonstrated his commitment to the basketball coaching profession by service as Head Women's Basketball Coach at NSU from 1999 through 2017 as well as coaching basketball at Northeastern Oklahoma A&M, Oklahoma from 1983 to 1999 and Harding High school, Ohio for 3 years; and

**WHEREAS**, Mr. Randy Gipson compiled a career coaching record of 605 wins against 282 losses (.682), was 315-205 at NSU, and heading into the 2016-17 season was ranked as the 33rd winningest active coach in NCAA Division II women's basketball with 315 victories at NSU; and

**WHEREAS**, Mr. Randy Gipson took the NSU women's basketball program to unprecedented success with seven NCAA Tournament appearances, including two Sweet 16 runs in 2004 and 2010, won six Lone Star Conference North Division Titles, and captured the league's tournament championship in 2003; and

**WHEREAS**, Mr. Randy Gipson was named conference Coach of the Year seven times, coaching 40 All-Conference selections, six Defensive Players of the Year, three all-league Players of the Year, and two WBCA All-Americans in Taylor Lewis and Jasmine Webb; and

**WHEREAS**, Mr. Randy Gipson began his career at Northeastern Oklahoma A&M (NEO) where he spent 11 years leading the Lady Norse, took NEO to a NJCAA National Runner-up finish in 1991, was named Region II Coach of the Year three times, and was inducted into the NEO Athletics Hall of Fame during the summer of 2016; and

**WHEREAS**, Mr. Randy Gipson is deserving of special recognition for his dedicated service to Northeastern State University and the positive influence he has had on colleagues, students, and staff members;

**NOW, THEREFORE, BE IT RESOLVED**, that the *Regional University System of Oklahoma* bestows upon Mr. Randy Gipson the honorary title of "Instructor in Psychology and Counseling Emeritus" and extends to him a hearty expression of commendation and appreciation for his contribution to the success of Northeastern State University and wish for him continued prosperity and good health, and a feeling of satisfaction so rightly deserved by one who has served faithfully and honorably as an educator and professional in Oklahoma.

**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 Mr. Randy Gipson at Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma



**RESOLUTION**

**WHEREAS**, MS. HARRIETT HOBBS retired as Assistant Professor of Library Services at Northeastern State University on February 1<sup>st</sup>, 2017; and

**WHEREAS**, Ms. Harriett Hobbs has faithfully and honorably served on the Northeastern State University faculty for the past 45 years; and

**WHEREAS**, Ms. Harriett Hobbs worked diligently to support the development of collections and online databases for all campuses of Northeastern State University through the years; and

**WHEREAS**, Ms. Harriett Hobbs effectively managed the Libraries' materials budgets to obtain millions of dollars of research information to serve faculty, students, and other scholars; and

**WHEREAS**, Ms. Harriett Hobbs has been recognized for her service by being nominated for the Model the Way award; and

**WHEREAS**, Ms. Harriett Hobbs has served on many library and campus committees, specifically contributing hours of expertise and time for the John Vaughan Library's semi-annual Scholastic Book Fair; and

**WHEREAS**, Ms. Harriett Hobbs has served as a repository of knowledge about the inner workings of the library; and

**WHEREAS**, Ms. Harriett Hobbs is deserving of special recognition for the influence she has had on NSU, her colleagues, students, and members of the community through her commitment to the highest ideals of her profession;

**NOW THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Ms. Harriett Hobbs** the honorary title of "**Assistant Professor of Library Services Emeritus**," 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.

**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 Ms. Harriett Hobbs in Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this Seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma

*Regional University System of Oklahoma*

**RESOLUTION**

**WHEREAS,** DR. MICHAEL J. LANDRY will retire as Professor of Marketing at Northeastern State University on May 1, 2017; and

**WHEREAS,** Dr. Michael J. Landry came to Northeastern State University as Assistant Professor of Marketing in the fall of 1998 while engaged in doctoral studies at the University of Arkansas; and

**WHEREAS,** Dr. Michael J. Landry has served the University in a loyal and faithful manner for the past nineteen years and has been active in developing its Supply Chain Management program, including serving several years as its coordinator, and later as the first chair of the newly-created Department of Marketing, Hospitality, and Supply Chain Management; and

**WHEREAS,** Dr. Michael J. Landry, as a scholar-teacher specializing in transportation and marketing history, was repeatedly nominated for the University's Circle of Excellence Awards for Research and for Teaching, and twice by the University Dean's Council as U. S. Professor of the Year for the Council for Advancement and Support of Education; and

**WHEREAS,** Dr. Michael J. Landry has engaged students in immersive learning marketing projects to assist more than a hundred area businesses and non-profit organizations, and, through a third party, major entities such as the Federal Bureau of Investigation, the Transportation Security Administration, and the National Geospatial Intelligence Agency; and

**WHEREAS,** Dr. Michael J. Landry has maintained ongoing relationships with the business community which have resulted in University students gaining internships and employment and Dr. Landry being named as the 2016 Member of the Year of the Tulsa Chapter of the Institute for Supply Management; and

**WHEREAS,** Dr. Michael J. Landry was among the University's early adopters of online distance learning which included innovative animation and audio components;

**NOW, THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Dr. Michael J. Landry** the honorary title of "**Professor of Marketing Emeritus**," and extends to him an expression of commendation and appreciation for his contribution to the success of Northeastern State University and wish for him continued prosperity, good health, and a feeling of satisfaction so rightly deserved by one who has served so faithfully and honorably in the education process for the people of Oklahoma.

**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. Michael J. Landry in Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this Seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma

*Regional University System of Oklahoma*

**RESOLUTION**

**WHEREAS**, MR. GORDON J. SHAMBLIN will retire as Instructor in Computer Science at Northeastern State University on May 1, 2017; and

**WHEREAS**, Mr. Gordon J. Shamblin has devoted himself to learning new ideas in the field of computer science, developing new courses, and communicating knowledge and skills to his students; and

**WHEREAS**, Mr. Gordon J. Shamblin, through his dedication to student growth and development, has taught a wide variety of classes, advised students, and served on numerous university and department committees; and

**WHEREAS**, Mr. Gordon J. Shamblin has enhanced the reputation of Northeastern State University through his commitment to high academic standards and professional accomplishment in computer science; and

**WHEREAS**, Mr. Gordon J. Shamblin has faithfully and honorably served on the Northeastern State University faculty for the past 27 years; and

**WHEREAS**, Mr. Gordon J. Shamblin is deserving of special recognition for the influence he has had on Northeastern State University, his students, and colleagues;

**NOW, THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Mr. Gordon J. Shamblin** the honorary title of “**Instructor in Computer Science Emeritus**” and extends to him an expression of commendation and appreciation for his contributions to the success of Northeastern State University and wish for him 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.

**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 Mr. Gordon J. Shamblin in Fort Gibson, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma

## **RESOLUTION**

**WHEREAS**, DR. DONNA SHELTON will retire as Professor of Spanish at Northeastern State University on June 1, 2017; and

**WHEREAS**, Dr. Donna Shelton has faithfully and honorably served on the Northeastern State University faculty for the past 13 years; and

**WHEREAS**, Dr. Donna Shelton developed, implemented and maintained the ACTFL/NCATE compliance assessment program, prepared NCATE program review reports and produced the Spanish program review self-studies, and diligently conducted all the observations and evaluations of interns in the Spanish Education program; and

**WHEREAS**, Dr. Donna Shelton was a member of the Oklahoma Foreign Language Teachers' Association, Southwest Conference on Language Teaching, American Council on the Teaching of Foreign Languages and the American Association of Teachers of Spanish and Portuguese and served on the Board of Directors of the Oklahoma Foreign Language Teachers Association; and

**WHEREAS**, Dr. Donna Shelton was nominated twice for the Circle of Excellence Teaching Award and received the Southwest Conference on Language Teaching Excellence Award; and

**WHEREAS**, Dr. Donna Shelton served faithfully on the University Academic Technology, University Strategic Planning, Teacher Education Council, Departmental Assessment and Curriculum committees as well as participated in the past events such as the Redmen Rally, Parents, Family and Friends Day and student recruitment;

**NOW THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Dr. Donna Shelton** the honorary title of "**Professor of Spanish Emeritus**," 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.

**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. Donna Shelton in Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this Seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma



*Regional University System of Oklahoma*

**RESOLUTION**

**WHEREAS**, DR. STEVEN C. WILKINSON will retire as Professor of Mathematics at Northeastern State University on May 1, 2017; and

**WHEREAS**, Dr. Steven C. Wilkinson developed three mathematics courses for Elementary Education, Early Childhood, and Special Education majors; and

**WHEREAS**, Dr. Steven C. Wilkinson provided professional development opportunities for teachers and helped develop the master's degree in Mathematics Education; and

**WHEREAS**, through his commitment as an outstanding educator, Dr. Steven C. Wilkinson has demonstrated concern for the professional growth and development of his students and inspired them to achieve their personal and professional goals; and

**WHEREAS**, Dr. Steven C. Wilkinson has served on numerous committees to support the mission of the Department of Mathematics and Computer Science and Northeastern State University; and

**WHEREAS**, Dr. Steven C. Wilkinson has faithfully and honorably served on the Northeastern State University faculty for the past 31 years;

**NOW, THEREFORE, BE IT RESOLVED** that the *Regional University System of Oklahoma* bestows upon **Dr. Steven C. Wilkinson** the honorary title of “**Professor of Mathematics Emeritus**” and extends to him an expression of commendation and appreciation for his contributions to the success of Northeastern State University and wish for him 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.

**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. Steven C. Wilkinson in Tahlequah, Oklahoma.

**ADOPTED** by the *Regional University System of Oklahoma* this seventh day of April, 2017.

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Regent Lake D. Carpenter, Chair  
Regional University System of Oklahoma

ATTEST:

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Regent Gary D. Parker, Secretary  
Regional University System of Oklahoma