

**MINUTES OF THE REGULAR MEETING  
THE UNIVERSITY OF OKLAHOMA  
SEPTEMBER 19-20, 2012**

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**MINUTES OF A REGULAR MEETING  
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS  
SEPTEMBER 19-20, 2012**

A Regular Meeting of the Board of Regents governing The University of Oklahoma, Cameron University, and Rogers State University was called to order at the McCasland Foundation Ballroom on the Cameron University campus in Lawton, Oklahoma, at 3:39 p.m. on September 19, 2012.

The following Regents were present: Leslie J. Rainbolt-Forbes, M.D., Chairman of the Board, presiding; Regents Richard R. Dunning, Tom Clark, Jon Stuart, A. Max Weitzenhoffer, Clayton I. Bennett and Kirk Humphreys.

Others attending all or a part of the meeting included Mr. David L. Boren, President of The University of Oklahoma; Dr. Nancy L. Mergler, Senior Vice President and Provost – Norman Campus; Dr. Dewayne Andrews, Senior Vice President and Provost – Health Sciences Center Campus; Vice Presidents Catherine Bishop, Joe Castiglione, Loretta Early, Tripp Hall, Nicholas Hathaway and Kenneth Rowe; Director of Internal Auditing Clive Mander; Chief Legal Counsel Anil Gollahalli; and Executive Secretary of the Board of Regents, Dr. Chris A. Purcell.

Attending the meeting from Cameron University was Dr. Cindy Ross, President of the University, and Vice Presidents John McArthur, Glen Pinkston, Jennifer Holland and Albert Johnson.

Attending the meeting from Rogers State University were Dr. Larry Rice, President of the University, and Vice President Thomas Volturo.

Notice of the time, date and place of this meeting were submitted to the Secretary of State, and the agenda was posted in the Office of the Board of Regents on or before 3:30 p.m. on September 17, 2012 both as required by 25 O.S. 1981, Section 301-314.

## **THE UNIVERSITY OF OKLAHOMA**

### **REPORT OF THE CHAIRMAN OF THE BOARD**

The Chairman thanked Dr. Ross for hosting the Board on the Cameron University campus.

### **REPORT OF THE PRESIDENT OF THE UNIVERSITY**

President Boren added his thanks to President Ross for hosting the group so well. He then began his report by acknowledging Sam Craig, sound technician for the meeting for several years. This was Sam's last meeting as he has accepted an opportunity with FOX in Houston and is leaving the University. The President then discussed the national talk regarding the use of technology on campuses and ways to enhance the educational experience, to reduce textbook costs, to focus classroom time and pointed to a handout he'd given the Regents. The University has a new advisory committee on the use of digital technology. Kyle Harper, director of the Institute for American Constitutional Heritage and Rufus Fears are putting two special courses on video. Outstanding faculty members in Constitutional Heritage taped one course, and Dr. Fears has titled his class Freedom 101. These will be available through iTunes U. If approved by the Board, Dr. Mark Morvant will also become the Executive Director of the Center for Teaching Excellence. Dr. Morvant is a professor of organic chemistry and is an expert in the

implementation of teaching strategies that successfully use information technology to engage students and as a supplement, an enrichment factor for learning in the classroom. He will continue to teach while running this Center that will help the entire faculty adopt technology that will enrich the educational experience. President Boren concluded his report by announcing that the \$250 million fund drive for scholarships has exceeded the \$206 million mark and the University is on pace to complete the successfully finish the drive. The latest gift to the drive is a \$600,000 donation from the Rainbolt family to endow scholarships and a Presidential Professorship in the Jeannine Rainbolt College of Education. He noted that he didn't want to embarrass the Chairman, but the gift comes from a family with a long history of support for OU and for the College of Education. He thanked the family, including the Chairman, her father, Gene Rainbolt, and her brother, David. In their own statements about the gift they emphasized the outstanding leadership of Dean Gregg Garn and the progress in the College.

### **PROFESSIONAL SERVICE AGREEMENTS – HSC**

The University of Oklahoma Health Sciences Center (OUHSC) receives revenue from a variety of sources. One such source is third-party vendors who pay the University in return for providing professional services. The following is a list of contracts with outside vendors for professional services performed by OUHSC faculty:

HCA Health Services of Oklahoma, Inc.

OUHSC will provide the services of a Pediatric Hospitalist. The hospitalist will direct patient care duties and attend recommended committee meetings. The Agreement was received on May 17, 2012, and signed on May 18, 2012.

HCA Health Services of Oklahoma, Inc.

OUHSC will provide services of an Adult Hospitalist. The hospitalist will facilitate and direct patient care and provide coordination of all health care services to patients. The Agreement was received on June 19, 2012, and signed on June 26, 2012.

Oklahoma State Department of Health (OSDH)

OUHSC will provide a structured clinical adherence program for the OSDH's HIV Drug Assistance Program. The proposed budget for the continuation was submitted on March 19, 2012, and the purchase order was received on May 22, 2012.

University of Tulsa

OUHSC will provide licensed medical providers for acute illnesses, education, and disease management intervention for the Alexander Health Center. OUHSC will also coordinate referrals and appointments to medical specialists. The Agreement was received on July 12, 2012, and signed on July 24, 2012.

President Boren recommended that the Board of Regents approve the professional service agreement for The University of Oklahoma Health Sciences Center as listed.

HCA Health Services of Oklahoma, Inc.  
College of Medicine/Department of Pediatrics  
Term of Agreement 05/18/2012 to 05/17/2013

\$936,391

HCA Health Services of Oklahoma, Inc. College of Medicine/Department of Medicine Term of Agreement 07/01/2012 to 06/30/2014	\$2,316,000/yr
Oklahoma State Department of Health College of Pharmacy Term of Agreement April 01, 2012 to 03/31/13	\$1,602,300
University of Tulsa College of Medicine Tulsa/Family Medicine Term of Agreement 07/01/2012 to 06/30/2013	\$255,915

Regent Dunning moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **ACQUISITION OF PROPERTY – HSC**

The University administration recommends that it be authorized to acquire property located in Oklahoma City, Oklahoma County, to the south and west of the campus boundaries.

Section 4.15.1 of Board Policy permits the University to acquire real property when needed for the expansion of University operations or when the property is located in potential expansion zones adjacent to the campus. The prominent location of this property makes this a strategic and desirable acquisition for the University. A boundary survey and legal description will be obtained from an independent on-call surveyor. The purchase price is supported by a valuation from an outside specialized consultant. The valuation and a property description are on file in the Board of Regents' Office. Funding will be provided through issuance of general obligation bonds and other University funds.

President Boren recommended the Board of Regents:

- I. Approve the acquisition by the University of property; and
- II. Authorize the President or his designee to complete and/or negotiate and execute as necessary those contracts required to effect the property transfer and all necessary purchase related contracts.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **GENERAL, LIMITED AND SPECIAL OBLIGATION BONDS – HSC**

This action is the first step in the process of issuing general, limited, and special obligation bonds and does not commit the University to the issuance of them. Obtaining Legislative approval simply allows the University to proceed with planning for this issue.

Section 3980.4.E. of Title 70 of the Oklahoma Statutes requires the University to communicate projects anticipated to be funded in whole or in part from general, limited and special obligation bond proceeds and the related terms of financing to the Governor, the Speaker of the House of Representatives, and the President Pro Tempore of the State Senate. Upon receipt of said communication the Legislature shall have a period of forty-five calendar days from the date the information is communicated to the presiding officers of both chambers in order to pass a Concurrent Resolution disapproving the proposed issuance. If the Concurrent Resolution has not received a majority of votes of those elected to and constituting both the

Oklahoma House of Representatives and the Oklahoma State Senate by the end of the forty-fifth day following the date upon which the proposed issuance is communicated to the presiding officers of both chambers, the proposed issuance shall be deemed to have been approved by the Legislature.

At this time the University's Administration is preparing for the issuance of general, limited and special obligation bonds in the next nine months to provide up to \$85,000,000 for the acquisition of property located in Oklahoma City, Oklahoma County, to become a part of the University of Oklahoma Health Sciences Center campus. A valuation and property description are on file in the Board of Regents Office.

The bonds contemplated herein will be secured by a pledge of all lawfully available sources of revenue other than revenues appropriated by the Legislature from tax receipts. Underlying the issuance of the bonds, the University's Administration will comply fully with the Board of Regents' "Debt Policy," meaning that the bonds will be supported by an achievable financial plan that includes servicing the debt, meeting any new or increased operating costs, and maintaining an acceptable debt service coverage ratio.

President Boren recommended the Board of Regents authorize the University's Administration to submit a request to the Governor, the Speaker of the House of Representatives, and the President Pro Tempore of the State Senate seeking approval to issue general, limited and special obligation bonds in support of funding for the acquisition of property located in Oklahoma City, Oklahoma County.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

#### **CHILLER UPGRADE AND CONVERSION FOR STEAM AND CHILLED WATER PLANT – HSC**

In 2010 HSC Site Support began a large upgrade project for the Steam and Chilled Water Plant, that included phasing out three 3,000-ton steam turbine driven chillers installed in the mid 1970's and replacing them with high efficiency chillers. Two 3,000-ton steam driven chillers will remain for back-up/safety in the event of electrical utility power failure. The chiller operation supports the Health Sciences Center including critical hospital and research loads. This phase of the project will convert No. 4 and No. 5 steam driven chillers to more efficient and environmentally compliant Freon usage and replace tubing to provide higher energy efficiency.

The sole source status of this acquisition is compelled by the condition that the original manufacture of the existing chillers was by the Carrier Corporation. Pricing was compared to similar equipment upgrades and the cost determined to be fair and reasonable.

Funding has been identified, is available and budgeted within the Steam and Chilled Water Plant upgrade project funds.

President Boren recommended the Board of Regents authorize the President or his designee to issue a purchase order in the amount of \$1,596,000 to Carrier Commercial Service of Broken Arrow on a sole source basis, for the upgrade and re-tubing conversion of two chillers for the Steam and Chilled Water Plant, Health Sciences Center Campus.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**FINANCIAL ASSURANCE FOR DECOMMISSIONING ACTIVITIES – HSC**

Title 10, Chapter 1 of the *Code of Federal Regulations*, Part 30, requires that a holder of, or an applicant for, a materials license issued pursuant to 10 CFR Part 30 provides assurance that funds will be available when needed for required decommissioning activities. The Health Sciences Center is currently in the process of renewing its materials license with the Oklahoma Department of Environmental Quality. Decommissioning funding is a means of providing financial assurance for the clean-up and disposal of radioactive materials in the event that an entity discontinues operations. The self-guarantee in the amount of \$1,125,000 is required only to provide financial assurance; it does not require the formal recognition of an accounting liability. The guarantee will include documentation validating the Health Sciences Center's credit rating and tangible net worth.

President Boren recommended the Board of Regents authorize the President or his designee to provide financial assurance for decommissioning activities in the form of a "self-guarantee" for \$1,125,000 to the Oklahoma Department of Environmental Quality.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**CONFOCAL IMAGING SYSTEM – HSC**

The Department of Ophthalmology, Health Sciences Center, requires the acquisition of a laser scanning confocal microscope. This equipment will provide state-of-the-art, fluorescence microscopy to be used in the training and education of more than 140 vision research investigators. With Age-related Macular Degeneration (AMD) and Diabetic Retinopathy becoming prevalent diseases that impair and obstruct vision, it is important that investigators obtain a macroscopic view of the retina and other parts of the eye so that key structures within the eye can be seen both in detail and overall. This integrated view is essential for basic and clinical research, both very important University goals.

This system will replace an existing microscope that is now outdated and beyond its useful life.

The sole source status of this acquisition is justified by the minimal training required to operate the similar compatible equipment and software with little lead time. The Purchasing department compared pricing to similar equipment by other manufacturers and determined the cost to be fair and reasonable. Additionally the University was awarded a substantial grant from the National Institutes of Health, National Eye Institute to replace existing equipment in support of the University's vision research program.

Funding has been identified, is available, and budgeted within the sponsored program account.

President Boren recommended the Board of Regents authorize the President or his designee to issue a purchase order in the amount of \$513,302 to Olympus America, Inc., of Center Valley, Pennsylvania, on a sole source basis, for a Confocal Imaging System.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.



**HEALTHCARE PERFORMANCE SURVEYS FOR OU PHYSICIANS – HSC**

OU Physicians (OUP) launched an initiative to measure and improve patient satisfaction for its healthcare practice by adopting a medical practice survey solution designed to collect, measure, and analyze patient satisfaction.

In response to a previous competitive solicitation, Press Ganey Associates, Inc., of Milwaukee, Wisconsin, the best value bidder, was awarded a contract to provide the performance surveys and follow-up consultation services.

The original contract resulted from the University's prescribed competitive process but the initial contract amounts were less than the dollar thresholds requiring the Board's approval. OUP plans a new multi-mode survey for fiscal year 2013. It will enhance the survey process by implementing an electronic method designed to increase the number of returned surveys for a larger group of providers.

Funding has been identified, is available and budgeted within the OU Physicians Administrative Service Unit account.

President Boren recommended the Board of Regents authorize the President or his designee to award a contract in the amount of \$308,000 to Press Ganey Associates, Inc., of Milwaukee, Wisconsin, based on a previously competitively awarded contract, for specialized healthcare performance survey services for OU Physicians.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**GENERAL, LIMITED AND SPECIAL OBLIGATION BONDS RESOLUTION – HSC**

At this time the University's Administration is preparing for the issuance of general, limited and special obligation bonds in the next nine months in support of the acquisition of property located in Oklahoma City, Oklahoma County, to become part of the University of Oklahoma Health Sciences Center campus. A valuation and property description are on file in the Board of Regents' Office.

Preparation of the disclosure statement (often referred to as the Preliminary Official Statement or POS) will be coordinated by the Financial Advisor with direction and input from the University's Administration, Bond Counsel, and the State Bond Advisor (the financing team). The POS will be submitted to the appropriate oversight organizations for review, approval, and rating, and will be used by the financing team to determine an appropriate plan of financing the project.

The bonds contemplated herein will be secured by a pledge of all lawfully available sources of revenue other than revenues appropriated by the Legislature from tax receipts, which results in a higher credit rating, lower costs of issuance, and interest cost savings. Underlying the issuance of the bonds, the University's Administration will comply fully with the Board of Regents' "Debt Policy", meaning that the bonds will be supported by an achievable financial plan that includes servicing the debt, meeting any new or increased operating costs, and maintaining an acceptable debt service coverage ratio.

President Boren recommended the Board of Regents:

- I. Authorize and approve the issuance on a tax-exempt or taxable basis, University of Oklahoma Health Sciences Center General, Limited and Special Obligation Bonds in an amount up to \$85,000,000 plus normal costs of issuance, which will provide funds for the acquisition of property located in Oklahoma City, Oklahoma County;
- II. Authorize and approve the borrowing of funds for the purpose of issuing the above mentioned bonds on a tax-exempt or taxable basis, paying normal costs of issuance related thereto, providing for bond insurance if necessary, capitalized interest, and any related reserves;
- III. Authorize and approve Resolutions and/or Supplemental Resolutions dated as of this date authorizing the form of the financing documents related thereto, including but not limited to, a Bond Indenture, a Trust Agreement, a Bond Purchase Agreement, a Continuing Disclosure Agreement, and an Official Statement;
- IV. Approve and authorize the award of the sale of the Bonds on either a competitive or negotiated basis based upon the final determination of the financing team and as determined to be in the best financial interest of the University of Oklahoma Health Sciences Center and authorizing the Vice President for Administration and Finance and the Associate Vice President for Administration and Finance and Chief Financial Officer of the University of Oklahoma Health Sciences Center to do all things necessary to consummate the transaction contemplated herein including, but not limited to, execution and delivery of any and all closing documents;
- V. Authorize the Chairman, Vice Chairman, and Executive Secretary of the Board of Regents of the University of Oklahoma to execute and deliver all necessary financing documents and related closing documents required by Bond Counsel;
- VI. Authorize the officers of the University of Oklahoma Health Sciences Center to execute any closing documents required by Bond Counsel and to take any further action required to consummate the transaction contemplated herein; and
- VII. Recognize and acknowledge that the University may fund certain costs of the projects described above, and to the extent the University utilizes its other operating funds for said purposes, it is intended that proceeds of the Bonds will be utilized to reimburse the University.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**FEES FOR INCOMING CREDIT CARD TRANSACTION PROCESSING – ALL  
MANAGED PROGRAM FOR COPIER AND PRINT EQUIPMENT AND SERVICES –  
ALL  
REPORT OF CERTAIN ACQUISITION CONTRACTS FOR INFORMATION  
TECHNOLOGY – ALL  
PREFERRED COMPUTER RELATED TECHNOLOGY PURCHASE AND LEASE  
AGREEMENT – ALL  
ON-CALL ARCHITECTS AND ENGINEERS QUARTERLY REPORT – ALL  
QUARTERLY REPORT OF PURCHASES – ALL  
QUARTERLY FINANCIAL ANALYSIS – ALL  
REGENTS' FUND ANNUAL FINANCIAL REPORT – ALL  
PROFESSIONAL SERVICES FOR UTILITY SYSTEMS – NC**

The listed items were identified, by the administration, in each agenda item as “For Information Only.” Although no action was required, the opportunity to discuss or consider any of them individually was provided.

**FEES FOR INCOMING CREDIT CARD TRANSACTION PROCESSING – ALL**

Board of Regents' policies and procedures require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$250,000 annually.

As do most higher education institutions, the University receives credit card payments in settlement of a wide variety of revenue transactions ranging from sales by the Athletics department to student tuition and fees. Annual revenues from all sources (Athletics, tuition, fees, auxiliary services sales, etc.) settled by credit card (Visa, MasterCard, American Express, Discover, etc.), are estimated at \$75 million to \$90 million. With respect to tuition and fees, the University began accepting credit card settlement in 1987 because parents and students requested the option, the University received payment more timely and therefore improved its cash flow, collection issues and efforts were favorably impacted, better efficiencies in operations and investments were achieved.

Normally, the merchant bank interchange fee - the processing fee charged by the bank sponsoring the credit card – is deducted from the payment so that the recipient receives the net amount. Interchange fees can exceed 2.0% of the transaction amount. Through a competitive solicitation, the University engaged the services of Unified Merchant Services (UMS) of Houston, Texas to process Visa and MasterCard transactions at an average fee of 1.84%. By this arrangement, the University receives the full amount on related transactions and then remits the associated interchange fee to UMS. Transactions settled by Visa and MasterCard represent almost 80% of the dollar value settled by credit card. Transactions settled by other credit cards (American Express, Discover, etc.) were excluded from the solicitation because they do not belong to the Visa/MasterCard merchant banking system.

Funding has been identified, is available and budgeted within the appropriate University unit's operating account.

This item was reported for information only. No action was required.

## MANAGED PROGRAM FOR COPIER AND PRINT EQUIPMENT AND SERVICES – ALL

Board of Regents' Policies and Procedures require that acquisition contracts that merely establish unit prices, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$250,000 annually.

This item provides the relevant information regarding the reportable contracts set forth below. The agreements provide the University copier and print equipment needs and support sustainability considerations by encouraging users to reduce paper consumption by increased usage of electronic transmission of information, enhancing capabilities for the recycling of various parts and consumables, and for the usage of materials that are not harmful to the environment.

The contracts are based on a previous competitive solicitation and will be the third renewal of a seven-year contract.

FY12 actual expenditures are below:

BMI Systems	\$3,147,772
Standley Systems	\$ 337,096
Sooner Copy Machine	\$ 60,123

Funding has been identified, is available and budgeted within respective departmental operating budgets.

This item was reported for information only. No action was required.

## REPORT OF CERTAIN ACQUISITION CONTRACTS FOR INFORMATION TECHNOLOGY – ALL

Board of Regents' policy requires that acquisition contracts that merely establish unit prices, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$250,000 annually.

This item reports relevant information regarding the following reportable contracts. The agreements support the University's Information Technology (IT) department by providing miscellaneous technology equipment, peripherals, software and accessories for resale mainly in the OU IT Store and to campus departments, faculty, staff and students.

The audio visual (A/V) equipment contract supports IT by establishing availability of Panasonic A/V equipment. Panasonic is the campus standard for consistency of operation and maintenance and the Information Technology A/V team is certified for this brand.

Supplier	Product / Service	Campus	Begin Date	End Date	FY12 Expenditures	FY13 Estimated Expenditures	Selection Method
D & H Distributing Co. of Harrisburg, Pennsylvania	Technology equipment, peripherals, software, and accessories	Norman	July 1, 2012	June 30, 2013	\$711,054	\$750,000	Competitive

Mansfield Media Solutions LLC of Austin, Texas	Panasonic audio visual products	ALL	July 1, 2012	June 30, 2013	\$285,134	\$250,000	Competitive
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Funding has been identified, is available and budgeted within the Information Technology operating account.

This item was reported for information only. No action was required.

### **PREFERRED COMPUTER RELATED TECHNOLOGY PURCHASE AND LEASE AGREEMENT – ALL**

Board of Regents' policies and procedures require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$250,000 annually.

This item reports the anticipated activity for preferred computer purchases and computer leasing for fiscal year 2013 estimated to be \$9,500,000. The prime supplier contract was awarded to support the University's Information Technology (IT) Department by simplifying and standardizing the University's responsibilities to provide computing capabilities at desktop and laptop levels and ensure the continual updating and refreshing of technology.

The previous annual expenditures for fiscal year 2012 for all campuses are as follows:

Norman	\$6,612,446
HSC/Tulsa	\$3,154,430
Total	\$9,766,876

The contract awarded to Dell Inc., of Round Rock, Texas is based on a previous competitive solicitation and will be the sixth renewal of a ten-year contract.

Funding has been identified, is available and budgeted within the IT operating account.

This item was reported for information only. No action was required.

### **ON-CALL ARCHITECTS AND ENGINEERS QUARTERLY REPORT – ALL**

In May 2004, the Board of Regents authorized a group of architectural and engineering firms to provide professional services required for small projects. The terms of service for all of these on-call consultants expired at June 30, 2009; however some professional services authorized prior to the expiration date are still underway. In May 2009, the Board authorized a new group of architectural and engineering firms to provide professional on-call services.

The summarized work completed during the fourth quarter of fiscal year 2012 by on-call architectural and engineering firms in both groups is attached hereto as Exhibit A.

This item was reported for information only. No action was required.

**QUARTERLY REPORT OF PURCHASES – ALL**

The Board of Regents policy governing the buying and selling of goods and services states that:

- I. Purchases and/or acquisition of goods and services over \$250,000 must be submitted to the Board for prior approval; and
- II. Purchase obligations between \$50,000 and \$250,000 must be reported quarterly to the Board as an information item. Sole source procurements in this category must also be reported and identified as such.

The quarterly report for II above is attached hereto as Exhibit B.

This item was reported for information only. No action was required.

**QUARTERLY FINANCIAL ANALYSIS – ALL**

By request of the Board of Regents, the Quarterly Financial Analysis for the year ended June 30, 2012 is presented and attached hereto as Exhibit C. The detailed information upon which the attached Executive Summary is based was distributed separately to the Regents prior to the September meeting.

This item was reported for information only. No action was required.

**REGENTS' FUND ANNUAL FINANCIAL REPORT – ALL**

This summary report, attached hereto as Exhibit D, is provided in accordance with The University of Oklahoma Board of Regents policy. It highlights all of the financial activity within the Regents' Fund during the year ended June 30, 2012.

This item was reported for information only. No action was required.

**PROFESSIONAL SERVICES FOR UTILITY SYSTEMS – NC**

Board of Regents policies and procedures require that acquisition contracts that merely establish unit prices, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$250,000 annually.

In January 2009, the Board of Regents authorized University Administration to award a contract in an overall amount not to exceed \$1,050,000, to C.H. Guernsey & Co. of Oklahoma City (Guernsey), for professional services relative to the concession operation of certain Norman Campus utility systems. That contract served the University through the RFP process, continuing on through substantially all of the negotiations. In May 2010, University Administration informed the Board that Guernsey would be retained on an indefinite-delivery, time-and-materials basis – at Guernsey's GSA rates – to assist the University beyond the scope of the contract referenced above. At that time, the cost of the services was not expected to exceed \$600,000.

As negotiation of the concession agreement neared completion, University Administration deemed it vital for the University's best interest to continue the month-to-month engagement with Guernsey. Actual costs with Guernsey from April 2010 through June 2012 have been \$1.223 million (average monthly  $\approx$  \$47,000) representing professional services in

support of (1) the award of the concession agreement in August 2010 to Corix Utilities, Inc. of Vancouver, British Columbia, (2) the transfer of operations, (3) the initial management of the relationship, (3) training and support leading to the concession's first rate case (yet to take place), (4) University audit of Corix's financial records related to concession operations, and (5) periodic consultation related to concession issues. Future average monthly expenditure is estimated at \$42,000 or less.

Funding is identified, available and budgeted within the Facilities Management's Utilities operating account.

This item was reported for information only. No action was required.

## PROPOSALS, CONTRACTS, AND GRANTS

In accord with Regents' policy, a list of awards and/or modifications in excess of \$250,000 or that establish or make policy for the University, or that otherwise involve a substantial or significant service to be performed by the University are shown on the following pages. Comparative data for fiscal years 2008 through 2012 and current month and year-to-date, are shown on the graphs and tables attached hereto as Exhibit E.

The Provisions of Goods and Services policy provides that new contracts and grants in excess of \$250,000 must be referred to the Board of Regents for ratification. In addition, in the event a contract, grant, document, or arrangement involved would establish or make policy for the University, or would otherwise involve a substantial or significant service to be performed by the University, that contract, arrangement, or document shall be referred to the Board of Regents for approval.

	FY11 Year-to-Date Expenditures		FY12 Year-to-Date Expenditures
UNIVERSITY OF OKLAHOMA	\$288,901,663		\$284,011,129
NORMAN CAMPUS	\$151,509,651		\$157,413,381
HEALTH SCIENCES CENTER	\$137,392,012		\$126,597,748

President Boren recommended that the Board of Regents ratify the awards and/or modifications for May and June 2012 submitted with this Agenda Item.

Regent Dunning moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**SUBSTANTIVE PROGRAM CHANGES – NC**

The Oklahoma State Regents for Higher Education require that all substantive changes in degree programs be presented to the institution's governing board for approval before being forwarded to the State Regents for consideration. The changes in academic programs itemized in the attached list have been approved by the appropriate faculty, academic units and deans, the Academic Programs Council, and the Senior Vice President and Provost. They are being submitted to the Board of Regents for approval prior to submission to the State Regents.

Substantive Program Change  
Approved by Academic Programs Council, May 4, 2012

**Program Option Addition**

MICHAEL F. PRICE COLLEGE OF BUSINESS

Business Administration, Master of Business Administration (RPC 025, MC TBD)

Program option addition. Add Level IV option of Energy Executive MBA. New option is hybrid (face-to-face/online) MBA program for senior energy professionals. Admission decisions for the EEMBA take into account three primary areas of evaluation: Professional Experience, Academic Qualifications and Additional Relevant Criteria (e.g., potential contribution to learning experience of the program, maturity and motivation, community service and professional activities, etc.). All applicants must have the written endorsement of their organization, confirming commitment of full financial and program-related support (if the candidate is being sponsored by the organization), or confirming that the organization supports the application and understands the time commitments required to fulfill all program requirement and study. Proposed curriculum is 36 hours of graduate-level coursework. Mode of delivery will be both online and face-to-face course delivery with on-site week to begin and end the program. Majority of program will not be available via electronic media.

Reason for request:

The Michael F. Price College of Business is proposing an Energy Executive MBA (EEMBA) option designed to take advantage of The University of Oklahoma's international reputation in the energy industry. OU has one of the oldest undergraduate Energy Management programs with an extensive list of very loyal alumni, an identified energy accounting program and an area of focus on energy related research. This combination puts us in a unique position to provide an MBA program tailored especially to the energy industry. This option is being added to enable senior energy professionals (who are unable to take an on-site program due to job demands/frequent relocation) to get a formal MBA degree with a focus on energy, and for our program to have global presence. The EEMBA program is an integral part of Price College's strategy to design and deliver programs specifically for the energy industry. It serves a fast growing need in the energy industry for top flight executive MBA education targeted specifically for experienced managers, particularly those with a technical background. This program will give University of Oklahoma and Price College a global footprint in the energy industry and significantly elevate our brands. The reputation of University of Oklahoma and Price College in the energy sector makes this program both timely and likely to be well received by its intended audience.

President Boren recommended the Board of Regents approve the proposed changes in the Norman Campus academic program.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.



**PREFERRED SUPPLIER FOR OFFICE RELATED PRODUCTS –ALL**

At its September 2011 meeting, the Board authorized University Administration to contract with SciQuest, Inc. of Cary, North Carolina, to implement a procurement electronic marketplace for the Norman Campus, pursuant to strategic sourcing initiatives generally accepted as best practice. The marketplace, became operational in July 2012, and facilitates the directing of departmental purchases to key suppliers. In March 2012 University Administration engaged Huron Consulting Group of Chicago, Illinois (HCG) to advise, facilitate, and coordinate a competitive solicitation for office related products (the HCG engagement fell under an existing contract that previously had been competitively awarded).

In response to the solicitation, the following companies responded:

Copelins Office Center	Norman
LD Products	Long Beach, California
OfficeMax Incorporated	Naperville, Illinois
Staples, Inc.	Framingham, Massachusetts

The evaluation team comprised the following individuals:

Nathan Baird, Manager, Purchasing  
 Nick Hathaway, Executive Vice President and Vice President for Administration and Finance  
 Eddie Huebsch, Project Manager, Information Technology  
 Burr Millsap, Associate Vice President for Administration and Finance  
 Terri Pinkston, Controller, Financial Services

The evaluation criteria were pricing of core items and non-core items. The evaluation team determined that the responses submitted by Copelins Office Center and LD Products did not fully meet the requirements of the solicitation. The team determined that, between the two remaining responses, the one submitted by Staples, Inc. of Framingham, Massachusetts (Staples) represented the better value to the University. Under the proposed agreement, Staples will provide aggressive pricing for both core and non-core items, internships, student recruiting opportunities, and other operational enhancements. The agreement confers preference, not exclusivity; other suppliers are available.

Funding has been identified, is available and budgeted within Norman campus departmental budgets.

President Boren recommended the Board of Regents authorize the President or his designee to award a contract to Staples Inc., of Framingham, Massachusetts, the best value bidder, as the Norman Campus' Preferred Supplier for office related products, for the nine-month period beginning October 1, 2012, with option to renew annually each July 1 according to the terms of the related agreement.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**PREFERRED SUPPLIER FOR SCIENTIFIC PRODUCTS – NC**

At its September 2011 meeting, the Board authorized University Administration to contract with SciQuest, Inc. of Cary, North Carolina, to implement a procurement electronic marketplace for the Norman Campus, pursuant to strategic sourcing initiatives generally accepted as best practice. The marketplace, became operational in July 2012, and facilitates the directing of departmental purchases to key suppliers. University Administration entered into negotiations with VWR International, LLC, of Radnor, Pennsylvania (VWR) based upon a

competitively awarded contract accessible to the University through E&I Cooperative Purchases, Inc. University Administration engaged Huron Consulting Group of Chicago, Illinois (HCG) to advise, facilitate, and coordinate the negotiations (the HCG engagement fell under an existing contract that previously had been competitively awarded).

Under the supplemental agreement, VWR will provide aggressive pricing for both core and non-core items. The agreement confers preference, not exclusivity; other suppliers are available.

Funding has been identified, is available and budgeted within Norman campus departmental budgets.

President Boren recommended the Board of Regents authorize the President or his designee to execute a supplemental agreement with VWR International, LLC, of Radnor, Pennsylvania, as the Norman Campus' Preferred Supplier for scientific products, based upon a competitively awarded contract available through E&I Cooperative Purchasing, Inc., for the nine-month period beginning October 1, 2012, with option to renew annually each July 1 according to the terms of the related agreement.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

#### **SERVICE AGREEMENT FOR GAS TURBINES IN UTILITY PLANT #4 – NC**

The construction of Utility Plant #4 (UP4) included two gas turbines for steam and power generation. To secure the necessary maintenance and support, the University desires the coverage of the above-requested manufacturer-provided service agreement. The estimated annual cost is \$900,000 for a term of five years, subject to the University's "funding-out" provision.

The agreement provides for an independent evaluation of problems encountered, remote monitoring, and routine maintenance. Any malfunctioning component of the gas turbines and associated equipment will be repaired or replaced at a prorated cost to restore full operational capability of the affected turbine.

The service agreement includes a dedicated representative to provide maintenance coordination/planning, remote troubleshooting and support for site related issues. The representative will remotely monitor the two turbines to collect operational data and provide early warning of faults or wear to decrease unplanned downtime. The data collected will provide an independent view of how UP4 is operating and will allow the University to directly monitor the covered equipment.

The sole source nature of this action is based upon manufacturer knowledge and expertise. The University considers the annual cost reasonable and acceptable based upon the size, importance, complexity, and criticality of the turbines to the University's operations.

Funding has been identified, is available and budgeted within the Facilities Management operating budget.

President Boren recommended the Board of Regents authorize the President or his designee to execute an agreement in an estimated annual amount of \$900,000, with Solar Turbines Incorporated of Houston Texas, on a sole source basis, for maintenance and support for the two gas turbines within Utility Plant #4, for the one year period beginning at date of execution, with option to renew for four additional one-year periods.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

## **ENTERPRISE FILE STORAGE SOLUTION – ALL**

### **I. AWARD A CONTRACT:**

The Information Technology Department seeks to standardize, refresh and expand its file-based storage solutions (hardware, management and monitoring software and related licenses, training, and data migration professional services). The proposed solution will be housed in the data centers at Norman and Oklahoma City and will replicate data between sites for higher levels of data protection and disaster recovery. It will support a wide portfolio of enterprise and departmental applications (academic, administrative, research, and patient-care). It is a component of the ongoing Information Technology shared services strategy that spans the data centers at each of the University's campuses with technology that (1) standardizes and updates the University infrastructure, (2) provides consolidated and consistent services, (3) delivers enhanced resiliency and disaster recovery capabilities, and (4) achieves University-wide efficiencies and cost savings. Direct cost savings for this purchase is estimated at \$623,750.

In response to a competitive solicitation, the following bids were received:

Dell Marketing, L.P.	Round Rock, Texas
EMC Corporation	McLean, Virginia
eTech Corporation	Edmond
Presidio Networked Solutions	Greenbelt, Maryland
Vion Corporation	Austin, Texas

The evaluation committee comprised the following individuals:  
 Bryan Beavers, Business Administrator, Information Technology  
 BJ Fox, Senior Systems Analyst, Information Technology  
 David Horton, Associate Vice President, Information Technology

Craig Sisco, Manager, Purchasing Department  
 Shad Steward, Director, Information Technology  
 Matthew Younkens, Director, Information Technology

The evaluation criteria were vendor understanding of solution, professional services, technology solution, price and vendor strengths and stability.

The results of the evaluation were as follows:  
 (Weighted Score 0-5, 5 being the best)

Bidder	Met Specifications	Total Weighted Score
EMC Corporation	Yes	4.02
Dell Marketing, L.P.	Yes	3.41
Presidio Networked Solutions	Yes	3.04
Vion Corporation	Yes	2.42
eTech Corporation	Yes	2.33

The evaluation team determined that the response and offering by EMC Corporation, of McLean, Virginia, best met the requirements of the RFP and demonstrated the best solution for the University's goals and expectations.

## II. AND III. MASTER LEASE-PURCHASE PROGRAM

The Oklahoma State Regents for Higher Education (OSRHE) implemented the Master Lease-Purchase program to facilitate for Oklahoma colleges and universities acquisitions of long-lived assets using the lease-purchase method. OSRHE submits funding requirements periodically through the State of Oklahoma Council of Bond Oversight and the Oklahoma Development Finance Authority, the conduit financing agency. Institutions fund the resulting debt service using current operating funds. The consolidation of multiple funding requests into a single debt issuance by the OSRHE greatly reduces the time and effort that would otherwise be required for an institution to finance the acquisition of a major capital asset. A Reimbursement Resolution by the Board is required in the event-because of timing-University funds must be used for the original acquisition, and reimbursement is needed from the lease proceeds. This Resolution constitutes a declaration of official intent as is required by the reimbursement regulations set forth in Regulation Section 1.150-2 of the Internal Revenue Code.

Funding has been identified, is available and budgeted within the Information Technology operating budgets.

President Boren recommended the Board of Regents:

- I. Authorize the President or his designee to issue a purchase order in the amount of \$867,330, to EMC Corporation, of McLean, Virginia, the best value bidder, for a multi-data center enterprise file storage solution for Information Technology Shared Services;
- II. Authorize the President or his designee to submit the above acquisition for inclusion under the Oklahoma State Regents for Higher Education Master Lease-Purchase Program; and
- III. Recognize and acknowledge that the University may fund certain costs of the above project prior to delivery of purchase proceeds from its own funds and, to the extent the University utilizes its own funds for said purposes, it is intended that proceeds of the Master Lease-Purchase Program will be utilized to reimburse the University.

Regent Dunning moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

## **DATA CENTER OPTICAL NETWORK TAP SOLUTION – ALL**

### I. AWARD A CONTRACT:

The Information Technology Department seeks to implement a new data center optical network tap solution for the Norman, Oklahoma, and Tulsa campuses. The solution will allow data center network traffic to be duplicated according to security policies and routed for inspection by network intrusion detection and monitoring systems as part of an overall standardized IT infrastructure at each campus. The data centers and infrastructure support a wide portfolio of enterprise and departmental applications (academic, administrative, and patient-care). It is a component of the ongoing Information Technology shared services strategy

that spans the data centers at each of the University's campuses with technology that (1) standardizes and updates the University infrastructure, (2) provides consolidated and consistent services, (3) delivers enhanced resiliency and disaster recovery capabilities, and (4) achieves University-wide efficiencies and cost savings.

In response to a competitive solicitation, the following bids were received:

AT&T	Oklahoma City
Fishnet Security, Inc.	Overland Park, Kansas
Hula Networks, Inc.	Sunnyvale, California

The evaluation committee comprised the following individuals:

Bryan Beavers, Business Administrator, Information Technology  
 BJ Fox, Senior Systems Analyst, Information Technology  
 David Horton, Associate Vice President, Information Technology

Craig Sisco, Manager, Purchasing Department  
 Shad Steward, Director, Information Technology  
 Matthew Younkens, Director, Information Technology

The evaluation criteria were vendor understanding of solution, professional services, technology solution, price and vendor strengths and stability.

The results of the evaluation were as follows:  
 (Weighted Score 0-5, 5 being the best)

Bidder	Met Specifications	Total Weighted Score
Fishnet Security, Inc. – Gigamon	Yes	3.52
Fishnet Security, Inc. – Net Optics	Yes	3.28
AT&T	Yes	2.33
Hula Networks, Inc.	Yes	1.55

The evaluation team determined that the response and offering by Fishnet Security, Inc., of Overland Park, Kansas, best met the requirements of the RFP and demonstrated the best solution for the University's goals and expectations.

## II. AND III. MASTER LEASE-PURCHASE PROGRAM

The Oklahoma State Regents for Higher Education (OSRHE) implemented the Master Lease-Purchase program to facilitate for Oklahoma colleges and universities acquisitions of long-lived assets using the lease-purchase method. OSRHE submits funding requirements periodically through the State of Oklahoma Council of Bond Oversight and the Oklahoma Development Finance Authority, the conduit financing agency. Institutions fund the resulting debt service using current operating funds. The consolidation of multiple funding requests into a single debt issuance by the OSRHE greatly reduces the time and effort that would otherwise be required for an institution to finance the acquisition of a major capital asset. A Reimbursement Resolution by the Board is required in the event-because of timing-University funds must be used for the original acquisition, and reimbursement is needed from the lease proceeds. This Resolution constitutes a declaration of official intent as is required by the reimbursement regulations set forth in Regulation Section 1.150-2 of the Internal Revenue Code.

Funding has been identified, is available and budgeted within the Information Technology operating budgets at each of the University campuses.

President Boren recommended the Board of Regents:

- I. Authorize the President or his designee to issue a purchase order in the amount of \$618,020, to Fishnet Security, Inc., of Overland Park, Kansas, the best value bidder, for an optical network tap solution for the data centers for Information Technology Shared Services;
- II. Authorize the President or his designee to submit the above acquisition for inclusion under the Oklahoma State Regents for Higher Education Master Lease-Purchase Program; and
- III. Recognize and acknowledge that the University may fund certain costs of the above project prior to delivery of purchase proceeds from its own funds and, to the extent the University utilizes its own funds for said purposes, it is intended that proceeds of the Master Lease-Purchase Program will be utilized to reimburse the University.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

## **DATA CENTER NETWORK INTRUSION DETECTION SYSTEM – ALL**

### **I. AWARD A CONTRACT:**

The Information Technology Department seeks to acquire and implement a standardized data center network intrusion detection system. The high-performance and robust system will inspect inbound and outbound network data traffic for all University data centers as part of a comprehensive data security strategy. It is a component of the ongoing Information Technology shared services strategy that spans the data centers at each of the University's campuses with technology that (1) standardizes and updates the University infrastructure, (2) provides consolidated and consistent services, (3) delivers enhanced resiliency and disaster recovery capabilities, and (4) achieves University-wide efficiencies and cost savings.

In response to a competitive solicitation, the following bids were received:

Fishnet Security, Inc.	Overland Park, Kansas
Presidio Networked Solutions	Greenbelt, Maryland
Tactical Flex, Inc.	Snohomish, Washington

The evaluation committee comprised the following individuals:

Joe Bartnik, Assistant Director, Information Technology  
 Bryan Beavers, Business Administrator, Information Technology  
 David Horton, Associate Vice President, Information Technology  
 Craig Sisco, Manager, Purchasing Department  
 Shad Steward, Director, Information Technology  
 Matthew Younkens, Director, Information Technology

The evaluation criteria were vendor understanding of solution, professional services, technology solution, price and vendor strengths and stability.

The results of the evaluation were as follows:  
(Weighted Score 0-5, 5 being the best)

Bidder	Met Specifications	Total Weighted Score
Fishnet Security, Inc. – Palo Alto Option 3	Yes	3.47
Fishnet Security, Inc. – Palo Alto Option 1	Yes	3.36
Fishnet Security, Inc. – Palo Alto Option 2	Yes	3.13
Fishnet Security, Inc. – McAfee	Yes	2.51
Fishnet Security, Inc. – Sourcefire Platinum	Yes	2.48
Presidio Networked Solutions – Tipping Point 5 Year Upfront	Yes	2.48
Presidio Networked Solutions – One Year	Yes	2.40
Tactical Flex, Inc.	Yes	1.95

The evaluation team determined that the response and offering by Fishnet Security, Inc., of Overland Park, Kansas, best met the requirements of the RFP and demonstrated the best solution for the University's goals and expectations.

## II. AND III. MASTER LEASE-PURCHASE PROGRAM

The Oklahoma State Regents for Higher Education (OSRHE) implemented the Master Lease-Purchase program to facilitate for Oklahoma colleges and universities acquisitions of long-lived assets using the lease-purchase method. OSRHE submits funding requirements periodically through the State of Oklahoma Council of Bond Oversight and the Oklahoma Development Finance Authority, the conduit financing agency. Institutions fund the resulting debt service using current operating funds. The consolidation of multiple funding requests into a single debt issuance by the OSRHE greatly reduces the time and effort that would otherwise be required for an institution to finance the acquisition of a major capital asset. A Reimbursement Resolution by the Board is required in the event-because of timing-University funds must be used for the original acquisition, and reimbursement is needed from the lease proceeds. This Resolution constitutes a declaration of official intent as is required by the reimbursement regulations set forth in Regulation Section 1.150-2 of the Internal Revenue Code.

Funding has been identified, is available and budgeted within the Information Technology operating budgets at the Norman campus and Health Sciences Center.

President Boren recommended the Board of Regents:

- I. Authorize the President or his designee to issue a purchase order in the amount of \$332,255, to Fishnet Security, Inc., of Overland Park, Kansas, the best value bidder, for a network intrusion detection system for the data centers for Information Technology Shared Services;
- II. Authorize the President or his designee to submit the above acquisition for inclusion under the Oklahoma State Regents for Higher Education Master Lease-Purchase Program; and

- III. Recognize and acknowledge that the University may fund certain costs of the above project prior to delivery of purchase proceeds from its own funds and, to the extent the University utilizes its own funds for said purposes, it is intended that proceeds of the Master Lease-Purchase Program will be utilized to reimburse the University.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

#### **FURNITURE FOR FOUR PARTNERS PLACE – NC**

The Multi-Tenant Office Facility No. 4 (Four Partners Place) project was first approved by the Board of Regents at its May 2007 meeting as part of the comprehensive Campus Master Plan of Capital Improvements Projects for the Norman Campus. This request is to purchase furniture for the third floor that will house three large research groups, all which are funded by sponsored research. The three groups that will be located on this floor are Department of Interior South Central Climate Control, Oklahoma Water Survey, and the OU Center for Spatial Analysis. The synergy obtained by co-locating all three groups on the same floor, and the possibility of adding a fourth (federal) organization, played a key role in the University obtaining the Climate Science Center and will allow the University to continue building upon its international reputation in weather, water and climate science.

The purchase will be made against one of several contracts that were awarded through a previous competitive solicitation conducted by the University. Selected suppliers were evaluated for discounted pricing, brand lines, terms and conditions, and other specifications.

Funding has been identified, is available and budgeted within the Office of the Vice President for Research account.

President Boren recommended the Board of Regents authorize the President or his designee to issue a purchase order in the amount of \$265,944 to Workplace Resource, of Oklahoma City, based upon a previously competitively awarded contract, for furniture for Four Partners Place.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

#### **STEPHENSON LIFE SCIENCES RESEARCH CENTER PROTEIN PRODUCTION CORE FACILITY – NC**

OU has been awarded a 5-year, \$9.7 million National Institutes of Health (NIH) grant to establish a Center of Biomedical Research Excellence (CoBRE) in Structural Biology. At the Norman and the Health Sciences Center campuses, a number of research groups utilize a structural approach to study important biological macromolecules, in particular, proteins or nucleic acids that are promising targets for rational drug design for treatment of human diseases and conditions associated with aging, osteoporosis, diabetes, and bacterial and parasitic infections. The goal of the NIH CoBRE grant is to increase the pace, competitiveness and success rate of structural biology research in Oklahoma. The grant furthers the research activities and career development of four junior faculty under the direction of senior mentors while at the same time strengthening the OU research infrastructure. It supports the creation of statewide core facilities providing users access to shared instrumentation, staff support and training. It further encourages the statewide promotion of structural biology through symposia, workshops, a seed grant program and core research facilities.



Funds from the NIH grant will allow for the creation of a new Protein Production Core Facility (PPCF) to be housed in the Stephenson Life Sciences Research Center (SLSRC). The renovation plan is to reconfigure a "two-module" laboratory area immediately adjacent to the Macromolecular X-ray and Crystallization Laboratory (MCL). The reconfiguration will result in a secure stand-alone laboratory with central hallway access. An equipment alcove will be created with additional wall and floor space for laboratory equipment. There will be ample bench work areas and a chemical fume hood in the main laboratory. In addition, a doorway will be installed between the PPCF and the MCL, which will facilitate interactions between users and staff of the two CoBRE-supported core facilities. Also, a number of modifications to existing lab modules adjacent to the PPCF will be made to accommodate the new faculty hired in association with the NIH grant and to relocate the displaced research groups. A total budget of \$500,000 is proposed for the project.

As project architects for Chemistry and Biochemistry facilities master planning and for the SLSRC project, the firm Peckham, Guyton, Albers and Viets will prepare design and construction documents for the PPCF renovation project. Flintco, LLC was selected to provide construction management services for the SLSRC project as well as for future components of the life sciences complex, and will serve as construction manager for this renovation. It is anticipated that the Board will be requested to approve a guaranteed maximum price for construction later this year.

Funding for the project has been identified, is available and budgeted in the amount of \$219,660 from the NIH grant. Additional funding needed for project elements and costs that are not eligible for funding from the grant will be provided from the Vice President for Research and the Chemistry and Biochemistry Department.

President Boren recommended the Board of Regents approve the Stephenson Life Sciences Research Center Protein Production Core Facility project with a budget of \$500,000 and the addition of the project to the Campus Master Plan of Capital Improvements for the Norman Campus.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

## **RENEWAL OF HEALTH AND DENTAL INSURANCE CONTRACTS – ALL**

By this action, University Administration requests the Board's authorization to renew the contracts for medical and dental insurance beyond their original termination dates. The University's standard practice would be to submit these contracts for competitive bid. However, a re-solicitation is not recommended at this time because of the very favorable renewal rates negotiated with the carriers, and the opportunity to avoid disrupting employee/provider relationships associated with a potential vendor change.

As a result of the referenced negotiations there will be an overall increase in University costs for health insurance premiums for active employees of only 2.5% for 2013, compared with national trends of 6% to 8%. Negotiated BCBS rates for 2013 are attached hereto as Exhibit F. Employees in the PPO option will pay 2.5% more in 2013, while employees in the HMO option will see slight decreases in rates, as the HMO rates remained unchanged while University contributions increased by 2.5%. The University's Traditional Indemnity Plan for Medicare eligible retirees will decrease by 1.8%, primarily due to an 18% decrease in the costs for the Medicare Part D (pharmacy) portion of the program.

The CommunityCare of Oklahoma HMO option will not be renewed for 2013. The CommunityCare HMO option has been offered to Tulsa area employees since 2009 due to a gap in network coverage for the BCBS HMO in the Tulsa area. CommunityCare's plan is

significantly more costly than the other health plans offered, and membership has been dwindling. This year CommunityCare proposed a rate increase of 12%. The proposed 2013 HMO rates would result in increases in costs to members significantly above the other plans offered, and cause a further significant decrease in enrollment. With a current enrollment of just 250 Tulsa Campus employees, the plan is not sustainable going forward, and is being eliminated as an option.

Negotiated Delta Dental rates for 2012 are shown in the attachments (Exhibit F). The increase in premiums is 3.6% for active employees and retirees in the Basic Plan, for which the University pays the full cost. The alternative plan is increasing by 8.5%.

The University's overall contribution strategy for health and dental insurance for 2013 remains unchanged.

Also recommended is the addition of a flat \$50,000 life insurance option for employees earning more than \$33,333 annually. The University provides one and one half times salary as a basic life insurance benefit. The IRS requires that employer provided life insurance in amounts above \$50,000 be reported as imputed income. There are some small number of University employees who prefer the lower life insurance benefit in order to avoid the tax liability associated with additional imputed income. This option accommodates those employees at no additional cost to the University, while ensuring a minimum level of protection for all employees.

President Boren recommended the Board of Regents authorize:

- I. Additional renewal of the contract with BlueCross BlueShield of Oklahoma, of Tulsa for 2013;
- II. Additional renewal of the contract with Delta Dental Plans of Oklahoma, of Oklahoma City for 2013; and
- III. Addition of a flat \$50,000 University-paid Life Insurance Option to the contract with the Standard Insurance Company of Portland Oregon for 2013.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

## **RETIREMENT INCENTIVE PROGRAMS – ALL**

By this action, University Administration requests the Board's authorization to establish and implement voluntary retirement incentive programs for selected departments and academic units. The purpose of the programs is to provide organizational flexibility to address fiscal constraints, optimize organizational efficiencies, and support orderly personnel transitions and succession. The limited use of voluntary retirement incentive programs in those units where fiscal or organizational priorities require managing manpower allocations can provide a better alternative than other involuntary personnel actions. A significant number of faculty and staff members across the organization have reached retirement eligibility. In some organizations, offering a separation incentive may cause faculty or staff to accelerate their retirement plans which would provide some organizational flexibility in managing manpower going forward. This type of program has been implemented by many peer institutions in recent years, and can be an effective complement to other budgeting and staffing strategies used in response to fiscal challenges.

Highlights of the program are described below:

- An individual department must submit a request to offer a voluntary retirement incentive plan (VRIP) to the President for review and approval. That request must detail the eligible members and the specific institutional objectives that will be achieved by adoption of the plan. Acceptable institutional objectives include long-term reduction in salary/wage and benefit costs, redirecting positions to focus on higher priorities, or to assist in avoiding or minimizing involuntary terminations due to reductions in personnel.
- Faculty or staff members in departments approved to offer a VRIP must meet normal university retirement age and service requirements to apply for participation in the program.
- The VRIP is not intended to be an entitlement. A fundamental requirement is that approved applications must help achieve one of the institutional objectives described above. Not every application to participate will be approved.
- Requests to participate in the plan will be reviewed by the appropriate Dean or Vice-President, who will determine which applicants are approved and the timing of their separation. The needs of the organization are primary in this review, and applying to participate is no guarantee of approval.
- Members approved for participation will sign a formal agreement specifying a retirement date and acknowledging their understanding of the program rules and benefits.
- Human Resources will provide all employees eligible for the VRIP the details of the program and a summary of benefits provided.
- A release of all employment related claims will be required before separation benefits are paid.
- Approved VRIP plan participants will receive 6 months of base pay, not to exceed \$100,000, upon retirement. No other special benefits or retirement incentives are provided by the VRIP; participants will be eligible for all other benefits normally associated with OU retirement.
- Employees who participate in the VRIP will not be eligible for reemployment in a benefits eligible position for three years after retirement. However, participating faculty and staff may return after 60 days as part-time, non-benefits eligible employees at a less than .5 FTE.

University Administration will provide the Board periodic reports of the use and results of implemented voluntary retirement incentive programs.

President Boren recommended the Board of Regents authorize the President and his designees to take actions necessary to establish voluntary retirement incentive programs (VRIP) to be implemented as needed to achieve organizational efficiencies within available fiscal constraints.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **CHANGES IN REGENTS' POLICY MANUAL 3.1.7, THE FACULTY HANDBOOK 5.10, THE STAFF HANDBOOK 5.20 – CONFLICT OF INTEREST POLICY – NC**

The Norman Campus Financial Conflict of Interest policy was last revised in 2005. The recommended changes to the Regents' Policy Manual 3.1.7, the Norman Campus Faculty Handbook 5.10 (inclusive of all subsections), and the Norman Campus Staff Handbook 5.20 revise financial conflict of interest policies to reflect changes in federal funding agency policies that faculty and staff working on sponsored projects must follow and also incorporate non-financial conflicts of interest, particularly as faculty and staff have increasing involvement with

private and non-profit companies and organizations. These changes will provide more comprehensive guidance to faculty and staff in avoiding or managing conflicts of interest and also will bring the Norman campus into compliance with new conflict of interest policies implemented by federal funding agencies.

Modifications to the relevant sections of the current conflict of interest policies are noted as deletions by strike-through and additions by underline, attached hereto as Exhibit G.

President Boren recommended the Board of Regents approve changes in the Regents' Policy Manual 3.1.7, the Norman Campus Faculty Handbook 5.10 (inclusive of all subsections), and the Norman Campus Staff Handbook 5.20 – Conflict of Interest Policy – NC.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **TRANSFER OF REGENTS' FUTURE PROFIT INTERESTS – NC**

The financial and economic conditions of the last four years have put strain on the traditional sources of funding for the University, including discretionary funding that the Foundation's trustees have provided to the University's high priority projects. Consequently, this discretionary funding has been important, making a positive impact on the campus. The Foundation has proposed an alternative source of funding that will provide additional discretionary funds to University programs and projects over the next four years.

The University, as Seller, and University North Park, LLC, a wholly owned subsidiary of the Foundation ("UNP"), as Buyer, entered into a Purchase and Sale Agreement (as amended) for certain real property ("Property") in 2003 under the terms of which the University owned a future profits interest in revenues from the Property. In that Agreement (the "2003 Agreement"), UNP agreed that certain revenues from minerals produced from the Property and future net revenues from the Property (after UNP's recovery of its investment in the Property and an annual non-compounded return on its investment) would be deposited in a permanent unrestricted endowment fund for the benefit of the University (collectively, the "Future Profits Interest").

To date, net revenues generated from the Property have not been sufficient for UNP to recover its investment and annual return and consequently, no funds other than royalties or other revenues derived from mineral interests have been deposited in the referenced fund. Because the timing and amount of future revenues from the Property are uncertain, and because the University has an immediate need for additional discretionary funds, the Foundation has suggested monetizing the University's Future Profits Interest under the 2003 Agreement. The proposed Agreement and attachments have been separately provided to the Board and are on file and available from the Board of Regents' Office.

The University and the Foundation acknowledge that the valuation of the Future Profits Interest is dependent on a number of contingencies that are not within the control of UNP, and therefore is speculative in nature. However, based on the assumptions, projections and estimates summarized in Exhibit A to the Agreement, the parties have agreed upon a fair and reasonable estimate of the present cash value of the Future Profits Interest and the Foundation is agreeable to paying the University the sum of Six Million Five Hundred Thousand Dollars (\$6,500,000.00) for the Future Profits Interest, as follows:

<u>Fiscal Year</u>	<u>Deposit Amount</u>
2013	\$1,250,000.00
2014	\$1,500,000.00
2015	\$1,750,000.00
2016	\$2,000,000.00

President Boren recommended the Board of Regents:

- I. Approve the transfer and assignment to the University of Oklahoma Foundation, Inc. of certain future profit interests belonging to the Board of Regents; and
- II. Authorize the President or his designee to execute an Agreement with the Foundation, assigning it the said future profit interests.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

#### **ACQUISITION AND SALE OF PROPERTY (RIGHT OF WAY) – NC**

The University of Oklahoma administration recommends that it be authorized to pursue sale of approximately 6,101.75 square feet or 0.14 acres of property located along Highway 9 at 24<sup>th</sup> Avenue, S.E., Cleveland County, Oklahoma. Oklahoma Department of Transportation wishes to acquire this property in order to expand the highway.

The University has a contract for sale contingent upon approval by the Board of Regents. The sale price is supported by an independent third party appraisal, and the proposed sale complies with Regents' policy. Both the sales contract and appraisal are on file in the Board of Regents Office. A map detailing the location of the property is attached hereto as Exhibit H.

Land sale proceeds will be deposited into the University Research Campus North account.

President Boren recommended the Board of Regents authorize the University administration to sell property located along Highway 9 at 24<sup>th</sup> Avenue, S.E., Cleveland County, Oklahoma.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

#### **ACQUISITION AND SALE OF PROPERTY (LOGAN APARTMENTS) – NC**

The University of Oklahoma administration recommends that it be authorized to pursue the sale of the Logan Apartments located at 720 W. Boyd Street.

The University has a contract for sale contingent upon approval by the Board of Regents. The sale price is supported by an independent third party appraisal, and the proposed sale complies with Regents' policy. Both the sales contract and appraisal are on file in the Board of Regents Office. A map detailing the location of the property is attached hereto as Exhibit I.

The net sale proceeds will be placed in the Regents' Fund, as a quasi-endowment to provide scholarships to aid or assist needy, deserving students and others to acquire an education at the University of Oklahoma. Doing so is consistent with the 1945 Trust Agreement that transferred ownership of the Logan Apartments to the University.

President Boren recommended the Board of Regents:

- I. Authorize the University administration to sell property located at 720 W. Boyd Street, Cleveland County, Oklahoma; and
- II. Designate net sale proceeds as a quasi-endowment in the Regents' Fund to provide scholarships to aid or assist needy, deserving students to acquire an education at The University of Oklahoma.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **ACQUISITION AND SALE OF PROPERTY (PAGE STREET) – NC**

The University administration recommends that it be authorized to pursue acquisition of the property listed above located at the southwest corner of Page and Trout Streets. The location of the property is in close proximity to other University property which makes this a strategic and desirable acquisition.

The University has a contract for purchase contingent upon approval by the Board of Regents. The purchase price is supported by an independent third party appraisal, and the proposed acquisition complies with Regents' policy. Both the purchase contract and appraisal are on file in the Board of Regents Office. A map detailing the location of the property is attached hereto as Exhibit J.

Funding has been identified, is available and budgeted from Real Estate Operations resources.

President Boren recommended the Board of Regents authorize the University administration to acquire property located at 146 Page Street, Cleveland County, Oklahoma.

Regent Bennett moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **ACADEMIC PERSONNEL ACTIONS – NC & HSC**

#### Health Sciences Center:

#### LEAVE(S) OF ABSENCE:

Blose, Dee, Adjunct Assistant Professor of Rehabilitation Sciences, leave of absence without pay, July 1, 2012 through October 31, 2012.

Clyde Jr., Gerard A., Adjunct Assistant Professor of Occupational and Environmental Health, return from leave of absence with full pay, August 1, 2012.

Pennington, Larry Ray, Professor of Surgery and The G. Rainey Williams Chair in Surgical Research, leave of absence with pay, July 1, 2012 through November 1, 2012.

Risch, Elizabeth Claire, Clinical Assistant Professor of Pediatrics and Adjunct Clinical Assistant Professor of Psychiatry and Behavioral Sciences, return from leave of absence with full pay, July 17, 2012.

Shah, Anjan Mahendra, Assistant Professor of Pediatrics, military leave of absence with pay, July 1, 2012 through December 31, 2012.

Shalhoop, Holly Marie, Instructor in Internal Medicine, Tulsa, medical leave of absence with pay, July 16, 2012 through October 19, 2012.

#### NEW APPOINTMENT(S):

Aggarwal, Ruchi, M.D., Assistant Professor of Psychiatry and Behavioral Sciences, annualized rate of \$88,000 for 12 months (\$7,333.33 per month), August 31, 2012 through June 30, 2013. New consecutive term appointment.

Aziz, Naila, M.D., Clinical Associate Professor of Pediatrics, annualized rate of \$37,500 for 12 months (\$3,125.00 per month), 0.50 time, July 31, 2012 through June 30, 2013.

Barnett, Christopher Lee, D.D.S., Clinical Instructor in Oral Diagnosis and Assistant Program Director, General Practice Residency Program, OU Children's Physicians Dental Clinic, annualized rate of \$70,569 for 12 months (\$5,880.71 per month), July 9, 2012 through June 30, 2013.

Boeckman, Lindsay M., Instructor in Biostatistics and Epidemiology, annualized rate of \$70,000 for 12 months (\$5,833.33 per month), July 1, 2012 through June 30, 2013. Changing from Staff to Faculty.

Bowen, Ashley B., M.D., Assistant Professor of Urology, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), August 1, 2012 through June 30, 2013. New consecutive term appointment.

Carter, Steven N., M.D., Assistant Professor of Surgery, annualized rate of \$70,000 for 12 months (\$5,833.33 per month), August 1, 2012 through June 30, 2013. New consecutive term appointment.

Chrusciel, Deepti, M.D., Assistant Professor of Neurology, annualized rate of \$90,000 for 12 months (\$7,500.00 per month), August 31, 2012 through June 30, 2013. New consecutive term appointment.

Costner-Lark, Amy Christina, DNP, Assistant Professor of Nursing, annualized rate of \$65,500 for 9 months (\$5,954.54 per month), August 1, 2012 through June 30, 2013. New consecutive term appointment. Includes an administrative supplement of \$12,000 while teaching in the NP Program. University base \$53,500.

Davis, Nicholas Alan, Ph.D., Assistant Professor of Research, Department of Pediatrics, Tulsa, annualized rate of \$80,000 for 12 months (\$6,666.67 per month), July 2, 2012 through June 30, 2013. University base \$60,000; departmental salary \$20,000.

Deak, Ferenc, M.D., Ph.D., Assistant Professor of Geriatrics and The Donald W. Reynolds Chair in Aging Research, annualized rate of \$110,000 for 12 months (\$9,166.67 per month), July 24, 2012 through June 30, 2013. New tenure track appointment. University base \$65,000; departmental salary \$45,000.

Dingeldein, Leslie M., M.D., Assistant Professor of Pediatrics, annualized rate of \$70,000 for 12 months (\$5,833.33 per month), July 31, 2012 through June 30, 2013. New consecutive term appointment.

Doescher, Mark P., M.D., Professor of Family and Preventive Medicine, annualized rate of \$179,700 for 12 months (\$14,975.00 per month), September 1, 2012 through June 30, 2013. Tenure credentials under review by University committees.

Hagood, Paul Guy, M.D., Assistant Professor of Surgery, Tulsa, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), August 29, 2012 through June 30, 2013. New consecutive term appointment.

Hossain, Sabbir, Ph.D., Clinical Assistant Professor of Radiation Oncology, annualized rate of \$80,000 for 12 months (\$6,666.67 per month), July 12, 2012 through June 30, 2013.

Jackson, Kenneth C., M.D., Clinical Associate Professor of Pediatrics, annualized rate of \$75,000 for 12 months (\$6,250.00 per month), June 29, 2012 through June 30, 2013.

John, Barnabas Mark, Pharm.D., Clinical Assistant Professor of Pharmacy Clinical and Administrative Sciences, Tulsa, annualized rate of \$92,000 for 12 months (\$7,666.67 per month), July 23, 2012 through June 30, 2013.

Kesserwan, Chimen A., M.D., Clinical Assistant Professor of Pediatrics, annualized rate of \$65,000 for 12 months (\$5,416.67 per month), July 31, 2012 through June 30, 2013.

Kraus, Teresa Scordino, M.D., Assistant Professor of Pathology, annualized rate of \$55,000 for 12 months (\$4,583.33 per month), July 30, 2012 through June 30, 2013. New consecutive term appointment. University base \$50,000; departmental salary \$5,000.

Little, Leslie Shannon, D.O., Clinical Instructor in Pediatrics, Tulsa, and Clinical Instructor in Internal Medicine, Tulsa, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 31, 2012 through June 30, 2013.

Lu, Jyh-I J., M.D., Clinical Assistant Professor of Pediatrics, annualized rate of \$70,000 for 12 months (\$5,833.33 per month), July 31, 2012 through June 30, 2013.

Mathew, Sunil, M.D., Clinical Assistant Professor of Medicine, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 1, 2012 through June 30, 2013.

Miller, Misty Marie, Pharm.D., Clinical Assistant Professor of Pharmacy Clinical and Administrative Sciences, annualized rate of \$92,000 for 12 months (\$7,666.67 per month), July 2, 2012 through June 30, 2013.

Mohammed, Altaf, Ph.D., Assistant Professor of Research, Department of Medicine, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), September 1, 2012 through June 30, 2013.

Moreau, Annie, M.D., Assistant Professor of Ophthalmology, annualized rate of \$50,000 for 12 months (\$4,166.66 per month), October 15, 2012 through June 30, 2013. New consecutive term appointment.

O'Brien, Barbara Taylor, Instructor in Obstetrics and Gynecology, annualized rate of \$65,056 for 12 months (\$5,421.33 per month), August 1, 2012 through June 30, 2013. Changing from Staff to Faculty.

Ozcan, Mehmet Sertac, M.D., Associate Professor of Anesthesiology, annualized rate \$75,000 for 12 months (\$6,250.00 per month), June 26, 2012 through June 30, 2013. New consecutive term appointment.

Perdue, Mark Wayne, Clinical Instructor in Family Medicine, Tulsa, annualized rate \$27,000 for 12 months (\$2,250.00 per month), 0.30 time, August 16, 2012 through June 30, 2013. University base \$18,000; departmental salary \$9,000.

Purcarin, Gabriela, M.D., Assistant Professor of Neurology, annualized rate of \$90,000 for 12 months (\$7,500.00 per month), July 16, 2012 through June 30, 2013. New consecutive term appointment.

Rhoades, Dorothy A., M.D., Clinical Associate Professor of Medicine, annualized rate of \$53,200 for 12 months (\$4,433.34 per month), 0.76 time, September 1, 2012 through June 30, 2013.



Rose, Karen Moomaw, Ph.D., Adjunct Associate Professor of Nursing, annualized rate of \$12,000 for 12 months (\$1,000.00 per month), 0.10 time, August 1, 2012 through June 30, 2013.

Varghese, Linda Dsouza, M.D., Clinical Assistant Professor of Anesthesiology, annualized rate of \$65,000 for 12 months (\$5,416.67 per month), August 6, 2012 through June 30, 2013.

Yaffe, Angela K., M.D., Clinical Assistant Professor of Pediatrics, annualized rate of \$65,000 for 12 months (\$5,416.67 per month), August 13, 2012 through June 30, 2013. Changing from Resident to Faculty.

Yaun, Amanda L., M.D., Assistant Professor of Neurosurgery, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), September 17, 2012 through June 30, 2013. New tenure track appointment.

Yue, Wei, Ph.D., Assistant Professor of Pharmaceutical Sciences, annualized rate of \$92,000 for 12 months (\$7,666.67 per month), September 30, 2012 through June 30, 2013. New tenure track appointment.

#### CHANGE(S):

Akins, Darrin Randal, Associate Dean for Research, College of Medicine, and Professor of Microbiology and Immunology, salary changed from annualized rate of \$292,575 for 12 months (\$24,381.25 per month) to annualized rate of \$294,215 for 12 months (\$24,517.92 per month), August 1, 2012 through June 30, 2013. Correction to FY13 Budget.

Akl, Pascale, title changed from Clinical Instructor to Assistant Professor of Pathology, salary changed from annualized rate of \$40,000 for 12 months (\$3,333.33 per month) to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 1, 2012 through June 30, 2013. New consecutive term appointment. University base \$50,000; departmental salary \$10,000.

Al-Ubaidi, Muayyad, Professor and Vice Chair of Cell Biology, and Professor of Neurosciences, salary changed from annualized rate of \$107,930 for 12 months (\$8,994.17 per month) to annualized rate of \$119,655 for 12 months (\$9,971.25 per month), August 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Albrecht, Roxie, Professor of Surgery, given additional title Vice Chair of Surgery, July 1, 2012.

Algan, Sheila Marie, Clinical Assistant Professor of Orthopedic Surgery and Rehabilitation, salary changed from annualized rate of \$36,000 for 12 months (\$3,000.00 per month), 0.60 time, to annualized rate of \$45,600 for 12 months (\$3,800.00 per month), 0.76 time, September 1, 2012 through June 30, 2013. Change in FTE.

Alleman, Anthony Michael, Associate Professor of Radiological Sciences, and Neuroradiology Section Chief, Department of Radiological Sciences; given additional title Interim Chair of Radiological Sciences, changing from tenure track to consecutive term appointment, August 1, 2012.

Aravindan, Natarajan, Assistant Professor of Radiation Oncology, Adjunct Assistant Professor of Pathology, and Adjunct Assistant Professor of Anesthesiology, salary changed from annualized rate of \$80,000 for 12 months (\$6,666.67 per month) to annualized rate of \$82,400 for 12 months (\$6,866.67 per month), changing from tenure track to consecutive term appointment, July 1, 2012 through June 30, 2013. Correction to FY13 Budget - department failed to enter increase in budget.

Awasthi, Vibhudutta, Associate Professor of Pharmaceutical Sciences, given additional title The Sandra K. and David L. Gilliland Chair in Nuclear Pharmacy, annualized rate of \$117,141 for 12 months (\$9,761.73 per month), July 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while holding the endowed chair. Tenured base \$107,141.

Bender, Jeffrey, Professor of Surgery, given additional title Vice Chair, Department of Surgery, September 1, 2012.

Christiansen, Victoria, Assistant Professor of Research, Department of Medicine, salary changed from annualized rate of \$69,387 for 12 months (\$5,782.27 per month) to annualized rate of \$71,469 for 12 months (\$5,955.73 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Cleveland-Pointer, Dorothy Ethel, Clinical Assistant, Department of Obstetrics and Gynecology, start date changed from July 1, 2012 to September 4, 2012.

Cohen, Alex William, Assistant Professor of Ophthalmology, changing from consecutive term to tenure track appointment, July 1, 2012.

Craven, Carolyn, Clinical Assistant Professor of Rehabilitation Sciences, salary changed from annualized rate of \$65,914 for 12 months (\$5,492.82 per month) to annualized rate of \$75,914 for 12 months (\$6,326.17 per month), July 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as Allied Health Clinics Co-Administrator.

Deal, Amy L., Assistant Professor of Communication Sciences and Disorders, salary changed from annualized rate of \$61,200 for 12 months (\$5,100.01 per month) to annualized rate of \$71,200 for 12 months (\$5,933.33 per month), July 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as of Allied Health Clinics Co-Administrator.

Drinkaus, Rebecca Ann, title changed from Assistant Professor to Clinical Assistant Professor of Anesthesiology, salary changed from annualized rate of \$65,000 for 12 months (\$5,416.67 per month), full time, to annualized rate of \$55,250 for 12 months (\$4,604.17 per month), 0.85 time, June 11, 2012 through June 30, 2013.

Edwards, Susan Marie, Associate Professor of Radiological Sciences, titles Chair of Radiological Sciences and The Bob G. Eaton Chair in Radiological Sciences, deleted, August 1, 2012.

Fairchild, Christinna R., Clinical Instructor in Removable Prosthodontics, salary changed from annualized rate of \$8,780 for 10 months (\$878.02 per month), 0.20 time, to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), 0.60 time, August 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as Group Practice Director E. University base \$50,000.

Fox, Mark, Associate Dean for Community Health and Research Development, College of Medicine, Tulsa; The Julian Rothbaum Chair in Community Health Research; Associate Professor of Pediatrics, Tulsa; and Associate Professor of Internal Medicine, Tulsa; salary changed from annualized rate of \$150,916 for 12 months (\$12,576.33 per month) to annualized rate of \$150,000 for 12 months (\$12,500.00 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget.

Gentges, Joshua Adam, Clinical Assistant Professor of Emergency Medicine, Tulsa, salary changed from annualized rate of \$65,900 for 12 months (\$5,491.67 per month), 0.30 time, to annualized rate of \$45,900 for 12 months (\$3,825.01 per month), 0.30 time, August 1, 2012 through June 30, 2013. Removal of \$20,000 administrative supplement for serving as Director of Emergency Medicine Bridge Clinic Foundation. University base \$15,000.

Goodman, Jean Ricci, Associate Professor of Obstetrics and Gynecology, salary changed from annualized rate of \$6,250 for 12 months (\$520.83 per month) to annualized rate of \$75,000 for 12 months (\$6,250.00 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Greenley, Barry P., Professor of Fixed Prosthodontics, salary changed from annualized rate of \$106,034 for 12 months (\$8,836.16 per month) to annualized rate of \$116,034 for 12 months (\$9,669.49 per month), August 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as Group Practice Director A. University base \$106,034.

Hall, Beth G., Assistant Professor of Nursing, salary changed from annualized rate of \$50,206 for 10 months (\$5,020.64 per month) to annualized rate of \$66,247 for 12 months (\$5,520.58 per month), August 1, 2012 through June 30, 2013. Includes an administrative supplement of \$6,000 while serving as Career Mobility Program Coordinator.

Husain, Sanam, title changed from Clinical Instructor to Assistant Professor of Pathology, salary changed from annualized rate of \$40,000 for 12 months (\$3,333.33 per month) to annualized rate of \$50,000 for 12 months (\$4,166.67 per month), July 1, 2012 through June 30, 2013. New consecutive term appointment.

Isaacson, Mary Kay, Assistant Professor of Rehabilitation Sciences, given additional title Interim Program Director, Masters Degree in Occupational Therapy, salary changed from annualized rate of \$77,069 for 12 months (\$6,422.43 per month) to annualized rate of \$82,069 for 12 months (\$6,839.08 per month), July 1, 2012 through June 30, 2013. Includes an administrative supplement of \$5,000 while serving as Interim Program Director.

Jackson, Kenneth Wayne, Associate Professor of Research, Department of Medicine, and Adjunct Associate Professor of Microbiology and Immunology, salary changed from annualized rate of \$83,355 for 12 months (\$6,946.26 per month), to annualized rate of \$84,586 for 12 months (\$7,048.85 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Jacocks, M. Alex, Professor of Surgery, and Assistant Program Director, Surgery Residency Program, salary changed from annualized rate of \$278,267 for 12 months (\$23,188.92 per month) to annualized rate of \$303,267 for 12 months (\$25,272.25 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Kendrick, David, Associate Vice Provost for Strategic Planning; Director of Medical Informatics, College of Medicine, Tulsa; The George Kaiser Family Foundation Chair in Community Medicine; Clinical Associate Professor of Internal Medicine, Tulsa; and Clinical Associate Professor of Pediatrics, Tulsa; salary changed from annualized rate of \$174,009 for 12 months (\$14,500.74 per month) to annualized rate of \$162,000 for 12 months (\$13,500.00 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget.

Khan, Ahsan Yaqoob, Professor of Psychiatry and Behavioral Sciences, given additional title Vice Chair of Clinical Services, Department of Psychiatry and Behavioral Sciences, July 1, 2012.

Kosanke, Stanley D., Associate Professor and Assistant Director of Comparative Medicine; and Adjunct Associate Professor of Oral Pathology, salary changed from annualized rate of \$144,800 for 12 months (\$12,066.68 per month) to annualized rate of \$166,000 for 12 months (\$13,833.33 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - additional grant funding received.

Lane, Connie J., Clinical Assistant Professor of Internal Medicine, Tulsa, salary changed from annualized rate of \$77,253 for 12 months (\$6,437.76 per month), 0.50 time, to annualized rate of \$123,605 for 12 months (\$10,300.41 per month), 0.80 time, September 1, 2012 through June 30, 2013. Change in FTE.

Le, Yun Zheng, Associate Professor of Medicine and Adjunct Associate Professor of Cell Biology, given additional title The Choctaw Nation Chair in Adult Endocrinology, July 1, 2012,

Lora, Karina Regina, Assistant Professor of Nutritional Sciences, start date changed from June 30, 2012 to July 1, 2012. New tenure track appointment.

Mooers, Blaine H., Assistant Professor of Biochemistry and Molecular Biology, salary changed from annualized rate of \$74,296 for 12 months (\$6,191.33 per month) to annualized rate of \$97,296 for 12 months (\$8,108.00 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget – additional grant funding.

Moore, William E., Associate Professor of Research, Department of Biostatistics and Epidemiology, salary changed from annualized rate of \$57,508 for 12 months (\$4,792.31 per month), 0.75 time, to annualized rate of \$38,339 for 12 months (\$3,194.88 per month), 0.50 time, July 1, 2012 through June 30, 2013. Correction to FY13 Budget – reduction in FTE.

Nelson, Melanie McDiarmid, title changed from Associate Professor to Clinical Associate Professor of Pediatrics, retains title Adjunct Associate Professor of Psychiatry and Behavioral Sciences, salary changed from annualized rate of \$70,000 for 12 months (\$5,833.33 per month), full time, to agreed contract rate, August 1, 2012 through June 30, 2013.

Onan, Abbey Kristin, Clinical Assistant Professor of Fixed Prosthodontics, salary changed from annualized rate of \$82,912 for 12 months (\$6,909.31 per month) to annualized rate of \$100,000 for 12 months (\$8,333.33 per month), August 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as Group Practice Director B. University base \$90,000.

Pennington, Larry Ray, Professor of Surgery and The G. Rainey Williams Chair in Surgical Research; title Vice Chair of Surgery, deleted; salary changed from annualized rate of \$172,890 for 12 months (\$14,407.50 per month) to annualized rate of \$115,899 for 12 months (\$9,658.25 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget – department failed to enter on budget due to miscommunication between department and faculty member.

Plodek, Jeanette Lee, Assistant Professor of Nursing, salary changed from annualized rate of \$55,769 for 12 months (\$4,647.41 per month) to annualized rate of \$55,000 for 12 months (\$4,583.33 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Razaq, Mohammad A., Assistant Professor of Medicine, start date changed from July 1, 2012 to August 1, 2012. New consecutive term appointment.

Razaq, Wejeeha, Assistant Professor of Medicine, start date changed from July 1, 2012 to August 1, 2012. New consecutive term appointment.

Rockwood, Douglas Philip, Clinical Assistant Professor of Oral Diagnosis, salary changed from annualized rate of \$57,120 for 12 months (\$4,760.00 per month), 0.70 time, to annualized rate of \$96,000 for 12 months (\$8,000.00 per month), full time, August 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as Group Practice Director C. University base \$86,000.

Rodgers, Karla K., Associate Professor of Biochemistry and Molecular Biology, salary changed from annualized rate of \$81,188 for 12 months (\$6,765.67 per month) to annualized rate of \$86,384 for 12 months (\$7,198.67 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget – additional grant funding.

Smith, Mary Leann, title changed from Assistant Professor of Radiological Sciences to Resident, Department of Radiation Oncology, September 1, 2012.

Steward, Mary E., Assistant Professor of Internal Medicine, Tulsa, salary changed from annualized rate of \$83,191 for 12 months (\$6,932.61 per month) to annualized rate of \$90,000 for 12 months (\$7,500.00 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - departmental input error.

Terrell-Schnorrenberg, Deirdra Renae, title changed from Assistant Professor of Research, Department of Biostatistics and Epidemiology, to Assistant Professor of Biostatistics and Epidemiology, salary changed from annualized rate of \$82,400 for 12 months (\$6,866.67 per month) to annualized rate of \$88,000 for 12 months (\$7,333.33 per month), July 1, 2012 through June 30, 2013. New tenure track appointment.

Wang, John Wenyu, Professor of Research, Department of Biostatistics and Epidemiology, salary changed from annualized rate of \$84,099 for 12 months (\$7,008.27 per month), full time, to annualized rate of \$8,410 for 12 months (\$700.83 per month), 0.10 time, July 1, 2012 through June 30, 2013. Correction to FY13 Budget – reduction in grant funding.

Webster, William M., Clinical Associate Professor of Pediatrics, salary changed from annualized rate of \$57,000 for 12 months (\$4,750.00 per month), 0.76 time, to agreed contract rate, July 1, 2012 through June 30, 2013.

Wen, Frances Kathleen, Associate Professor of Family Medicine, Tulsa; given additional title The Founders and Associates Research Chair in Family Medicine; salary changed from annualized rate of \$65,000 for 12 months (\$5,416.67 per month) to annualized rate of \$85,264 for 12 months (\$7,105.37 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget – additional supplement while holding endowed chair.

White, Gary Lynn, Professor and Director of Comparative Medicine, salary changed from annualized rate of \$252,000 for 12 months (\$21,000.02 per month) to annualized rate of \$263,991 for 12 months (\$21,999.25 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - additional grant funding received.

White, Randolph, Clinical Assistant Professor of Operative Dentistry, salary changed from annualized rate of \$68,648 for 12 months (\$5,720.67 per month), 0.80 time, to annualized rate of \$90,000 for 12 months (\$7,500.00 per month), 0.90 time, August 1, 2012 through June 30, 2013. Includes an administrative supplement of \$10,000 while serving as Group Practice Director D. University base \$80,000.

Wolf, Roman F., Associate Professor of Comparative Medicine, salary changed from annualized rate of \$146,946 for 12 months (\$12,245.50 per month) to annualized rate of \$162,888 for 12 months (\$13,574.00 per month), July 1, 2012 through June 30, 2013. Correction to FY13 Budget - additional grant funding received.

Yeh, Fawn, Associate Professor of Research, Department of Biostatistics and Epidemiology, salary changed from annualized rate of \$64,721 for 12 months (\$5,393.43 per month), full time, to annualized rate of \$6,472 for 12 months (\$539.34 per month), 0.10 time, July 1, 2012 through June 30, 2013. Correction to FY13 Budget – FTE reduction due to grant funding.

Yeh, Jeunliang, Professor of Research, Department of Biostatistics and Epidemiology, salary changed from annualized rate of \$86,462 for 12 months (\$7,205.17 per month), full time, to annualized rate of \$43,231 for 12 months (\$3,602.58 per month), 0.50 time, July 1, 2012 through June 30, 2013. Correction to FY13 Budget – reduction in grant funding.

Zhang, Ying, Assistant Professor of Research, Department of Biostatistics and Epidemiology, salary changed from annualized rate of \$63,691 for 12 months (\$5,307.59 per month), full time, to annualized rate of \$31,845 for 12 months (\$2,653.79 per month), 0.50 time, July 1, 2012 through June 30, 2013. Correction to FY13 Budget – reduction in grant funding.

#### RESIGNATION(S) AND/OR TERMINATION(S):

Brown, Jessica Lyn, Clinical Assistant Professor of Pediatrics, June 30, 2012. Fellowship at University of Alabama.

Bui, Phi Yen, Clinical Assistant Professor of Pediatrics, June 30, 2012. Fellowship at UCSD California.

Criswell, Dan F., Clinical Professor of Family and Preventive Medicine, June 30, 2012.

Dandajena, Tarisai, Associate Professor of Orthodontics and Adjunct Associate Professor of Cell Biology, August 1, 2012. Accepted position at University of Witwatersrand, South Africa.

Dao, Jasmine, Clinical Assistant Professor of Pediatrics, June 30, 2012. Fellowship at MD Anderson, Houston.

Dbouk, Hassan Ali, Assistant Professor of Pediatrics, July 6, 2012. Fellowship at University of Miami.

Drevets, Wayne Curtis, Professor of Psychiatry, Tulsa, and The Oxley Foundation Chair in Neuroscience Research, August 21, 2012.

Dyer II, James Russell, Assistant Professor of Anesthesiology, July 16, 2012.

Elberg, Gerard, Clinical Assistant Professor of Pediatrics, August 3, 2012. Moving out of country.

Emory, DeAnna Jan, Assistant Professor of Nursing, Tulsa, August 1, 2012.

Freeman, James W., Professor of Pathology and The Louise and Clay Bennett Chair in Cancer, May 30, 2012. Declined offer. Appointment previously approved by the OU Board of Regents on March 29, 2012.

Garcia, Lizmary, Assistant Professor of Removable Prosthodontics, July 31, 2012.

Goodman, Jean Ricci, Associate Professor of Obstetrics and Gynecology, July 31, 2012. Accepted position at Loyola Medical Center.

Gosnell, Billye Ruth, Assistant Professor of Anesthesiology, July 31, 2012.

Henderson, M. Heather, Assistant Professor of Internal Medicine, Tulsa, June 30, 2012. Declined offer. Appointment previously approved by the OU Board of Regents on May 10, 2012.

Henry, Dwayne Douglas, Assistant Professor of Pediatrics, June 30, 2012. Moving out of state and going into private practice.

Hughes, Danny R., Assistant Professor of Health Administration and Policy, July 31, 2012.

Hyatt, Andrea Lynn, Instructor in Pediatrics, Tulsa, July 31, 2012.

Jan, Yih-Kuen, Assistant Professor of Rehabilitation Sciences, August 14, 2012.

Johnson, Vanessa Althea, Assistant Professor of Nursing, Tulsa, July 1, 2012.

Keller, William Ryan, Clinical Assistant Professor of Pediatrics, July 31, 2012. Moving out of state.

Kim, Yoonsang, Assistant Professor of Research, Department of Biostatistics and Epidemiology, and Adjunct Assistant Professor of Research, Department of Ophthalmology, August 3, 2012.

Kirkpatrick, DeNae Micae, Clinical Instructor, Department of Oral Diagnosis, July 31, 2012.

Kumta, Shilpa N., Clinical Assistant Professor of Pediatrics, June 30, 2012.

Love, Heather Michelle, Assistant Professor of Nursing, July 1, 2012.

Makil, Elizabeth Susan, Clinical Assistant Professor of Pediatrics, June 30, 2012. Fellowship in Arkansas.

Mitroo, Serena Suzanne, Clinical Assistant Professor of Medicine, July 30, 2012.

Moorman, Meredith Toma, Assistant Professor of Pharmacy Clinical and Administrative Sciences, August 1, 2012. Moving out of state.

Odugbesan, Oluyemisi Modupedre, Assistant Professor of Anesthesiology, June 29, 2012. Moving out of state.

Pourmoghadam, Kamal K., Associate Professor of Surgery, June 30, 2012.

Pujari, Gita, Clinical Assistant Professor of Psychiatry and Behavioral Sciences, July 17, 2012.

Roberts, David Neil, Assistant Professor of Medicine, August 3, 2012.

Sacra, John, Clinical Associate Professor of Emergency Medicine, Tulsa, June 30, 2012.

Smith, Sheryl McNiven, Assistant Professor of Orthopedic Surgery and Rehabilitation, July 31, 2012.

Xu, Suying, Assistant Professor of Research, Department of Pediatrics, September 12, 2012.

Zhao, Jinying, Associate Professor of Biostatistics and Epidemiology, July 2, 2012.

#### RETIREMENT(S):

Broyles, Robert Wayne, Professor of Health Administration and Policy, June 30, 2012.

Edwards, Susan Marie, Associate Professor of Radiological Sciences, October 2, 2012.

Moran, Maribeth L., Associate Professor of Nursing, October 5, 2012. Named Professor Emeritus of Nursing.

Nottingham, Harmon Allen, Instructor in Nursing, Tulsa, August 31, 2012.

Saban, Marcia R., Associate Professor of Research, Department of Physiology, July 1, 2012.

#### Norman Campus:

#### LEAVE(S) OF ABSENCE:

Backus, Mary Sue, Professor of Law, leave of absence with pay, August 16, 2012 through May 15, 2013. Fulbright Scholarship Fellow.

Butterfield, Kevin C., Assistant Professor of Classics and Letters, leave of absence with pay, August 16, 2012 through May 15, 2013. National Endowment for the Humanities Fellowship.

Cox-Fuenzalida, Luz-Eugenia, Associate Professor of Psychology, leave of absence without pay, August 16, 2012 through May 15, 2013. Personal reasons.

Draheim, Steven A., Associate Professor of Drama, family and medical leave of absence, August 27, 2012.

Grier, Kevin B., Professor of Economics and President's Associates Presidential Professor, sabbatical leave of absence with half pay, August 16, 2012 through May 15, 2013, changed to sabbatical leave of absence with full pay, August 16, 2012 through December 31, 2012.

Grier, Robin M., Professor of Economics and of International and Area Studies, sabbatical leave of absence with half pay, August 16, 2012 through May 15, 2013, changed to sabbatical leave of absence with full pay, August 16, 2012 through December 31, 2012.

Ju, Jiandong, Professor of Economics, family and medical leave of absence, salary changed from annualized rate of \$111,155 for 9 months (\$12,350.56 per month), 1.00 time, to annualized rate of \$72,251 for 9 months (\$8,027.86 per month), 0.65 time, August 16, 2012.

Kornelson, Keri A., leave of absence with partial pay, salary changed from annualized rate of \$77,147 for 9 months (\$8,571.89 per month), 1.00 time, to annualized rate of \$38,574 for 9 months (\$4,285.94 per month), 0.50 time, April 2, 2012; salary changed to \$38,966 for 9 months (\$4,329.52 per month), 0.76 time, August 16, 2012 through May 15, 2013. Temporary assignment and research with the National Security Agency.

Love, Bridget K. Lecturer of Expository Writing Program, leave of absence without pay, August 16, 2012 through December 31, 2012.

McCall, Brian M., Associate Professor of Law, sabbatical leave of absence with half pay, August 16, 2012 through May 15, 2013, changed to sabbatical leave of absence with full pay, August 16, 2012 through December 31, 2012.

McPherson, Alan L., Associate Professor of International and Area Studies, and ConocoPhillips Chair in Latin American Studies, leave of absence with partial pay, salary changed from annualized rate of \$128,750 for 9 months (\$14,305.56 per month), 1.00 time, to annualized rate of \$112,750 for 9 months (\$12,527.78 per month), 0.88 time, August 16, 2012 through December 31, 2012. Fulbright Lecturing Award in Argentina. Correction to May 2012 agenda.

Moses, Scott A., Associate Professor of Industrial and Systems Engineering, leave of absence without pay, January 1, 2013 through May 15, 2013. Personal reasons.

Robbins, Betty J., Assistant Professor of Marketing and Supply Chain Management and Adjunct Assistant Professor of Women's and Gender Studies, family and medical leave of absence, June 6, 2012.

Shafer-Ray, Neil E., Professor of Physics and Astronomy, family and medical leave of absence, August 16, 2012.

Shaner, Megan W., Associate Professor of Law, leave of absence with pay, August 16, 2012 through December 31, 2012. Visiting Professor at Florida State University, College of Law.

Tate, Leland B., Instructor of Petroleum and Geological Engineering, family and medical leave of absence, August 16, 2012.

Temple, Samuel S., Lecturer of Expository Writing Program, leave of absence without pay, August 16, 2012 through December 31, 2012. Fellowship at Rachel Carson Center, Munich Germany.

Tirunelveli, Srividhya, Professor of Law, family and medical leave of absence, August 23, 2012.

Yeary, Mark B., Associate Professor of Electrical and Computer Engineering and C.B. Hudson/Torchmark Presidential Professor, sabbatical leave of absence with half pay, August 16, 2012 through May 15, 2013, changed to sabbatical leave of absence with full pay, August 16, 2012 through December 31, 2012.



Sabbatical Leave of Absence - Fall 2012 and Spring 2013 Semesters (with half pay)

Muraleetharan, Kanthasamy, Professor of Civil Engineering and Environmental Science, David Ross Boyd Professor of Civil Engineering and Environmental Science, Kimmell-Bernard Chair in Engineering and President's Associates Presidential Professor, sabbatical leave of absence with half pay, August 16, 2012 through May 15, 2013. Will promote recent research findings among academia and industry and work on future research ideas and proposals at Cambridge University. Work will take place in Cambridge, United Kingdom. Faculty appointment: 08/16/94. Previous leaves taken: Sabbatical with full pay 01/01/02 to 05/15/02. Teaching load will be covered by graduate student and other electives will be offered. Additional .50 FTE paid from grant funds; subject to availability of funds. Correction to March 2012 agenda.

Sabbatical Leaves of Absence - Spring Semester 2013 (with full pay)

Banas, John A., Associate Professor of Communication, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will continue research on inoculation theory and reactance theory, two prominent theories of attitudinal persuasion. Work will take place in Norman, OK with some outside travel. Faculty appointment: 08/16/2006. No previous leaves taken. Teaching load will be covered by current faculty.

Burge, Gregory S., Associate Professor of Economics, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will be collecting and analyzing data on a research paper which investigates asymmetric fiscal tax competition for local option sales tax programs and a second paper that considers the success and failure of local fiscal ballot initiatives. Work will take place in Norman, OK. Faculty appointment: 08/16/06. No previous leaves taken. Teaching load will be covered by current faculty and other electives offered.

Chester, Deborah, Professor of Journalism and Mass Communication and John R. Crain Presidential Professor, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will develop, plot and write a proposal synopsis for an alternative history novel set in the Napoleonic period, including a rough-draft manuscript. Work will take place in Norman, OK. Faculty appointment: 08/16/1991. Previous leaves taken: Sabbatical with full pay 01/01/99 to 05/15/99; leave of absence with pay 03/29/01 to 04/23/01; sabbatical with full pay 01/01/06 to 05/15/06. Teaching load will be covered by current faculty and adjunct instructor.

Demir, Firat, Associate Professor of Economics, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will work on book project, titled "South-South Integration and Development", in addition to three journal articles. Work will take place at Koc University in Istanbul, Turkey. Faculty appointment: 08/16/06. No previous leaves taken. Teaching load will be covered by current faculty and sections will be consolidated.

Enrico, Eugene, Professor of Music and Ruth Verne Davis Reaugh Professor, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will research and plan for two public television programs entitled "Music at the Court of Frederick the Great" and "Music in Bologna in the High Baroque". Work will take place in Berlin, Germany and Bologna, Italy. Faculty appointment: 09/01/76. Previous leaves taken: Sabbatical with half pay 09/01/82 to 06/01/83; sabbatical with full pay 08/16/89 to 12/31/89; sabbatical with full pay 08/16/96 to 12/31/96; sabbatical with full pay 01/01/03 to 05/15/03; sabbatical with full pay 01/01/10 to 05/15/10. Classes will be taught in fall semester and other electives offered.

Ferrara, William, Associate Professor of Music, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will work on book titled "Staging Opera Scenes, a Guide for Teachers and Directors" to be published in Portuguese and English. Work will take place in Los Angeles, CA, Columbia, MO and Brasil. No previous leaves taken. Production will be covered by interim stage director and other course electives offered.

Frick, William C., Associate Professor of Educational Leadership and Policy Studies, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will continue a newly developed and substantially large empirical study: "The Politics of Urban School Renewal and Community Revitalization: The 'MAPS for Kids' Initiative". Work will take place in Norman, OK and Oklahoma City, OK. Faculty appointment: 08/16/06. No previous leaves taken. Teaching load will be covered by current faculty.

Goode, Paul, Associate Professor of Political Science, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will write a textbook on the Politics in Eurasia with Dr. Robert Orttung and plan to work on the next single-authored manuscript on Russian and post-Soviet politics. Work will be take place in Norman, OK with occasional trips abroad. Faculty appointment: 08/16/06. No previous leaves taken. Teaching load will be covered by graduate teaching assistant and elective offered in spring 2014.

Greene, Ellen, Professor of Classics and Letters and Joseph Paxton Presidential Professor, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will contribute to a book-length study that examines the legacy and literary importance of the archaic Greek poet, Sappho. Work will take place in Norman, OK. Faculty appointment: 08/16/91. Previous leaves taken: Sabbatical with full pay 08/16/98 to 12/31/98; sabbatical with half pay 08/16/05 to 05/15/06. Teaching load will be covered by current faculty and other electives offered.

Hambright, K. David, Associate Professor of Biology and of Oklahoma Biological Station, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will complete the analysis and publication of a complex, long-term, multi-million dollar project on Lake Texoma that recently ended (Apr 2005-June 30, 2012). Work will take place in Norman, OK. Faculty appointment: 01/01/01. No previous leaves taken. Other electives will be offered.

Johnson, Emily, Associate Professor of Modern Languages, Literatures, and Linguistics, sabbatical leave of absence with full pay January 1, 2013 through May 15, 2013. Will work on book "Correspondence from Soviet Labor Camps: Private Letters within the Larger Context of GULAG Literature." Work will take place in Norman, OK. Faculty appointment: 08/16/00. Previous leaves taken: Sabbatical with full pay 08/16/06 to 12/31/06. Teaching load will be covered by current faculty and elective taught in summer 2012.

Kao, Chung, Associate Professor of Physics and Astronomy, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will visit the University of Texas, National Taiwan University and the Academia Sinica in Taiwan to investigate the discovery potential of new physics at the Large Hadron Collider near Geneva Switzerland. Work will take place in Austin, TX, Geneva, Switzerland and Taiwan. Previous leaves taken: Sabbatical with full pay 08/16/06 to 12/31/06. Teaching load will be covered by current faculty.

Kenney, Charles D., Associate Professor of Political Science, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will develop a book manuscript on democratization in Perus since 1980. Work will take place in Norman, OK, Austin, TX and Notre Dame, IN. Faculty appointment: 07/01/98. Previous leaves taken: Sabbatical with full pay 08/16/05 to 12/31/05. Teaching load will be covered by graduate teaching assistant and elective offered in fall 2013.

Lamothe, Meeyoung, Associate Professor of Political Science, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will engage in three separate projects which will expand her previous work on local service delivery and contracting practices and will complete two manuscripts and several conference papers. Will also explore potential online course development for the Tulsa MPA program for this period. Faculty appointment: 08/16/06. No previous leaves taken. Teaching load will be covered by graduate teaching assistant and elective will be taught in fall 2013.

Linn, Scott C., Professor of Finance, R.W. "Dick" Moore Chair of Finance and Economic Development, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will study the interaction between institutional investors, corporate governance and proxy contests in collaboration with a coauthor at the University of Otago in New Zealand (several projects) contrasting the US experience with New Zealand and Australia. Work will take place in Norman, OK, New Zealand and Italy. Faculty appointment: 08/16/1989. Previous leaves taken: Sabbatical with full pay 01/01/96 to 05/15/96; sabbatical with full pay 01/01/97 to 05/16/97; sabbatical with full pay 01/01/05 to 05/15/05. Teaching load will be covered by current faculty.

McDonald, William Henry, Associate Professor of English, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will question opposing views of Henry James and Mark Twain by assessing the ways a range of the two author's works respond to issues of race, gender and empire during the late 19<sup>th</sup> and early 20<sup>th</sup> centuries. Work will take place in Norman, OK. Faculty appointment: 08/16/91. Previous leaves taken: Sabbatical with full pay 01/01/98 to 05/15/98; sabbatical with full pay 08/16/06 to 12/31/06. Teaching load will be covered by graduate teaching assistant.

Palmer, Allison Lee, Associate Professor of Art and Art History, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will complete several articles: the Renaissance tomb of Saint Columban in Italy, a hand-illustrated Italian Renaissance lot book, a bronze figure of the Risen Christ at the Philbrook and a marble portrait bust in the Mabee Gerrer Museum in Shawnee. Work will take place in Italy, Tulsa, OK and Shawnee, OK. Faculty appointment: 12/01/93. Previous leaves taken: Sabbatical with full pay 01/01/02 to 05/15/02. Courses will be offered in fall 2013 and other electives will be offered.

Philp, Richard Paul, Professor and George Lynn Cross Research Professor of Geology and Geophysics, and Joe and Robert Klabzuba Chair in Geology and Geophysics, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013. Will work on a book related to stable isotopes in environmental forensics; visit and lecture to a number of research groups here and overseas to evaluate latest developments in both environmental forensics and petroleum geochemistry. Work will take place in Texas, California, Pennsylvania, Australia, Korea and Vietnam. Faculty appointment: 07/01/84. Previous leaves taken: Sabbatical with full pay 07/01/91 to 12/31/91; sabbatical with full pay 07/01/05 to 12/31/05. Course will be offered spring 2014.

Rankin-Hill, Lesley M., Associate Professor of Anthropology, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will prepare four articles and conduct research on Afro-Cubans residing in Florida during the 18<sup>th</sup> and 19<sup>th</sup> centuries. Work will take place in Tampa Bay, FL. Faculty appointment: 08/16/90. Previous leaves taken: Sabbatical with full pay 08/16/97 to 12/31/97; sabbatical with full pay 01/01/04 to 05/15/04. Teaching load will be covered current faculty and other electives offered.

Reches, Ze'ev, Professor of Geology and Geophysics, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will work on editing a volume on "Earthquake source mechanisms" and synthesizing the results of his two major projects during the last 10 years: "Natural Earthquake Laboratory in South African Mines" and earthquake simulation in laboratory experiments. Work will take place at Hebrew University, Jerusalem. Faculty appointment: 08/16/05. Previous leaves taken: Leave of absence with pay 04/22/08 to 06/10/08. Teaching load will be covered by adjunct faculty.

Santos, Michael B., Professor of Physics and Astronomy, Samuel Roberts Noble Presidential Professor, Charles L. Blackburn Chair, and Ted and Cuba Webb Presidential Professor, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will work on improving the semiconductor heterostructures required for several externally-funded projects. Work will take place in Norman, OK, Ardmore, OK, Japan, and the United Kingdom. Faculty appointment: 08/16/93. Previous leaves taken: Sabbatical with half pay 08/16/00 to 05/15/01. Teaching load will be covered by current faculty.

Schutjer, Karin, Associate Professor of Modern Languages, Literatures, and Linguistics, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will complete all final revisions for book "The Wandering Paths of Modernity: Goethe and Judaism". Work will take place in Norman, OK. Faculty appointment: 08/16/98. Previous leaves taken: Sabbatical with half pay 08/16/04 to 05/15/05. Teaching load will be covered by current faculty.

Schwandt, John, Associate Professor of Music, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will work on new solo CD entitled "Our Hope for Years to Come" and research pipe organ voicing practices of the early 20<sup>th</sup> Century. Work will take place in Birmingham, AL and Warrensburg, MO. Faculty appointment: 08/16/06. No previous leaves taken. Teaching load will be covered by graduate teaching assistant.

Showers, Carolin J., Professor of Psychology, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will participate in collaborative analysis of existing data and new studies with Professor William von Hippel who developed the cheating measure that provided the pilot data for current NIH grant "Self-structure and ethical behavior" and will work with Professor Del Paulhus on measures of self-deception central to the funded research. Work will take place in Queensland, Australia and Vancouver, Canada. Faculty appointment: 08/16/99. Previous leaves taken: Sabbatical with half pay 08/16/05 to 05/15/06. Teaching load will be covered by adjunct lecturer.

**Stalling, Jonathan, Associate Professor of English and Managing Editor of Chinese Literature Today, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.**

Will focus on the creation of his "translation documentation project" as a part of the Chinese Literature Today book series, work on two new book-length works of original scholarship and continue to work on next book of creative writing. Work will take place in Beijing, China and Norman, OK. Faculty appointment: 06/01/06. No previous leaves taken. Teaching load will be covered by graduate teaching assistant.

**Stephenson, Ken, Professor of Music, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.** Will finish book proposal for popular press work on the history of music theory. Work will take place in Norman, OK. Faculty appointment: 10/16/89. Previous leaves taken: Sabbatical with full pay 01/01/97 to 05/15/97; sabbatical with full pay 01/01/05 to 05/15/05. Other electives will be offered.

**Stock, Duane, Professor of Finance and Michael F. Price Student Investment Fund Professor, sabbatical leave of absence with full pay, January 1, 2013 through May 15, 2013.** Will undertake research on the value of innovative features in the call features of bond securities. Work will take place in Norman, OK and will visit two European universities. Faculty appointment: 09/01/79. Previous leaves taken: Sabbatical with full pay 08/16/85 to 12/31/85; sabbatical with full pay 08/16/92 to 12/31/92; sabbatical with full pay 07/01/99 to 12/31/99; sabbatical with full pay 08/16/06 to 12/31/06. Teaching load will be covered by adjunct faculty.

**Stockdale, Melissa K., Associate Professor of History and Brian and Sandra O'Brien Presidential Professor, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.**

Will be completing revisions to her book "A Hard Country to Love, Patriotism and National Identity in Russia's Great War, 1914-1918" and start research for a project on the Russian revolution. Work will take place in Washington, DC. Faculty appointment: 08/16/96. Previous leaves taken: Sabbatical with full pay 01/01/98 to 05/15/98; leave of absence with pay 08/16/02 to 12/31/02 Fulbright; sabbatical with full pay 01/01/05 to 05/15/05; leave of absence with pay 08/16/06 to 12/31/06; leave of absence with pay 08/16/10 to 05/15/11. Other electives will be offered.

**Swan, Daniel C., Associate Professor of Anthropology and of Oklahoma Museum of Natural History, and Curator of Ethnology, Sam Noble Oklahoma Museum of Natural History, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.** Will complete and submit three articles based on original research to nationally ranked peer review journals and undertake efforts to prepare two new applications to OU-IRB to facilitate future research. Work will take place in Norman, OK. Faculty appointment: 12/31/06. No previous leaves taken. Teaching load will be covered by current faculty.

**Watts, Valerie L., Professor of Music, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.** Will research flute pedagogy of John Thomas, Eastman School of Music and search and select contemporary French flute solo repertoire that has not been recorded and begin processing a CD recording. Work will take place in Rochester, NY. Faculty appointment: 08/16/95. Previous leaves taken: 01/01/06 to 05/15/06. Teaching load will be covered by graduate teaching assistant.

**Wickersham, Jane K., Associate Professor of History, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.** Will work on next book concerning the relationship between canon and criminal law in the late sixteenth and early seventeenth centuries utilizing research already procured. Work will take place in Norman, OK. Faculty appointment: 08/16/06. No previous leaves taken. Other electives will be offered.

**Yoch, James, Professor of English, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013.** Will incorporate twenty years of new research and photographic documentation for a substantially revised edition of his book "Landscaping the American Dream: The Gardens and Film Sets of Florence Yoch. 1890-1973". Work will take place in Norman, OK and Austin, TX. Faculty appointment: 09/01/66. Previous leaves taken: Sabbatical with full pay 01/16/70 to 06/01/71; sabbatical with full pay 09/01/78 to 01/16/79; sabbatical with full pay 01/01/85 to 05/16/85; sabbatical with full pay 01/01/92 to 05/15/92; sabbatical with full pay 01/01/99 to 05/16/99; leave of absence with pay 08/16/02 to 12/31/02; leave of absence with half pay 01/01/03 to 05/15/03; sabbatical with full pay 08/16/06 to 12/31/06. Teaching load will be covered by graduate teaching assistant.

Zhou, Jizhong, Professor of Microbiology and Plant Biology, Director of the Institute of Environmental Genomics, and President's Associates Presidential Professor, sabbatical leave of absence with full pay from January 1, 2013 through May 15, 2013. Will examine the responses of grassland ecosystems to elevated CO<sub>2</sub>, warming and altered precipitation at Stanford University using metagenomics technologies. Work will take place at Stanford, CA. Faculty appointment: 10/31/05. No previous leaves taken. Courses will be offered Fall 2013.

#### Sabbatical Leaves of Absence - Spring 2013 and Fall 2013 Semesters (with half pay)

Akin, Kaan, Associate Professor of Mathematics, sabbatical leave of absence with half pay from January 1, 2013 through May 15, 2013 and August 16, 2013 through December 31, 2013. Will continue investigations in algebra focusing on representation categories of various groups, rings and algebras. Work will take place in Norman, OK and Boston, MA. Faculty appointment: 01/01/85. Previous leaves taken: Sabbatical with half pay 01/01/91 to 05/15/91; sabbatical with half pay 01/01/92 to 05/15/92; sabbatical with full pay 01/01/99 to 05/15/99; sabbatical with half pay 01/01/06 to 12/31/06. Teaching load will be covered by visiting faculty.

Conlon, Paula, Associate Professor of Music and Patricia Deisenroth Presidential Professor, sabbatical with half pay from January 1, 2013 through May 15, 2013 and August 16, 2013 through December 31, 2013. Will work on book with Great River Technologies for a book on Native American song and dance traditions of Oklahoma, based on primary sources and participant-observer experiences at Native social and ceremonial dances in Oklahoma from 1996 to present. Work will take place in Norman, OK. Faculty appointment: 08/16/00. Previous leaves taken: Sabbatical with full pay 08/16/06 to 12/31/06. Teaching load will be covered by current faculty.

Haag, Marcia, Associate Professor of Modern Languages, Literatures, and Linguistics, sabbatical leave of absence with half pay from January 1, 2013 through May 15, 2013 and August 16, 2013 through December 31, 2013. Will finish book on SE American Indian literature and begin new collaborative research on arbitrary linguistic categories. Work will take place in Norman, OK with several short trips. Faculty appointment: 01/01/00. Previous leaves taken: Sabbatical with full pay 01/01/07 to 05/15/07. Teaching load will be covered by current faculty.

#### NEW APPOINTMENT(S):

Asprey, Stuart J., Assistant Professor of Art and Art History, annualized rate of \$50,000 for 9 months (\$5,555.56 per month), August 16, 2012 through May 15, 2013. New tenure-track faculty.

Barnes, Brenda H. J.D., Assistant Professor of Law, annualized rate of \$63,000 for 12 months (\$5,250.00 per month), July 1, 2012 through June 30, 2017. Changing from temporary faculty to five-year renewable term appointment.

Bartkoski, Nicholas N., Ph.D., Lecturer of Management and Entrepreneurship, annualized rate of \$60,000 for 9 months (\$6,666.67 per month), August 16, 2012 through May 15, 2013.

Bodurka, Jerzy, Associate Professor of the College of Engineering at Tulsa and Chief Technology Officer of Laureate Institute for Brain Research, annualized rate of \$227,000 for 12 months (\$18,916.67 per month), July 31, 2012. New tenured 12-month academic administrator.

Boettcher, Michael J., Gaylord Family Visiting Professional Journalism Professor, annualized rate of \$90,000 for 9 months (\$10,000.00 per month), August 16, 2012 through May 15, 2015. Changing from temporary faculty to three-year renewable term appointment.

Bridge, Eli S., Ph.D., Assistant Professor of Oklahoma Biological Survey, annualized rate of \$55,908 for 9 months (\$6,212.00 per month), August 16, 2012 through May 15, 2013. New tenure-track faculty.

Chesley, Patrick J., J.D., Assistant Professor of Law, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 1, 2012 through June 30, 2017. Five-year renewable term appointment.

Cruise, Rebecca J., Ph.D., Lecturer and Advisor to the Dean, College of International Studies, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 1, 2012.

Davidson, Ronald L., Instructor of Marketing and Supply Chain Management, annualized rate of \$57,000 for 9 months (\$6,333.33 per month), August 16, 2012 through May 15, 2014. Two-year renewable term appointment.

Demiralp, Ilhan, Ph.D., Assistant Professor of Finance, annualized rate of \$85,000 for 9 months (\$9,444.44 per month), August 16, 2012 through May 15, 2014. Two-year renewable term appointment.

Dyer, John, Ph.D., Research Assistant Professor of Electrical and Computer Engineering, annualized rate of \$80,000 for 12 months (\$6,666.67 per month), August 16, 2012. Changing from temporary appointment to 12-month research faculty.

Gu, Yujie, Ph.D., Postdoctoral Research Associate, Electrical and Computer Engineering, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 23, 2012. Paid from grant funds; subject to availability of funds.

Hubbard, Todd P., Ph.D., Associate Professor of Aviation and Clarence E. Page Professor of Aviation/Aerospace Studies, annualized rate of \$68,000 for 9 months (\$7,555.56 per month), August 16, 2012 through May 15, 2017. Five-year renewable term appointment.

Icduygu, Mehmet, Scholar, Aerospace and Mechanical Engineering, annualized rate of \$15,000 for 12 months (\$1,250.00 per month), 0.25 time, July 1, 2012. Paid from grant funds; subject to availability of funds.

Kessler, Sharon A., Ph.D., Assistant Professor of Microbiology and Plant Biology, annualized rate of \$65,000 for 9 months (\$7,222.22 per month), August 16, 2012 through May 15, 2013. New-tenure track faculty.

Kile, Mia S., Associate Professor and Director of the Division of Interior Design, annualized rate of \$95,000 for 12 months (\$7,916.67 per month), August 1, 2012. Changing from temporary faculty to 12-month tenured academic administrator.

Krug, Christopher R., Instructor of Journalism and Mass Communication, annualized rate of \$42,000 for 9 months (\$4,666.67 per month), August 16, 2012 through May 15, 2015. Changing from temporary faculty to three-year renewable term appointment.

Kudrna, James L., Professor Emeritus of Architecture, annualized rate of \$18,000 for 9 months (\$2,000.00 per month), 0.25 time, August 16, 2012 through May 15, 2013.

LeFlore, Leah E., Instructor of Art and Art History, annualized rate of \$35,000 for 9 months (\$3,888.89 per month), 0.50 time, August 16, 2012 through May 15, 2013.

Lemon, Christian H., Ph.D., Assistant Professor of Biology, annualized rate of \$79,000 for 9 months (\$8,777.78 per month), January 1, 2013 through May 15, 2013. New tenure-track faculty.

McCord, Matthew S., Research Associate, Cooperative Institute for Mesoscale Meteorological Studies, annualized rate of \$78,000 for 12 months (\$6,500.00 per month), September 1, 2012. Paid from grant funds; subject to availability of funds.

Reyes, Matthew D., Assistant Professor of Construction Science, annualized rate of \$63,000 for 9 months (\$7,000.00 per month), August 16, 2012 through May 15, 2013. New tenure-track faculty.

Warinner, Christina G., Ph.D., Postdoctoral Research Associate, Anthropology, annualized rate of \$60,000 for 12 months (\$5,000.00 per month), August 31, 2012.

## REAPPOINTMENT(S):

Ayres, Frances L., Professor of Accounting and W. K. Newton Chair in Accounting, reappointed as Director of the John T. Sneed School of Accounting, annualized rate of \$219,786 for 12 months (\$18,315.49 per month), July 1, 2012.

Baca, Alvaro E., reappointed as Adjunct Lecturer of Law, annualized rate of \$30,000 for 9 months (\$3,333.33 per month), 0.45 time, August 16, 2012 through May 15, 2013.

Boyd, Tom W., reappointed as Professor Emeritus of Religious Studies, annualized rate of \$30,000 for 9 months (\$3,333.33 per month), 0.50 time, August 16, 2012 through May 15, 2013.

Carroll, Stanley T., reappointed as Adjunct Instructor of Architecture, annualized rate of \$36,300 for 9 months (\$4,033.33 per month), 0.50 time, August 16, 2012 through May 15, 2013.

Costa, Fernando, reappointed as Adjunct Instructor of Regional and City Planning, annualized rate of \$18,400 for 9 months (\$2,044.44 per month), 0.25 time, August 16, 2012 through May 15, 2013.

Davis, Chad E., reappointed as Lecturer of Electrical and Computer Engineering, annualized rate of \$80,000 for 9 months (\$8,888.89 per month), August 16, 2012 through May 15, 2013.

Duncan, John L., reappointed to a three-year renewable term as Assistant Professor of Liberal Studies, annualized rate of \$63,654 for 9 months (\$7,072.67 per month), August 16, 2012 through May 15, 2015.

Fitzmorris, Cliff W., reappointed as Instructor of Electrical and Computer Engineering, annualized rate of \$86,149 for 9 months (\$9,572.13 per month), August 16, 2012 through May 15, 2013.

Marshment, Richard S., reappointed as Professor Emeritus of Regional and City Planning, annualized rate of \$15,000 for 9 months (\$1,666.67 per month), 0.25 time, August 16, 2012 through May 15, 2013.

McNichols, William J., reappointed as Professor Emeritus of Law, annualized rate of \$20,000 for 9 months (\$2,222.22 per month), 0.33 time, August 16, 2012 through May 15, 2013.

Meyers, D. Kent, reappointed as Adjunct Professor of Law, annualized rate of \$30,000 for 9 months (\$3,333.33 per month), 0.33 time, August 16, 2012 through May 15, 2013.

Parker, Geoffrey E., reappointed as Adjunct Lecturer of Architecture, annualized rate of \$19,500 for 9 months (\$2,166.67 per month), 0.25 time, August 16, 2012 through May 15, 2013.

Savage, Mary S., reappointed as Lecturer of International Studies, annualized rate of \$45,000 for 9 months (\$5,000.00 per month), 0.50 time, August 16, 2012 through May 15, 2013.

Smith, Robert B., reappointed as Professor Emeritus of Law, rate of \$20,000 for 4.5 months (\$4,444.44 per month), 0.45 time, August 16, 2012 through December 31, 2012.

Trimble, Paul D., reappointed as Adjunct Professor of Energy Management, rate of \$12,500 for 4.5 months (\$2,777.78 per month), 0.25 time, August 16, 2012 through December 31, 2012.

Vieth, Warren D., reappointed as Instructor of Journalism and Mass Communication, annualized rate of \$30,900 for 9 months (\$3,433.33 per month), 0.50 time, August 16, 2012 through May 15, 2013.

Walden, Susan E., reappointed as Research Associate Professor of Engineering and Associate Director for Engineering Outreach, Sooner Engineering Education Center, annualized rate of \$76,500 for 9 months (\$8,500.00 per month), August 16, 2012 through May 15, 2013.

CHANGE(S):

Ahmed, Ramadan M., Assistant Professor of Petroleum and Geological Engineering, salary changed from annualized rate of \$81,370 for 9 months (\$9,041.11 per month) to annualized rate of \$86,370 for 9 months (\$9,596.67 per month), August 16, 2012. Retention increase.

Bert, Shannon S. C., Associate Professor of Human Relations, annualized rate of \$67,449 for 9 months (\$7,494.33 per month), additional stipend of \$4,000 for increased teaching duties in the Department of Human Relations, August 16, 2012 through December 31, 2012.

Britt, Brian A., Associate Professor of Music, Associate Director of Bands, and Gene Braught Chair in Music, annualized rate of \$108,150 for 12 months (\$9,012.50 per month), additional stipend \$7,150 for serving as Assistant Director, Undergraduate Student Coordinator, School of Music, August 16, 2012 through May 15, 2013.

Butzer, Hans E., Associate Professor of Architecture and Carlisle and Lurline Mabrey Presidential Professor, given additional title Graduate Liaison of the Division of Architecture, salary changed from annualized rate of \$79,621 for 9 months (\$8,846.74 per month) to annualized rate of \$82,321 for 9 months (\$9,146.74 per month), August 16, 2012.

Callard, Jeffrey G., Assistant Professor of Petroleum and Geological Engineering, salary changed from annualized rate of \$78,795 for 9 months (\$8,755.00 per month) to annualized rate of \$83,795 for 9 months (\$9,310.56 per month), August 16, 2012. Retention increase.

Carvallo, Mauricio R., Assistant Professor of Psychology, annualized rate of \$63,036 for 9 months (\$7,004.00 per month), additional stipend of \$5,000 for increased teaching duties in the Department of Psychology, August 16, 2012 through December 31, 2012.

Cifelli, Richard L., Professor of Biology, Curator of Vertebrate Paleontology, Sam Noble Oklahoma Museum of Natural History, and Samuel Roberts Noble Presidential Professor, salary changed from annualized rate of \$101,585 for 12 months (\$8,465.42 per month) to annualized rate of \$111,744 for 12 months (\$9,311.97 per month), July 1, 2012.

Curiel, Herman, Professor of Social Work, annualized rate of \$74,030 for 9 months (\$8,225.61 per month), additional stipend of \$5,100 for increased teaching duties in the Anne and Henry Zarrow School of Social Work, August 16, 2012 through December 31, 2012.

Devegowda, Deepak, Assistant Professor of Petroleum and Geological Engineering, salary changed from annualized rate of \$79,310 for 9 months (\$8,812.22 per month) to annualized rate of \$84,310 for 9 months (\$9,367.78 per month), August 16, 2012. Retention increase.

Dietrich, Joel K., Associate Professor of Architecture, delete titles Interim Director of the Division of Architecture and A. Blaine Imel, Jr. Professor of Architecture, salary changed from annualized rate of \$119,719 for 12 months (\$9,976.58 per month) to annualized rate of \$90,046 for 9 months (\$10,005.14 per month), August 16, 2012. Changing from 12-month academic administrator to 9-month faculty.

Dobbins, Brian K., Associate Professor of Music, salary changed from annualized rate of \$50,367 for 9 months (\$5,596.33 per month) to annualized rate of \$52,000 for 9 months (\$5,777.78 per month), August 16, 2012. Retention increase.

Drege, Lance, Associate Professor of Music, annualized rate of \$61,515 for 9 months (\$6,834.97 per month), additional stipend of \$7,319 for serving as Undergraduate Student Advisor in the School of Music, August 16, 2012 through May 15, 2013.



Dunn, A. Loraine, Associate Professor of Instructional Leadership and Academic Curriculum, salary changed from annualized rate of \$62,780 for 9 months (\$6,975.55 per month), 1.00 time, to annualized rate of \$31,390 for 9 months (\$3,487.78 per month), 0.50 time, August 16, 2012. Changing from tenure to non-tenure.

Ellis, Sarah J., Associate Professor and Undergraduate Studies Coordinator of the School of Music, salary changed from annualized rate of \$52,716 for 9 months (\$5,857.38 per month) to annualized rate of \$54,000 for 9 months (\$6,000.00 per month), August 16, 2012; additional stipend of \$3,987 for serving as Undergraduate Studies Coordinator in the School of Music, August 16, 2012 through May 15, 2013. Retention increase.

Franklin, Lori D., Clinical Assistant Professor of Social Work at Tulsa, annualized rate of \$57,783 for 12 months (\$4,815.25 per month), additional stipend of \$5,400 for serving as Graduate Liaison in the Anne and Henry Zarrow School of Social Work at Tulsa, July 1, 2012 through June 30, 2013.

Gibson, John P., Associate Professor of Biology and of Microbiology and Plant Biology, title changed from Interim Director to Director of Kessler Farm Field Laboratory, salary changed from annualized rate of \$73,579 for 9 months (\$8,175.44 per month) to annualized rate of \$100,171 for 9 months (\$11,130.11 per month), August 16, 2012.

Grunsted, Michelle L., Lecturer of Marketing and Supply Chain Management, annualized rate of \$67,950 for 9 months (\$7,550.01 per month), additional stipend of \$3,250 for increased teaching duties in the Division of Marketing and Supply Chain Management, August 16, 2012 through December 31 2012.

Hamerla, Ralph R., Associate Professor and Associate Dean of the Joe C. and Carole Kerr McClendon Honors College, and Reach for Excellence Professor of Honors #9, salary changed from annualized rate of \$97,850 for 12 months (\$8,154.17 per month) to annualized rate of \$120,000 for 12 months (\$10,000.00 per month), July 1, 2012.

Havig, Kirsten, Assistant Professor of Social Work at Tulsa and Adjunct Assistant Professor of Women's and Gender Studies, annualized rate of \$55,000 for 9 months (\$6,111.11 per month), additional stipend of \$1,500 for increased teaching duties in the Anne and Henry Zarrow School of Social Work at Tulsa, August 16, 2012 through December 31, 2012.

Hoefnagels, Marielle H., Associate Professor of Biology and of Microbiology and Plant Biology, salary changed from annualized rate of \$60,342 for 9 months (\$6,704.66 per month), 1.00 time, to annualized rate of \$45,860 for 9 months (\$5,095.61 per month), 0.76 time, January 1, 2013. Correction to June 2012 agenda.

Jamili, Ahmad, Assistant Professor of Petroleum and Geological Engineering, salary changed from annualized rate of \$78,280 for 9 months (\$8,697.78 per month) to annualized rate of \$80,780 for 9 months (\$8,975.56 per month), August 16, 2012. Retention increase.

Jones, Curtis R., Associate Professor of Art and Art History, given additional title Graduate Liaison of the School of Art and Art History, salary changed from annualized rate of \$54,000 for 9 months (\$6,000.06 per month) to annualized rate of \$57,000 for 9 months (\$6,333.39 per month), August 16, 2012.

Karathanasis, Konstantinos, Associate Professor of Music, salary changed from annualized rate of \$48,000 for 9 months (\$5,333.33 per month) to annualized rate of \$50,500 for 9 months (\$5,611.11 per month), August 16, 2012. Retention increase.

Krumholz, Lee R., Associate Professor of Microbiology and Plant Biology and of Earth and Energy, and Director of Center for Study of Microbial Interactions with the Environment, salary changed from annualized rate of \$108,488 for 9 months (\$12,054.27 per month) to annualized rate of \$97,628 for 9 months (\$10,847.61 per month), August 16, 2012.

LaDue, Daphne S., Research Scientist, Center for Analysis and Prediction of Storms, given additional title Lecturer of Meteorology, salary remains at annualized rate of \$78,540 for 12 months (\$6,545.00 per month), August 16, 2012. Appointment split .75 FTE in Center for Analysis and Prediction of Storms and .25 FTE in School of Meteorology.

Lakshmanan, Valliappa, Senior Research Associate, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$122,783.14 for 12 months (\$10,231.93 per month) to annualized rate of \$152,500 for 12 months (\$12,708.33 per month), September 1, 2012. Counteroffer. Paid from grant funds; subject to availability of funds.

Landau, Brent, Assistant Professor of Religious Studies, salary changed from annualized rate of \$62,830 for 9 months (\$6,981.11 per month) to annualized rate of \$72,830 for 9 months (\$8,092.22 per month), August 16, 2012. Retention increase.

Landis, Joshua M., Associate Professor of International and Area Studies and of International Programs Center, and Director of Center for Middle East Studies, changing from tenure track faculty to five-year renewable term appointment with annual review of term with any necessary adjustments thereto, salary remains at annualized rate of \$77,520 for 9 months (\$8,583.33 per month), August 16, 2012.

Long, Ryan F., Associate Professor of Modern Languages, Literatures, and Linguistics, salary changed from annualized rate of \$61,769 for 9 months (\$6,863.22 per month) to annualized rate of \$64,987 for 9 months (\$7,220.78 per month), August 16, 2012. Merit increase.

McConnell, Amber E., Research Associate, Zarrow Center for Learning Enrichment, salary changed from annualized rate of \$59,000 for 12 months (\$4,916.67 per month) to annualized rate of \$66,151 for 12 months (\$5,512.58 per month), July 1, 2012. Paid from grant funds; subject to availability of funds.

McCuen, Tamera L., Associate Professor of Construction Science, given additional title Harold W. Conner Professor of Construction Science, salary changed from annualized rate of \$69,472 for 9 months (\$7,719.11 per month) to annualized rate of \$76,472 for 9 months (\$8,496.89 per month), August 16, 2012.

McPherson, Renee A., Associate Professor of Geography and Environmental Sustainability, State Climatologist [Administrator III], and Research Scientist in the South Central Climate Science Center, delete title Associate Director of Oklahoma Climatological Survey, salary remains as annualized rate of \$130,000 for 12 months (\$10,833.33 per month), July 1, 2012.

Melick, Christopher J., title changed from Research Associate to Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, salary remains at annualized rate of \$68,021 for 12 months (\$5,668.43 per month), August 1, 2012. Paid from grant funds; subject to availability of funds.

Morgan, Carolyn S., Associate Professor of Honors, Associate Professor of Human Relations, Associate Professor of Sociology, Associate Professor of Women's and Gender Studies, and Reach for Excellence Professor of Honors #1, salary changed from annualized rate of \$116,509 for 9 months (\$12,945.49 per month), 1.00 time, to annualized rate of \$106,509 for 9 months (\$11,834.38 per month), 0.80 time, August 16, 2012.

Morvant, Mark C., title changed from Associate Professor to Professor of Chemistry and Biochemistry, delete title Assistant Chair of Department of Chemistry and Biochemistry, given additional title Executive Director of Center for Teaching and Excellence, salary changed from annualized rate of \$77,091 for 9 months (\$8,565.70 per month) to annualized rate of \$120,000 for 12 months (\$10,000.00 per month), October 1, 2012. Changing from 9-month academic administrator to 12-month academic administrator.

Murray, Kyle E., Geologist IV, Oklahoma Geological Survey, salary changed from annualized rate of \$98,684 for 12 months (\$8,223.68 per month), 1.00 time, to annualized rate of \$75,000 for 12 months (\$6,250.00 per month), 0.76 time, September 1, 2012.

Nagle, David P., Associate Professor of Microbiology and Plant Biology, letter received of intention to retire effective July 31, 2014, in lieu of completing post-tenure review in Spring 2014.

Nara, Atsushi, Postdoctoral Research Associate, Center for Spatial Analysis, salary changed from annualized rate of \$57,750 for 12 months (\$4,812.50 per month) to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), August 16, 2012. Paid from grant funds; subject to availability of funds.

Niu, Shuli, Research Assistant Professor of Microbiology and Plant Biology, salary changed from annualized rate of \$50,000 for 12 months (\$4,166.67 per month) to annualized rate of \$55,000 for 12 months (\$4,583.33 per month), August 1, 2012. Paid from grant funds; subject to availability of funds.

Pace, Terry M., Professor of Educational Psychology, salary changed from annualized rate of \$80,964 for 9 months (\$8,996.00 per month), 1.00 time, to annualized rate of \$40,482 for 9 months (\$4,498.00 per month), 0.50 time, August 16, 2012. Phased retirement.

Pournik, Maysam, Assistant Professor of Petroleum and Geological Engineering, salary changed from annualized rate of \$78,280 for 9 months (\$8,697.78 per month) to annualized rate of \$80,780 for 9 months (\$8,975.56 per month), August 16, 2012. Retention increase.

Qi, Yanrong, Instructor of Modern Languages, Literatures, and Linguistics, annualized rate of \$43,177 for 9 months (\$4,797.39 per month), additional stipend of \$4,200 for increased teaching duties in the Department of Modern Languages, Literatures, and Linguistics, August 16, 2012 through December 31, 2012.

Raadschelders, Julie, Assistant Professor of Liberal Studies, annualized rate of \$75,533 for 12 months (\$6,294.44 per month), additional stipend of \$200, February 20, 2012 through June 15, 2012 and additional stipend of \$400, May 15, 2012 through August 31, 2012, for increased teaching duties in the College of Liberal Studies.

Ray, David H., Dean and Associate Professor of Joe C. and Carole Kerr McClendon Honors College, Associate Professor of Political Science, and Carol Elizabeth Young Chair in Honors, salary changed from annualized rate of \$157,590 for 12 months (\$13,132.50 per month) to annualized rate of \$187,590 for 12 months (\$15,632.50 per month), July 1, 2012.

Robson, Kenneth F., Professor and Director of the Haskell and Irene Lemon Construction Science Division, and Robert E. Busch Professor of Construction Science, salary changed from annualized rate of \$143,161 for 12 months (\$11,930.11 per month) to annualized rate of \$150,162 for 12 months (\$12,513.50 per month), July 1, 2012.

Rodriguez, Clemencia, Professor of Communication and Adjunct Professor of Women's and Gender Studies, salary changed from annualized rate of \$78,500 for 9 months (\$8,722.22 per month) to annualized rate of \$80,493 for 9 months (\$8,943.67 per month), August 16, 2012.

Ruck, Jonathan C., Assistant Professor of Music, salary changed from annualized rate of \$43,260 for 9 months (\$4,806.67 per month) to annualized rate of \$45,000 for 9 months (\$5,000.00 per month), August 16, 2012. Retention increase.

Ryan, Richard C., Associate Dean of the College of Architecture, Professor of Construction Science, and Construction Science Board of Visitors Professor, given additional title Interim Associate Director of the Division of Architecture, salary remains at annualized rate of \$142,027 for 12 months (\$11,835.61 per month), August 16, 2012.

Saltzstein, Jennifer A., Assistant Professor of Music, salary changed from annualized rate of \$44,125 for 9 months (\$4,902.80 per month) to annualized rate of \$47,000 for 9 months (\$5,222.22 per month), August 16, 2012. Retention increase.

Scamehorn, John F., Professor Emeritus of Chemical, Biological and Materials Engineering, salary changed from annualized rate of \$15,000 for 12 months (\$1,250.00 per month), 0.25 time, to annualized rate of \$6,000 for 12 months (\$500.00 per month), 0.10 time, August 1, 2012.

Schuur, Terry J., Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$92,097 for 12 months (\$7,674.76 per month) to annualized rate of \$93,939 for 12 months (\$7,828.26 per month), July 1, 2012. Paid from grant funds; subject to availability of funds.

Seger, Monica J., Assistant Professor of Modern Languages, Literatures, and Linguistics, salary changed from annualized rate of \$48,000 for 9 months (\$5,333.33 per month) to annualized rate of \$56,000 for 9 months (\$6,222.22 per month), August 16, 2012. Merit increase.

Self, Charles C., Professor of Journalism and Mass Communication and Edward L. and Thelma Gaylord Chair in Journalism and Mass Communication, annualized rate of \$160,879 for 9 months (\$17,875.39 per month), additional stipend of \$1,500 for increased teaching duties in the Gaylord College of Journalism and Mass Communication, August 16, 2012 through December 31, 2012.

Sherinian, Zoe C., Associate Professor of Music, salary changed from annualized rate of \$49,440 for 9 months (\$5,493.33 per month) to annualized rate of \$51,500 for 9 months (\$5,722.22 per month), August 16, 2012. Retention increase.

Shortle, Allyson, title changed from Acting Assistant Professor to Assistant Professor of Political Science, salary changed from annualized rate of \$59,000 for 9 months (\$6,555.56 per month) to annualized rate of \$61,000 for 9 months (\$6,777.78 per month), August 16, 2012. Completed Ph.D.

Slocum, Ruth S., Instructor of Social Work at Tulsa, salary changed from annualized rate of \$60,000 for 12 months (\$5,000.00 per month) to annualized rate of \$63,000 for 12 months (\$5,250.00 per month), July 1, 2012.

Southerland, Joshua B., Research Associate, Computer Science, salary changed from annualized rate of \$43,550 for 12 months (\$3,629.17 per month), 0.67 time, to annualized rate of \$50,050 for 12 months (\$4,170.83 per month), 0.77 time, July 1, 2012.

Stewart, Todd A., Associate Professor of Art and Art History, given additional title Associate Director of the College of Art and Art History, salary changed from annualized rate of \$59,052 for 9 months (\$6,561.33 per month) to annualized rate of \$64,052 for 9 months (\$7,116.89 per month), August 16, 2012. Changing from 9-month faculty to 9-month academic administrator.

St. John, Craig A., Professor and Chair of Department of Sociology, annualized rate of \$134,078 for 12 months (\$11,173.17 per month), additional stipend of \$5,100 for increased teaching duties in the Department of Sociology, August 16, 2012 through December 31, 2012.

Straka, Jerry M., Professor of Meteorology, salary changed from annualized rate of \$93,088 for 9 months (\$10,343.11 per month) to annualized rate of \$98,588 for 9 months (\$10,954.22 per month), August 16, 2012. Compression increase.

Tall Bear, Donna M., Instructor of Health and Exercise Science, salary changed from annualized rate of \$41,200 for 9 months (\$4,577.78 per month) to annualized rate of \$45,000 for 9 months (\$5,000.00 per month), August 16, 2012.

Tepker Jr., Harry F., Professor of Law and Floyd and Irma Calvert Chair in Law and Liberty, salary changed from annualized rate of \$170,767 for 9 months (\$18,974.11 per month) to annualized rate of \$176,767 for 9 months (\$19,640.78 per month), August 16, 2012.

Wachter, Hans-Peter G., Associate Professor of Interior Design, given additional title Graduate Liaison of the Division of Interior Design, salary changed from annualized rate of \$55,723 for 9 months (\$6,191.44 per month) to annualized rate of \$58,423 for 9 months (\$6,491.44 per month), August 16, 2012.

Wagner, Irvin L., Professor, Regent's Professor and David Ross Boyd Professor of Music, annualized rate of \$89,060 for 9 months (\$9,895.57 per month), additional stipend of \$9,419 for serving as Assistant Director and Coordinator of Graduate Studies in the School of Music, August 16, 2012 through May 15, 2013.

Walker-Esbaugh, Cheryl A., Instructor of Classics and Letters, annualized rate of \$49,778 for 9 months (\$5,530.94 per month), additional stipend of \$4,200 for increased teaching duties in the Department of Classics and Letters, August 16, 2012 through December 31, 2012.

Warnken, Charles G., Associate Professor of Regional and City Planning, Associate Dean and Ph.D. Coordinator of the College of Architecture, given additional title Graduate Liaison of the Division of Regional and City Planning, salary changed from annualized rate of \$123,970 for 12 months (\$10,330.83 per month) to annualized rate of \$126,670 for 12 months (\$10,555.83 per month), July 1, 2012; given additional title Interim Associate Director of the Division of Architecture, salary remains at annualized rate of \$126,670 for 12 months (\$10,555.83 per month), August 16, 2012.

Weldon, Stephen P., Assistant Professor of History of Science and History of Science Society Bibliographer, salary changed from annualized rate of \$55,353 for 9 months (\$6,150.31 per month) to annualized rate of \$56,460 for 9 months (\$6,273.31 per month), August 16, 2012.

Wellborn, Gary A., Associate Professor of Biology, delete title Associate Professor of Oklahoma Biological Station, given additional title Director of Oklahoma Biological Station, salary changed from annualized rate of \$71,556 for 9 months (\$7,950.67 per month) to annualized rate of \$95,408 for 12 months (\$7,950.67 per month), July 1, 2012. Changing from 9-month faculty to 12-month academic administrator.

Williams, Leslie A., Research Associate Professor and Associate Director of the K20 Center for Educational and Community Renewal, salary changed from annualized rate of \$87,000 for 12 months (\$7,250.00 per month) to annualized rate of \$95,000 for 12 months (\$7,916.67 per month), July 1, 2012. Paid from grant funds; subject to availability of funds.

Worley, Jody A., Associate Professor of Human Relations, annualized rate of \$68,313 for 9 months (\$7,590.33 per month), additional stipend of \$4,000 for increased teaching duties in the Department of Human Relations, August 16, 2012 through December 31, 2012.

Yadav, Pradeep K., Professor and Director of Division of Finance, and W. Ross Johnston Chair in Finance, salary changed from annualized rate of \$306,841 for 12 months (\$25,570.08 per month) to annualized rate of \$315,807 for 12 months (\$26,317.25 per month), July 1, 2012.

RESIGNATION(S)/TERMINATION(S):

Alzate, Monica M., Associate Professor of Social Work, August 16, 2012. Personal reasons.

Coffman, Reid R., Associate Professor of Landscape Architecture, August 10, 2012. Accepted position at Kent State University.

Lu, Yong, Scholar, Electrical and Computer Engineering, September 1, 2012. Returning to China.

McIntosh, John R., Research Scientist, Center for Spatial Analysis, August 25, 2012. Accepted position outside the University.

Morris, Carol A., Assistant Professor of Instructional Leadership and Academic Curriculum, August 1, 2012. Moving to North Carolina.

Newton, Salet M., Research Associate Professor of Chemistry and Biochemistry, August 1, 2012. Accepted position at Kansas State University.

Shen, Jana K., Assistant Professor of Chemistry and Biochemistry, August 16, 2012. Accepted position at the University of Maryland.

Tikhonova, Elena B., Research Assistant Professor of Chemistry and Biochemistry, August 1, 2012. Accepted position at another university.

Welch, Ginger L., Assistant Professor of Human Relations, August 1, 2012. Accepted position at Oklahoma State University.

Williams, Vicki A., Assistant Professor of Educational Leadership and Policy Studies, July 1, 2012.

RETIREMENT(S):

Chaplin, James R., Geologist IV, Oklahoma Geological Survey, August 1, 2012.

Crain, Gerald E., Professor of Electrical and Computer Engineering, August 16, 2012. Named Professor Emeritus of Electrical and Computer Engineering.

Franzese, Robert J., Associate Professor of Sociology, September 1, 2012.

Kartalopoulos, Stamatios V., Associate Professor of Electrical and Computer Engineering and Williams Professor of Telecommunications Networking, August 1, 2012.

McManus Jr., William W., Associate Professor of Construction Science, August 1, 2012. Named Professor Emeritus of Construction Science.

Schnell, Gary D., Professor of Biology and Curator of Ornithology, Sam Noble Oklahoma Museum of Natural History, September 1, 2012. Named Professor Emeritus of Biology and Curator Emeritus of Ornithology.

President Boren recommended the Board of Regents approve the academic personnel actions shown above.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

**ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS – NC & HSC**Health Sciences Center:

## LEAVE(S) OF ABSENCE:

Hill, Elizabeth McElroy, Physician Assistant I, CMT Pediatrics, College of Medicine Tulsa, paid leave of absence, family medical leave, May 1, 2012 through August 5, 2012. Professional Nonfaculty.

Reynolds, Melanie Jean, Neonatal Nurse Practitioner, Pediatrics, College of Medicine, paid leave of absence, family medical leave, July 23, 2012 through October 31, 2012. Professional Nonfaculty.

## APPOINTMENT(S):

Bartlow, Angela Diane, Physician Assistant I, Pediatrics, College of Medicine, annualized rate of \$88,000 for 12 months (\$7,333.34 per month), June 29, 2012. Professional Nonfaculty.

Brennan, Jessica Laura, Physician Assistant I, Surgery, College of Medicine, annualized rate of \$83,000 for 12 months (\$6,916.67 per month), August 6, 2012. Professional Nonfaculty.

Clark, Jane Ann, Clinic Nurse Manager, Psychiatry & Behavioral Sciences, College of Medicine, annualized rate of \$68,904 for 12 months (\$5,742.00 per month), September 1, 2012. Managerial Staff.

Conrady, Kathryn Diane, Nurse Practitioner, Medicine Infectious Diseases, College of Medicine, annualized rate of \$65,000 for 12 months (\$5,416.67 per month), July 9, 2012. Professional Nonfaculty.

Crosby, Amber Lynn, Nurse Practitioner, Medicine Gastroenterology, College of Medicine, annualized rate of \$77,000 for 12 months (\$6,416.67 per month), July 2, 2012. Professional Nonfaculty.

Kanak, Jackie L., Senior Clinical Nurse Manager, OU Physicians CHP Clinics, College of Medicine, annualized rate of \$63,000 for 12 months (\$5,250.00 per month), August 13, 2012. Managerial Staff.

Moore, Tristan Nicole, Registered Vascular Technician, CMT Surgery, College of Medicine-Tulsa, annualized rate of \$62,400 for 12 months (\$5,200.00 per month, June 18, 2012. Technical/Paraprofessional.

Weber, Jonel Elaine, Clinical Pharmacist, Pharmacy Management Consultant, College of Pharmacy, annualized rate of \$88,901 for 12 months (\$7,408.45 per month), July 11, 2012. Professional Nonfaculty.

Williams, Kristie Lynne, Pharmacist Poison Information Specialist I, Oklahoma Poison Control Center, College of Pharmacy, annualized rate of \$92,700 for 12 months (\$7,725.00 per month), July 31, 2012. Professional Nonfaculty.

## CHANGE(S):

Barlow-Flug, Beth Anne, Manager of Professional Liability & Risk, OU Physicians, College of Medicine, salary changed from an annualized rate of \$73,000 for 12 months (\$6,083.33 per month) to an annualized rate of \$74,460 for 12 months (\$6,205.00 per month), October 1, 2012. Administrative Staff. Merit.

Baxley, Allison Ashley, title changed from Resident, Experimental Education, College of Pharmacy, to Staff Pharmacist, Cancer Center Clinical Services, College of Medicine, salary changed from an annualized rate of \$39,500 for 12 months (\$3,291.67 per month) to an annualized rate of \$105,000 for 12 months (\$8,750.00 per month), July 23, 2012. Professional Nonfaculty. Hired as a permanent employee.

Beeler, Mandi S, Chemotherapy Nurse, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$62,400 for 12 months (\$5,200.00 per month) to an annualized rate of \$64,896 for 12 months (\$5,408.00 per month), October 1, 2012. Professional Nonfaculty. Merit.

Bixler, Lacey Dawn, title changed from Clinical Research Coordinator, Harold Hamm Diabetes Center, College of Medicine, to Clinical Research Coordinator II, Harold Hamm Diabetes Center, College of Medicine, salary changed from an annualized rate of \$58,560 for 12 months (\$4,880.00 per month) to an annualized rate of \$63,560 for 12 months (\$5,296.67 per month), August 1, 2012. Professional Nonfaculty. Promotion.

Bond, Charles Lewis, title changed from Pharmacist Poison Information Specialist I, Oklahoma Poison Control Center, College of Pharmacy, to Pharmacist Poison Information Specialist II, Oklahoma Poison Control Center, College of Pharmacy, salary changed from an annualized rate of \$92,700 for 12 months (\$7,725.00 per month) to an annualized rate of \$94,700 for 12 months (\$7,891.67 per month), August 1, 2012. Professional Nonfaculty. Passed certification exam.

Broadhurst, Connie Karlene, Chemotherapy Nurse, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$64,260 for 12 months (\$5,355.00 per month) to an annualized rate of \$65,545 for 12 months (\$5,462.08 per month), October 1, 2012. Professional Nonfaculty. Merit

Brown, Connie M, Registered Nurse Clinician, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$60,916 for 12 months (\$5,076.33 per month) to an annualized rate of \$61,829 for 12 months (\$5,152.42 per month), October 1, 2012. Professional Nonfaculty. Merit.

Butler, Elizabeth Marie, title changed from Pharmacist Manager, Pharmaceutical Care, College of Pharmacy, to Staff Pharmacist, Pharmaceutical Care, College of Pharmacy, August 1, 2012. Professional Nonfaculty. Demotion.

Clark, Debra Ann, Nurse Practitioner, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$81,830 for 12 months (\$6,819.17 per month) to an annualized rate of \$83,467 for 12 months (\$6,955.58 per month), October 1, 2012. Professional Nonfaculty. Merit.

Cleary, Russell, Electronic Health Records (EHR) Project Manager, OU Physicians, College of Medicine, salary changed from an annualized rate of \$72,014 for 12 months (\$6,001.17 per month) to an annualized rate of \$73,815 for 12 months (\$6,151.25 per month), October 1, 2012. Professional Nonfaculty. Merit.

Clegg, Cynthia Blair, Associate Director of Human Resources, Human Resources, Administration & Finance, salary changed from an annualized rate of \$96,007 for 12 months (\$8,000.59 per month) to an annualized rate of \$97,925 for 12 months (\$8,160.42 per month), July 1, 2012. Administrative Staff. Correction to Budget.

Cockrum, Kathleen L, Nurse Navigator, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$65,790 for 12 months (\$5,482.50 per month) to an annualized rate of \$67,106 for 12 months (\$5,592.17 per month), October 1, 2012. Professional Nonfaculty. Merit.



Davison, Sabrina, Clinics Administrator, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$75,712 for 12 months (\$6,309.33 per month) to an annualized rate of \$77,226 for 12 months (\$6,435.50 per month), October 1, 2012. Managerial Staff. Merit.

Dennison, Michelle E, Dietitian, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$62,994 for 12 months (\$5,249.50 per month) to an annualized rate of \$64,885 for 12 months (\$5,407.08 per month), October 1, 2012. Professional Nonfaculty. Merit.

Duckett, Araceli, Clinics Administrator, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$74,000 for 12 months (\$6,166.67 per month) to an annualized rate of \$75,480 for 12 months (\$6,290.00 per month), October 1, 2012. Managerial Staff. Merit.

Elliott, Ronda Faye, Senior Staff Accountant, OU Physicians, College of Medicine, salary changed from an annualized rate of \$67,994 for 12 months (\$5,666.17 per month) to an annualized rate of \$70,374 for 12 months (\$5,864.50 per month), October 1, 2012. Professional Nonfaculty. Merit.

Eslinger, Lori Renee, Cardiac Sonographer, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$65,020 for 12 months (\$5,418.33 per month) to an annualized rate of \$66,645 for 12 months (\$5,553.75 per month), October 1, 2012. Technical/Paraprofessional. Merit.

Eubanks, Jimmy, title changed from Assistant Director of Finance, OU Physicians, College of Medicine, to Associate Director of Administration, OU Physicians, College of Medicine, July 1, 2012. Administrative Staff. Promotion.

Eubanks, Jimmy, Associate Director of Administration, OU Physicians, College of Medicine, salary changed from an annualized rate of \$94,664 for 12 months (\$7,888.67 per month) to an annualized rate of \$96,558 for 12 months (\$8,046.50 per month), October 1, 2012. Administrative Staff. Merit.

Farmer Jr., Johnny Ruford, Financial Analyst, OU Physicians, College of Medicine, salary changed from an annualized rate of \$63,248 for 12 months (\$5,270.67 per month) to an annualized rate of \$64,829 for 12 months (\$5,402.42 per month), October 1, 2012. Managerial Staff. Merit.

Farney, Charles Joseph, Associate Director of Operations-Tulsa, Tulsa Operations, Administration Tulsa, salary changed from an annualized rate of \$46,970 for 12 months (\$3,914.17 per month) to an annualized rate of \$61,803 for 12 months (\$5,150.26 per month), June 1, 2012. Administrative Staff. FTE change from 76% to 100%.

Gaden, Michelle Deanne, Senior Database Analyst, OU Physicians, College of Medicine, salary changed from an annualized rate of \$60,000 for 12 months (\$5,000.00 per month) to an annualized rate of \$61,800 for 12 months (\$5,150.00 per month), October 1, 2012. Professional Nonfaculty. Merit.

Gaultney, Heather Renee, Assistant Director of Patient Accounts, OU Physicians, College of Medicine, salary changed from an annualized rate of \$65,000 for 12 months (\$5,416.67 per month) to an annualized rate of \$66,300 for 12 months (\$5,525.00 per month), October 1, 2012. Managerial Staff. Merit.

Golden, Valerie Ruth, Electronic Health Records (EHR) Project Manager, OU Physicians, College of Medicine, salary changed from an annualized rate of \$71,987 for 12 months (\$5,998.92 per month) to an annualized rate of \$73,067 for 12 months (\$6,088.92 per month), October 1, 2012. Professional Nonfaculty. Merit.

Graham, Janis Lyn, Quality Manager, OU Physicians, College of Medicine, salary changed from an annualized rate of \$66,313 for 12 months (\$5,526.08 per month) to an annualized rate of \$67,639 for 12 months (\$5,636.58 per month), October 1, 2012. Professional Nonfaculty. Merit.

Groff, Karen Ann, Senior Clinics Administrator, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$84,000 for 12 months (\$7,000.00 per month) to an annualized rate of \$86,520 for 12 months (\$7,210.00 per month), October 1, 2012. Managerial Staff. Merit.

Hale, Darla Jean, Senior Clinic Manager, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$63,000 for 12 months (\$5,250.00 per month) to an annualized rate of \$63,630 for 12 months (\$5,302.50 per month), October 1, 2012. Managerial Staff. Merit.

Hallman, Mary, Senior Clinics Administrator, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$87,741 for 12 months (\$7,311.75 per month) to an annualized rate of \$90,373 for 12 months (\$7,531.08 per month), October 1, 2012. Managerial Staff. Merit.

Harding, Stephanie, Clinic Manager, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$52,530 for 12 months (\$4,377.50 per month) to an annualized rate of \$65,663 for 12 months (\$5,4719.17 per month), July 1, 2012. Managerial Staff. Correction to Budget.

Harding, Stephanie, Clinic Manager, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$65,663 for 12 months (\$5,4719.17 per month) to an annualized rate of \$66,978 for 12 months (\$5,581.31 per month), October 1, 2012. Managerial Staff. Merit.

Hawthorne, Robert, Assistant Director of Finance, OU Physicians, College of Medicine, salary changed from an annualized rate of \$84,981 for 12 months (\$7,081.75 per month) to an annualized rate of \$86,589 for 12 months (\$7,215.75 per month), October 1, 2012. Administrative Staff. Merit.

Hill, Elizabeth McElroy, Physician Assitant I, CMT Pediatrics, College of Medicine - Tulsa, salary changed from an annualized rate of \$83,466 for 12 months (\$6,955.50 per month) to an annualized rate of \$50,080 for 12 months (\$4,173.30 per month), August 6, 2012. Professional Nonfaculty. FTE decrease from 100% to 60%.

Homco, Juell Briggett, Senior Research Biostatistician, Research Center Tulsa, College of Medicine - Tulsa, salary changed from an annualized rate of \$72,500 for 12 months (\$6,041.67 per month) to an annualized rate of \$76,000 for 12 months (\$6,333.34 per month), July 1 2012. Professional Nonfaculty. Increased responsibility.

Howard, Roger Lee, Senior Staff Accountant, Pediatrics, College of Medicine, salary changed from an annualized rate of \$60,188 for 12 months (\$5,015.67 per month) to an annualized rate of \$63,800 for 12 months (\$5,316.67 per month), August 1, 2012. Professional Nonfaculty. Merit.

Hutson, Eleanor Leslie, Sponsored Program Coordinator, Pediatrics, College of Medicine, salary changed from an annualized rate of \$56,950 for 12 months (\$4,745.83 per month) to an annualized rate of \$60,300 for 12 months (\$5,025.00 per month), August 1, 2012. Professional Nonfaculty. FTE increase from 85% to 90%.

Hutton, Harold P, OU Physicians Project Manager II, OU Physicians CHC, College of Medicine, salary changed from an annualized rate of \$60,690 for 12 months (\$5,057.50 per month) to an annualized rate of \$62,511 for 12 months (\$5,209.25 per month), October 1, 2012. Professional Nonfaculty. Merit.

Jones, Edith F, Quality Manager, OU Physicians, College of Medicine, salary changed from an annualized rate of \$73,000 for 12 months (\$6,083.33 per month) to an annualized rate of \$74,460 for 12 months (\$6,205.00 per month), October 1, 2012. Professional Nonfaculty. Merit.

Keller, Duane Lee, Systems Administrator, OU Physicians, College of Medicine, salary changed from an annualized rate of \$63,828 for 12 months (\$5,319.00 per month) to an annualized rate of \$65,219 for 12 months (\$5,434.92 per month), October 1, 2012. Professional Nonfaculty. Merit.

Kendall, Roberta S, Pacemaker Nurse, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$70,775 for 12 months (\$5,897.92 per month) to an annualized rate of \$72,545 for 12 months (\$6,045.42 per month), October 1, 2012. Professional Nonfaculty. Merit.

Kimberling, Kelly, Assistant Director of Professional Liability and Risk Management - OU Physicians, OU Physicians, College of Medicine, salary changed from an annualized rate of \$95,000 for 12 months (\$7,916.67 per month) to an annualized rate of \$96,900 for 12 months (\$8,075.00 per month), October 1, 2012. Administrative Staff. Merit.

Klein, Jason Charles, Nurse Practitioner, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$104,040 for 12 months (\$8,670.00 per month) to an annualized rate of \$106,121 for 12 months (\$8,843.42 per month), October 1, 2012. Professional Nonfaculty. Merit.

Kumm, Debra Ellen, Pharmacy Manager- Peggy and Charles Stephenson Oklahoma Cancer Center, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$115,000 for 12 months (\$9,583.33 per month) to an annualized rate of \$117,300 for 12 months (\$9,775.00 per month), October 1, 2012. Managerial Staff. Merit.

Lathrop, Margaret Ann, Chemotherapy Nurse, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$58,241 for 12 months (\$4,853.42 per month) to an annualized rate of \$60,570 for 12 months (\$5,047.50 per month), October 1, 2012. Professional Nonfaculty. Merit.

Lee, Pamela Gayle, EMR Quality Coordinator, OU Physicians, College of Medicine, salary changed from an annualized rate of \$61,083 for 12 months (\$5,090.25 per month) to an annualized rate of \$62,915 for 12 months (\$5,242.927 per month), October 1, 2012. Professional Nonfaculty. Merit.

Lewis, Jennifer Elizabeth, Nurse Practitioner, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$85,000 for 12 months (\$7,083.33 per month) to an annualized rate of \$86,700 for 12 months (\$7,225.00 per month), October 1, 2012. Professional Nonfaculty. Merit.

Maphies, Jaclyn D, Nurse Practitioner, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$75,000 for 12 months (\$6,250.00 per month) to an annualized rate of \$71,500 for 12 months (\$5,958.33 per month), October 1, 2012. Professional Nonfaculty. Merit.

Meek II, Charles R., Assistant Director of Employment and Compensation, Human Resources, Administration & Finance, salary changed from an annualized rate of \$83,500 for 12 months (\$6,958.33 per month) to an annualized rate of \$85,170 for 12 months (\$7,097.50 per month), July 1, 2012. Managerial Staff. Correction to Budget.

Menifee, Willie, Registered Nurse Clinician, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$66,952 for 12 months (\$5,579.33 per month) to an annualized rate of \$68,397 for 12 months (\$5,699.75 per month), October 1, 2012. Professional Nonfaculty. Merit.

Newport, Dustin Neil, Programmer Analyst, OU Physicians, College of Medicine, salary changed from an annualized rate of \$59,612 for 12 months (\$4,967.67 per month) to an annualized rate of \$60,208 for 12 months (\$5,017.33 per month), October 1, 2012. Professional Nonfaculty. Merit.

O'Brien, Barbara Taylor, Senior Oklahoma Perinatal Care Project Coordinator, Obstetrics and Gynecology, College of Medicine, salary changed from an annualized rate of \$59,143 for 12 months (\$4,928.58 per month) to an annualized rate of \$65,056 for 12 months (\$5,421.33 per month), July 1, 2012. Managerial Staff. Correction to Budget.

O'Brien, Vickie Lynn, Chemotherapy Nurse, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$65,648 for 12 months (\$5,470.6 per month) to an annualized rate of \$67,618 for 12 months (\$5,634.83 per month), October 1, 2012. Professional Nonfaculty. Merit.

Pearson-Simson, Elda June, Data Management Analyst II, OU Physicians, College of Medicine, salary changed from an annualized rate of \$59,289 for 12 months (\$4,940.75 per month) to an annualized rate of \$60,473 for 12 months (\$5,039.42 per month), October 1, 2012. Professional Nonfaculty. Merit.

Poulsen, Tawney Marie, Neonatal-Perinatal Program Development Director, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$76,990 for 12 months (\$6,415.83 per month) to an annualized rate of \$78,529 for 12 months (\$6,544.08 per month), October 1, 2012. Administrative Staff. Merit.

Raines, June Camille Bush, title changed from Legal Counsel & University Privacy Official, Legal Counsel, Provost, to Assistant General Counsel & University Privacy Official, Legal Counsel, Provost, July 1, 2012. Administrative Staff. Promotion.

Reed, Tammy M, Assistant Director of Patient Accounts, OU Physicians, College of Medicine, salary changed from an annualized rate of \$65,000 for 12 months (\$5,416.67 per month) to an annualized rate of \$66,300 for 12 months (\$5,525.00 per month), October 1, 2012. Managerial Staff. Merit.

Reed, Trisha Dawn, Senior Clinic Manager, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$68,423 for 12 months (\$5,701.92 per month) to an annualized rate of \$6,979 for 12 months (\$5,81.58 per month), October 1, 2012. Managerial Staff. Merit.

Reid, Brent Alan, title changed from Pharmacist Poison Information Specialist I, Oklahoma Poison Control Center, College of Pharmacy, to Pharmacist Poison Information Specialist II, Oklahoma Poison Control Center, College of Pharmacy, salary changed from an annualized rate of \$92,700 for 12 months (\$7,725.00 per month) to an annualized rate of \$94,700 for 12 months (\$7,891.67 per month), August 1, 2012. Professional Nonfaculty. Passed certification exam.

Ribaud, Margaret R., Director of Human Research Participant Protection, Institutional Review Board, Office of Research Administration, salary changed from an annualized rate of \$92,564 for 12 months (\$7,713.70 per month) to an annualized rate of \$100,000 for 12 months (\$8,333.34 per month), July 1, 2012. Administrative Staff. Correction to budget.

Rowley, Debra Louise, Chemotherapy Nurse, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$69,355 for 12 months (\$5,779.58 per month) to an annualized rate of \$72,129 for 12 months (\$6,010.75 per month), October 1, 2012. Professional Nonfaculty. Merit.

Sandefer, April Lynn, Marketing and Outreach Assistant Director, OU Physicians, College of Medicine, salary changed from an annualized rate of \$71,286 for 12 months (\$5,940.50 per month) to an annualized rate of \$72,712 for 12 months (\$6,059.33 per month), October 1, 2012. Administrative Staff. Merit.

Segraves, Marcia J, Clinics Administrator, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$72,421 for 12 months (\$6,035.08 per month) to an annualized rate of \$74,593 for 12 months (\$6,216.08 per month), October 1, 2012. Managerial Staff. Merit.

Shaw, Jessica Rae, title changed from Clinical Research Coordinator, Harold Hamm Diabetes Center, College of Medicine, to Clinical Research Coordinator II, Harold Hamm Diabetes Center, College of Medicine, salary changed from an annualized rate of \$55,500 for 12 months (\$4,624.99 per month) to an annualized rate of \$60,500 for 12 months (\$5,041.65 per month), August 1, 2012. Professional Nonfaculty. Promotion.

Simpson, Carrol Ann, Basic Sciences Departmental Business Manager I, Physiology, College of Medicine, salary changed from an annualized rate of \$67,302 for 12 months (\$5,608.50 per month) to an annualized rate of \$73,302 for 12 months (\$6,108.50 per month), September 1, 2012. Administrative Staff. Additional duties.

Smith, Jovan Marzae, Senior Clinic Manager, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$62,000 for 12 months (\$5,166.67 per month) to an annualized rate of \$62,620 for 12 months (\$5,218.33 per month), October 1, 2012. Managerial Staff. Merit.

Sommer, Carrie Sue, Clinics Administrator, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$66,197 for 12 months (\$5,516.42 per month) to an annualized rate of \$66,859 for 12 months (\$5,571.58 per month), October 1, 2012. Managerial Staff. Merit.

Southern, Shella Dawn, Clinics Administrator, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$64,867 for 12 months (\$5,405.63 per month) to an annualized rate of \$68,921 for 12 months (\$5,743.42 per month), July 1, 2012. Managerial Staff. Correction to Budget.

Southern, Shella Dawn, Clinics Administrator, OU Physicians CHP Clinics, College of Medicine, salary changed from an annualized rate of \$68,921 for 12 months (\$5,743.42 per month) to an annualized rate of \$70,989 for 12 months (\$5,915.72 per month), October 1, 2012. Managerial Staff. Merit.

Spangler, Kristal Lynn, Senior Staff Accountant, OU Physicians, College of Medicine, salary changed from an annualized rate of \$63,990 for 12 months (\$5,332.50 per month) to an annualized rate of \$69,334 for 12 months (\$5,777.833 per month), October 1, 2012. Professional Nonfaculty. Merit and equity increase.

Sulley, Glenn M, Clinic Nurse Manager, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$80,254 for 12 months (\$6,687.83 per month) to an annualized rate of \$81,859 for 12 months (\$6,821.58 per month), October 1, 2012. Managerial Staff. Merit.

Taylor, Misty Jo, Senior Clinic Manager, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$66,000 for 12 months (\$5,500.00 per month) to an annualized rate of \$67,320 for 12 months (\$5,610.00 per month), October 1, 2012. Managerial Staff. Merit.

Tennery, Cheri C, Sponsored Program Coordinator, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$59,376 for 12 months (\$4,948.00 per month) to an annualized rate of \$60,564 for 12 months (\$5,047.00 per month), October 1, 2012. Managerial Staff. Merit.

Tiffany, Sheryl Lynette, Mammography Technologist, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$65,000 for 12 months (\$5,416.67 per month) to an annualized rate of \$68,820 for 12 months (\$5,735.00 per month), October 1, 2012. Technical/Paraprofessional. Merit.

Tolman, Julie, Quality Manager, OU Physicians, College of Medicine, salary changed from an annualized rate of \$76,994 for 12 months (\$6,416.17 per month) to an annualized rate of \$78,534 for 12 months (\$6,544.50 per month), October 1, 2012. Professional Nonfaculty. Merit.

Tyler, Flinton L, Staff Registered Nurse, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$56,098 for 12 months (\$4,674.83 per month) to an annualized rate of \$62,400 for 12 months (\$5,200.00 per month), July 1, 2012. Professional Nonfaculty. Correction to budget.

Updegraff, Susan, OU Physicians Training & Development Manager, OU Physicians, College of Medicine, salary changed from an annualized rate of \$62,378 for 12 months (\$5,198.17 per month) to an annualized rate of \$63,625 for 12 months (\$5,302.08 per month), October 1, 2012. Managerial Staff. Merit.

Vongkaysone, Chance, Systems Analyst, OU Physicians, College of Medicine, salary changed from an annualized rate of \$62,424 for 12 months (\$5,202.00 per month) to an annualized rate of \$63,672 for 12 months (\$5,306.00 per month), October 1, 2012. Professional Nonfaculty. Merit.

Walker, Jessica Taylor, Registered Clinical Nurse, Pediatrics, College of Medicine, salary changed from an annualized rate of \$56,500 for 12 months (\$4,708.33 per month) to an annualized rate of \$61,020 for 12 months (\$5,085.00 per month), July 1, 2012. Professional Nonfaculty. Correction to budget.

Walker, Kathy C., Director of Administrative Support Services, Vice President Administration & Finance, Administrative & Finance, salary changed from an annualized rate of \$89,852 for 12 months (\$7,487.71 per month) to an annualized rate of \$92,548 for 12 months (\$7,712.34 per month), July 1, 2012. Administrative Staff. Correction to budget.

Watkins, Trena Dawn, Senior Clinic Manager, OU Physicians Faculty Clinics, College of Medicine, salary changed from an annualized rate of \$71,604 for 12 months (\$5,967.00 per month) to an annualized rate of \$73,036 for 12 months (\$6,086.33 per month), October 1, 2012. Managerial Staff. Merit.

Weathers, Janna Lee, Chemotherapy Nurse, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$64,921 for 12 months (\$5,410.08 per month) to an annualized rate of \$66,219 for 12 months (\$5,518.25 per month), October 1, 2012. Professional Nonfaculty. Merit.

Whitetree, Amy R, Senior Clinic Manager, Cancer Ctr Clinical Services, College of Medicine, salary changed from an annualized rate of \$65,000 for 12 months (\$5,416.67 per month) to an annualized rate of \$65,650 for 12 months (\$5,470.83 per month), October 1, 2012. Managerial Staff. Merit.

Whitney-Proctor, Cynthia, title changed from Assistant Director of OU Physicians Information Systems, OU Physicians, College of Medicine, to Associate Director of Administration, OU Physicians, College of Medicine, July 1, 2012. Administrative Staff. Promotion.

Whitney-Proctor, Cynthia, Associate Director of Administration, OU Physicians, College of Medicine, salary changed from an annualized rate of \$87,603 for 12 months (\$7,300.25 per month) to an annualized rate of \$89,355 for 12 months (\$7,446.25 per month), October 1, 2012. Administrative Staff. Merit.

Wilcox, Jamileh, Systems Analyst, OU Physicians, College of Medicine, salary changed from an annualized rate of \$62,576 for 12 months (\$5,214.67 per month) to an annualized rate of \$63,828 for 12 months (\$5,319.00 per month), October 1, 2012. Professional Nonfaculty. Merit.

Wilson, Margaret A., title changed from Senior Clinic Manager, OU Physicians CHP Clinics, College of Medicine, to Quality Manager, OU Physicians, College of Medicine, July 1, 2012. Professional Nonfaculty. Promotion.

Zavy, Lyndi Porter, Senior Human Resources Manager, OU Physicians, OU Physicians, College of Medicine, salary changed from an annualized rate of \$64,575 for 12 months (\$5,381.25 per month) to an annualized rate of \$65,867 for 12 months (\$5,488.92 per month), October 1, 2012. Managerial Staff. Merit.

#### TERMINATION(S):

Baker, Kathy Josephine, Senior Clinic Nurse Manager, Cancer Center Clinical Services, College of Medicine, September 1, 2012. Resignation.

Bradley, Lucinda Ann, Associate Director of Clinical Operations, Cancer Center Clinical Services, College of Medicine, July 28, 2012. Resignation.

Hovseth, Kimberly Ann, Poison Information Specialist I-Physician Assistant, Oklahoma Poison Control Center, College of Pharmacy, July 26, 2012. Resignation.

Ingram, Kristi Lynn, Senior Staff Accountant, OU Physicians, College of Medicine, July 19, 2012. Resignation.

Martineau, Denise Marie, Nurse Practitioner, Bedlam Community and Campus, College of Medicine - Tulsa, July 21, 2012. Reduction in force.

Montgomery, Polly Sue, Clinical Research Coordinator II, Pediatrics, College of Medicine, July 10, 2012. Elimination of funding.

Powell, Maria, Clinic Nurse Manger, Psychiatry & Behavioral Sciences, College of Medicine, July 7, 2012. Discharge.

Root, Jeremy D., Program Manager, Research Center Tulsa, College of Medicine Tulsa, July 7, 2012. Resignation.

Schiebert, Minnie Elizabeth, Chemotherapy Nurse, Cancer Center Clinical Services, College of Medicine, July 14, 2012. Resignation.

Timi, Susan A., Chemotherapy Nurse, Peggy & Charles Stephenson Cancer Center, College of Medicine, September 15, 2012. Resignation.

Traylor, Julie Beth, Administrative Director of Harold Hamm Oklahoma Diabetes Center, Harold Hamm Diabetes Center, College of Medicine, July 19, 2012. Resignation.

Wells III, Lyle Avery, Data Management Analyst III, CMT Medical Informatics, College of Medicine Tulsa, August 4, 2012. Resignation-other position.

RETIREMENT(S):

Butler, Carol S., Senior Clinical Department Business Manager, CMT Internal Medicine, College of Medicine, July 2, 2012.

Kenney, Edith Happ, Neonatal Nurse Practitioner, Pediatrics, College of Medicine, January 10, 2012.

Sperry, Victor Lynn, IT Analyst II, IT Voice Services, Provost, September 29, 2012.

Norman Campus:

LEAVE(S) OF ABSENCE:

Harris, Betty A., Technical Project Management Specialist III, College of Continuing Education E-Team, family medical leave of absence with pay, May 25, 2012. Managerial Staff.

NEW APPOINTMENT(S):

Brand, Jeremy A., Information Technology Specialist II, Center for Public Management, annualized rate of \$69,765 for 12 months (\$5,813.75 per month), September 3, 2012. Managerial Staff.

DeArman, Lee Ann, Development Associate II, Fine Arts Dean's Office, annualized rate of \$70,000 for 12 months (\$5,833.33 per month), August 31, 2012. Managerial Staff.

Dulin, Joseph B., Director, Risk Management, annualized rate of \$105,000 for 12 months (\$8,750.00 per month), August 24, 2012. Administrative Officer.

Gardner, Tony G., Architectural/Engineering Professional III, Engineering, annualized rate of \$90,000 for 12 months (\$7,500.00 per month), September 1, 2012. Professional Staff.

Linn, Gregory L., Information Technology Analyst II, Information Technology Merrick, annualized rate of \$80,000 for 12 months (\$6,666.67 per month), September 13, 2012. Managerial Staff.

McBride, Donald W., Information Technology Analyst II, Information Technology, annualized rate of \$80,000 for 12 months (\$6,666.67 per month), August 1, 2012. Managerial Staff.

Ralston, Ryan L., Information Technology Analyst II, Center for Educational and Community Renewal, annualized rate of \$77,000 for 12 months (\$6,416.67 per month), July 16, 2012. Managerial Staff.

Sourie, Eric R., Employee Relations/Learning and Development Advisor [Administrator II], annualized rate of \$61,000 for 12 months (\$5,083.33 per month), September 17, 2012. Administrative Staff.

Young, Emisha R., Program Specialist I, Early Child Education Institute, annualized rate of \$43,000 for 12 months (\$3,583.33 per month), 0.70 FTE, August 1, 2012. Managerial Staff.

Young, Peter D., Information Technology Analyst II, Center for Educational and Community Renewal, annualized rate of \$67,000 for 12 months (\$5,583.33 per month), August 13, 2012. Managerial Staff.



## CHANGES(S):

Allee-Foreman, Kasey L., title changed from Fine Arts Professional II to Fine Arts Professional III, Fine Arts Dean's Office, salary changed from annualized rate of \$46,000 for 12 months (\$3,833.33 per month) to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), June 1, 2012. Professional Staff. Job reclassification and salary increase.

Bates, Gary L., Information Technology Technician III, Arts and Sciences Dean, salary changed from annualized rate of \$69,770 for 12 months (\$5,814.17 per month) to annualized rate of \$73,260 for 12 months (\$6,105.00 per month), July 1, 2012. Managerial Staff. Equity adjustment.

Bergeron, Chadley D., Information Technology Analyst II, Information Technology, salary changed from annualized rate of \$56,563 for 12 months (\$4,713.57 per month) to annualized rate of \$65,000 for 12 months (\$5,416.67 per month), May 1, 2012. Managerial Staff. New position in department, same title, increased responsibilities.

Berglan, Stacy L., Financial Associate I, Alumni Affairs, salary changed from annualized rate of \$58,500 for 12 months (\$4,875.00 per month) to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), August 1, 2012. Managerial Staff. Additional duties.

Biggs, Aaron A., Information Technology Technician III, Arts and Sciences Dean, salary changed from annualized rate of \$77,410 for 12 months (6,450.84 per month) to annualized rate of \$80,508 for 12 months (\$6,709.00 per month), July 1, 2012. Managerial Staff. Equity adjustment.

Brooks, Brandon J., Development Associate I, Engineering Dean, salary changed from annualized rate of \$60,000 for 12 months (\$5,000.00 per month) to annualized rate of \$70,000 for 12 months (\$5,833.33 per month), July 1, 2012. Managerial Staff. Increased responsibilities.

Brown, Dennis L., Administrator II, Food Service Administration, salary changed from annualized rate of \$61,200 for 12 months (\$5,100.00 per month) to annualized rate of \$68,000 for 12 months (\$5,666.67 per month), July 1, 2012. Administrative Staff. Additional responsibilities.

Burgess, Suzanne, Administrator II, Office of Research Administration, salary changed from annualized rate of \$78,463 for 12 months (\$6,538.58 per month) to annualized rate of \$83,463 for 12 months (\$6,955.25 per month), October 1, 2012. Administrative Staff. Merit.

Cate, Jean L., Administrator III, Center for Educational and Community Renewal, salary changed from annualized rate of \$88,500 for 12 months (\$7,375.00 per month), 1.0 FTE to annualized rate of \$70,800 for 12 months (\$5,900.00 per month), 0.80 FTE. July 1, 2012. Administrative Staff. Voluntary change in FTE.

Chamberlain, Jim F., Scientist/Researcher III, Civil Engineering and Environmental Science, salary changed from annualized rate of \$50,000 for 12 months (\$4,166.67 per month) to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 1, 2012. Professional Staff. Increased job duties.

Damphousse, Kelly R., Associate Dean of Arts and Sciences, Associate Professor of Sociology, and President's Associates Presidential Professor, given additional title NCAA Faculty Athletics Representative, salary changed from annualized rate of \$137,585 for 12 months (\$11,465.42 per month) to annualized rate of \$152,585 for 12 months (\$12,715.42 per month). August 1, 2012. (Additional responsibilities)

Deaton, Andrea D., Associate Vice President, Office of Research Administration, salary changed from annualized rate of \$132,634 for 12 months (\$11,052.83 per month) to annualized rate of \$142,634 for 12 months (\$11,886.17 per month), October 1, 2012. Administrative Officer. Merit.

Devino, Nancy L., Program Administrator III, Center for Research Program Development, salary changed from annualized rate of \$85,000 for 12 months (\$7,083.33 per month) to annualized rate of \$89,000 for 12 months (\$7,416.67 per month), October 1, 2012. Managerial Staff. Increased responsibilities.

Dicksion, Denise E., Financial Associate II, Financial Services, salary changed from annualized rate of \$62,000 for 12 months (\$5,166.67 per month) to annualized rate of \$64,500 for 12 months (\$5,375.00 per month), September 1, 2012. Managerial Staff. Merit.

Duca-Snowden, Victoria, Program Administrator III, NASA Space Grant Consortium, salary changed from annualized rate of \$144,102 for 12 months (\$12,008.53 per month) to annualized rate of \$148,425 for 12 months (\$12,368.78 per month), October 1, 2012. Managerial Staff. Merit.

Farmer, Debra L., Financial Associate I, Center for Analysis and Prediction of Storms, salary changed from annualized rate of \$59,765 for 12 months (\$4,980.39 per month) to annualized rate of \$60,960 for 12 months (\$5,080.00 per month), July 1, 2012. Managerial Staff. Merit.

Forthman, Julie K., Director, Financial Services, salary changed from annualized rate of \$123,000 for 12 months (\$10,250.00 per month) to annualized rate of \$127,500 for 12 months (\$10,625.00 per month), July 1, 2012. Administrative Officer. Merit.

Foster, Deborah A., Administrator II, Alumni Affairs, salary changed from annualized rate of \$60,000 for 12 months (\$5,000.00 per month) to annualized rate of \$65,000 for 12 months (\$5,416.67 per month), August 1, 2012. Administrative Staff. Additional duties and merit.

Gay, Charlotte B., title changed from Marketing/Public Relations Specialist III to Director of Development Communications [Marketing/Public Relations Specialist III], Development Office, salary changed from annualized rate of \$67,109 for 12 months (\$5,592.42 per month) to annualized rate of \$92,109 for 12 months (\$7,675.75 per month), September 1, 2012. Managerial Staff. Increased responsibilities and reorganization.

Guthrie, Tanya D., Administrator II, Atmospheric & Geographic Sciences Dean, salary changed from annualized rate of \$74,158 for 12 months (\$6,179.83 per month) to annualized rate of \$83,450 for 12 months (\$6,954.17 per month), July 1, 2012. Administrative Staff. Compression.

Harrell, Suzanne, Administrator II, Arts and Sciences Dean, salary changed from annualized rate of \$58,483 for 12 months (\$4,873.58 per month) to annualized rate of \$62,000 for 12 months (\$5,166.67 per month), July 1, 2012. Administrative Staff. Equity adjustment.

Harris, Betty A, Technical Project Management Specialist III, College of Continuing Education E-Team, salary changed from annualized rate of \$60,280 for 12 months (\$5,023.30 per month) to annualized rate of \$62,691 for 12 months (\$5,224.23 per month), July 1, 2012. Managerial Staff. Contractual grant increase and retention.

Hart, Brian R., Information Technology Analyst II, Center for Spatial Analysis, salary changed from annualized rate of \$54,433 for 12 months (\$4,536.08 per month), 0.90 FTE to annualized rate of \$55,250 for 12 months (\$4,604.17 per month), 0.90 FTE, August 1, 2012. Managerial Staff. Merit.

Hart, Jacob D., Information Technology Analyst I, Center for Educational and Community Renewal, salary changed from annualized rate of \$60,000 for 12 months (\$5,000.00 per month) to annualized rate of \$65,000 for 12 months (\$5,416.67 per month), August 1, 2012. Managerial Staff. Additional duties and responsibilities.

Hays, Renata B., Administrator II, Athletic Department, salary changed from annualized rate of \$53,040 for 12 months (\$4,420.00 per month) to annualized rate of \$70,000 for 12 months (\$5,833.33 per month), July 1, 2012. Administrative Staff. Increased duties and scope of responsibility.

Hempe, Mary A., Assistant Dean, Academic Affairs III, Atmospheric and Geographic Sciences Dean, salary changed from annualized rate of \$61,084 for 12 months (\$5,090.33 per month) to annualized rate of \$65,054 for 12 months (\$5,421.17 per month), July 1, 2012. Administrative Staff. Merit and equity.

Henry, Frank M., Administrator II, Food Service Administration, salary changed from annualized rate of \$83,293 for 12 months (\$6,941.10 per month) to annualized rate of \$100,000 for 12 months (\$8,333.33 per month), June 15, 2012. Administrative Staff. Interim Food Services Director.

Hines, Kathryn E., Technical Project Management Specialist II, Center for Spatial Analysis, salary changed from annualized rate of \$60,183 for 12 months (\$5,015.25 per month) to annualized rate of \$62,590 for 12 months (\$5,215.83 per month), August 1, 2012. Managerial Staff. Merit.

Hughes, Mary, Development Associate III, Engineering Dean, salary changed from annualized rate of \$117,300 for 12 months (\$9,775.00 per month) to annualized rate of \$125,000 for 12 months (\$10,416.67 per month), July 1, 2012. Managerial Staff. Retention.

Jones, Mark E., Administrator III, Budget Office, salary changed from annualized rate of \$120,000 for 12 months (\$9,999.98 per month) to annualized rate of \$129,600 for 12 months (\$10,800.00 per month), September 1, 2012. Administrative Staff. Merit.

Kelley, Redmond C., Technical Project Management Specialist III, Atmosphere Radar Research Center, salary changed from annualized rate of \$75,970 for 12 months (\$6,330.83 per month) to annualized rate of \$81,048 for 12 months (\$6,753.97 per month), July 1, 2012. Managerial Staff. Merit and retention.

Kennedy, Christopher C., Information Technology Analyst II, Prospective Student Services, salary changed from annualized rate of \$66,300 for 12 months (\$5,525.00 per month) to annualized rate of \$80,000 for 12 months (\$6,666.67 per month), September 1, 2012. Managerial Staff. New and increased responsibilities.

Ketner, Pamela K., title changed from Information Technology Specialist II, Information Technology to Administrator III, Housing and Food Services, salary changed from annualized rate of \$75,460 for 12 months (\$6,288.33 per month) to annualized rate of \$85,000 for 12 months (\$7,083.33 per month), September 1, 2012. Administrative Staff. Accept other job on campus.

Keys, Kyle G., Information Technology Analyst III, Research Computing Services, salary changed from annualized rate of \$68,340 for 12 months (\$5,695.00 per month) to annualized rate of \$70,000 for 12 months (\$5,833.33 per month), July 1, 2012. Managerial Staff. Equity.

Kinnard, Robin D., Technical Project Management Specialist III, Southwest Prevention Center, salary changed from annualized rate of \$65,000 for 12 months (\$5,333.33 per month) to annualized rate of \$65,920 for 12 months (\$5,493.33 per month), July 1, 2012. Managerial Staff. Contractual grant increase.

Lam, Sai-Siu, Information Technology Specialist II, Center for Economic and Management Research, salary changed from annualized rate of \$60,660 for 12 months (\$5,055.00 per month) to annualized rate of \$62,480 for 12 months (\$5,206.65 per month), September 1, 2012. Managerial Staff. Merit.

Leach, Kevin, R., title changed from Interim Director [Program Specialist III] to Fire Marshal [Program Specialist III], Risk Management, salary changed from annualized rate of \$104,930 for 12 months (\$8,744.17 per month) to annualized rate of \$80,000 for 12 months (\$6,666.66 per month), September 20, 2012. Managerial Staff. New director hired.

McCoy, Bethany D., Information Technology Specialist II, Arts and Sciences Dean, salary changed from annualized rate of \$64,787 for 12 months (\$5,398.92 per month) to annualized rate of \$68,026 for 12 months (\$5,668.83 per month), July 1, 2012. Managerial Staff. Equity adjustment.

Mathes, Amanda C., title changed from Admissions/Recruitment Specialist II, Prospective Student Services, Tulsa to Director of Prospective Student Services, Norman Campus [Administrator II], salary changed from annualized rate of \$49,223 for 12 months (\$4,101.88 per month) to annualized rate of \$70,000 for 12 months (\$5,833.33 per month), August 20, 2012. Administrative Staff. Accept other job on campus, promotion.

Madden, Darla L., Financial Associate II, Arts and Sciences Dean, salary changed from annualized rate of \$75,600 for 12 months (\$6,300.00 per month) to annualized rate of \$79,380 for 12 months (\$6,615.00 per month), July 1, 2012. Managerial Staff. Equity adjustment.

Meier, John B., Technical Project Management Specialist III, Atmosphere Radar Research Center, salary changed from annualized rate of \$74,970 for 12 months (\$6,247.50 per month) to annualized rate of \$80,218 for 12 months (\$6,684.83 per month), July 1, 2012. Managerial Staff. Merit and retention.

Needham, Jennifer, Director (Administrative Officer), department changed from University Collections Department to Student Conduct Office, salary changed from annualized rate of \$97,920 for 12 months (\$8,160.00 per month) to annualized rate of \$108,000 for 12 months (\$9,000.00 per month), August 1, 2012. Administrative Officer. Accept other job on campus.

Norris, Deborah J., Scientist/Researcher IV, Early Childhood Education Institute, salary changed from annualized rate of \$132,000 for 12 months (\$11,000 per month), 1.0 FTE to \$81,600 for 12 months (\$6,800.00 per month), 0.60 FTE, September 5, 2012. Professional Staff. Voluntary change in FTE.

Oakley, Michael T., Information Technology Analyst II, Information Technology, salary changed from annualized rate of \$59,000 for 12 months (\$4,916.67 per month) to annualized rate of \$64,000 for 12 months (\$5,333.33 per month), September 1, 2012. Managerial Staff. Additional duties.

Ockershauser, Kurt F. title changed from Associate Chief Legal Counsel to Senior Associate General Counsel, salary remains at annualized rate of \$157,534 for 12 months (\$13,127.83 per month), July 1, 2012. Administrative Officer. Change in responsibilities.

Osis, Alise A., Health Care Professional I, Goddard, salary changed from annualized rate of \$51,000 for 12 months (\$4,250.00 per month), .60 FTE to annualized rate of \$60,350 for 12 months (\$5,029.17 per month), .71 FTE, August 13, 2012. Professional Staff. Voluntary change in FTE.

Pinkston, Terri B., Controller, Financial Services, salary changed from annualized rate of \$149,760 for 12 months (\$12,480 per month) to annualized rate of \$156,000 for 12 months (\$13,000.00 per month), July 1, 2012. Administrative Officer. Merit.

Reinke, Tracy L., Financial Associate I, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$76,900 for 12 months (\$6,408.33 per month) to annualized rate of \$78,438 for 12 months (\$6,536.50 per month), July 1, 2012. Managerial Staff. Merit.

Rudy, Deborah D., title changed from Communications Specialist [Marketing/Public Relations Specialist II] to Assistant Director of Development Communications [Marketing/Public Relations Specialist II], Development Office, salary changed from annualized rate of \$47,174 for 12 months (\$3,931.17 per month) to annualized rate of \$62,174 for 12 months (\$5,181.17 per month), September 1, 2012. Managerial Staff. Increased responsibilities and reorganization.

Skrdla, Emil David, Information Technology Analyst III, Information Technology, salary changed from annualized rate of \$76,500 for 12 months (\$6,375.00 per month) to annualized rate of \$80,000 for 12 months (\$6,666.67 per month), September 2012. Managerial Staff. Equity.

Smith, Gregory S., title changed from Construction Craftsperson IV to Technical Project Management Specialist II, Athletic Department, salary changed from annualized rate of \$54,101 for 12 months (\$4,508.40 per month) to annualized rate of \$69,500 for 12 months (\$5,791.67 per month), July 1, 2012. Managerial Staff. Job reclassification.

Stanford, Allison P., Information Technology Specialist II, Prospective Student Services, salary changed from annualized rate of \$66,300 for 12 months (\$5,525.00 per month) to annualized rate of \$71,300 for 12 months (\$5,941.67 per month), July 1, 2012. Managerial Staff. Additional responsibilities.

Strech, Geneva J., Program Administrator II, College of Continuing Education E-Team, salary changed from annualized rate of \$59,972 for 12 months (\$4,997.69 per month) to annualized rate of \$62,371 for 12 months (\$5,197.60 per month), July 1, 2012. Managerial Staff. Contractual grant increase and retention.

Strout, Susan S., Financial Associate II, Financial Services, salary changed from annualized rate of \$79,825 for 12 months (\$6,652.08 per month) to annualized rate of \$83,000 for 12 months (\$6,916.67 per month), July 1, 2012. Managerial Staff. Merit.

Sullins, Elizabeth P., Program Specialist II, Early Childhood Education Institute, salary changed from annualized rate of \$58,000 for 12 months (\$4,833.33 per month) to annualized rate of \$60,000 for 12 months (\$5,000.00 per month), July 1, 2012. Managerial Staff. Merit.

Surber, Carol Bridges, Technical Project Management Specialist III, College of Continuing Education E-Team, salary changed from annualized rate of \$58,565 for 12 months (\$4,880.45 per month) to annualized rate of \$60,908 for 12 months (\$5,075.67 per month), July 1, 2012. Managerial Staff. Contractual grant increase and retention.

Tempelmeyer, Reginald E., title changed from Information Technology Specialist III to Information Technology Analyst II, Information Technology, salary remains at annualized rate of \$63,339 for 12 months (\$5,278.29 per month), September 1, 2012. Managerial Staff. Reclassification.

Tougas, Amy L., Managerial Associate I, Research Administration Vice President's Office, salary changed from annualized rate of \$59,000 for 12 months (\$4,916.67 per month) to annualized rate of \$63,000 for 12 months (\$5,250.00 per month), October 1, 2012. Managerial Staff. Merit.

Trautman, Lucille A., Program Administrator II, College of Continuing Education E-Team, salary changed from annualized rate of \$58,590 for 12 months (\$4,882.49 per month) to annualized rate of \$60,933 for 12 months (\$5,077.79 per month), July 1, 2012. Managerial Staff. Contractual grant increase and retention.

Tucker, Rachel, title changed from Financial Associate I to Administrator II, Research Administration Vice President's Office, salary changed from annualized rate of \$58,000 for 12 months (\$4,833.33 per month) to annualized rate of \$67,000 for 12 months (\$5,583.33 per month), October 1, 2012. Administrative Staff. Merit.

Vetter, John E, Technical Project Management Specialist III, College of Continuing Education E-Team, salary changed from annualized rate of \$58,565 for 12 months (\$4,880.45 per month) to annualized rate of \$60,908 for 12 months (\$5,075.67 per month), July 1, 2012. Managerial Staff. Contractual grant increase and retention.

Wahnee, Robbie L., title changed from Administrator III, Human Resources to Administrator III, Housing and Food Administration, salary remains at annualized rate of \$86,087 for 12 months (\$7,173.95 per month), September 1, 2012, Administrative Staff. Accept other job on campus.

Weiss, Kay, Managerial Associate II, Mu Alpha Theta, salary changed from annualized rate of \$64,352 for 12 months (\$5,362.70 per month) to annualized rate of \$66,926 for 12 months (\$5,577.20 per month), July 1, 2012. Managerial Staff. Increased duties and merit.

Wilson, Joshua S., Information Technology Analyst II, Information Technology Merrick, salary changed from annualized rate of \$70,000 for 12 months (\$5,833.33 per month) to annualized rate of \$80,000 for 12 months (\$6,666.67 per month), October 1, 2012. Managerial Staff. Additional responsibilities.

#### NEPOTISM WAIVER(S):

Wright, Katlyn, Food Service Worker II, Couch Cafeteria, annualized rate of \$20,800 for 12 months (\$1,733.33 per month, \$10 per hour), August 11, 2012. Katlyn Wright is the daughter of Brandie Wright, Staff Assistant III, Student Affairs Housing, Accounting. A Nepotism Waiver Management form has been completed. Katlyn will be supervised by Sharrie Sanders and Sam Ford. All payroll and Human Resources related items will be initiated by Karen Buntin.

#### RESIGNATION(S)/TERMINATION(S):

Bender, Charles D., Information Technology Specialist III, Information Technology, September 15, 2012. Resignation.

Goodspeed David E., Information Technology Specialist III, Information Technology, September 13, 2012. Resignation – other position.

Hayes, Rosemary Q., Program Administrator III, C-Idea, July 28, 2012. Resignation-Other Position.

Hill, Scott D., Information Technology Analyst III, Information Technology, August 13, 2012. Resignation.

Poarch, David A., Temporary Employee (Retiree), Law Center Development, September 21, 2012. End temporary employment.

Sterk, Lynann M., Development Associate II, Michael F. Price College of Business, Office of the Dean, August 25, 2012. Resignation.

Weaver, Charles, Director, Student Affairs Food Services Administration, June 13, 2012. Resignation.

#### RETIREMENT(S):

Benfield, Shirleta R., Administrator II, Food Service Administration, September 15, 2012.

Burton, Paul, Administrator III, Student Affairs Housing Accounting, October 1, 2012.

Cagley, Karen L., Administrator III, Financial Support, September, 2012.

Gass, Brenda J., Administrator II, Alumni Affairs, August 1, 2012.

Miller, Gary H., Development Associate III, Development Office, June 15, 2012.

Mulder, Nancy G., Financial Associate I, Student Affairs, July 1, 2012.

Williams, Norris G., Administrator III, Student Affairs Sponsored Scholarships, June 16, 2012.

President Boren recommended the Board of Regents approve the administrative and professional personnel actions shown above.

Regent Humphreys moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **MEETING DATES FOR 2013**

January 24-25, 2013	Thursday & Friday
March 27-28, 2013	Wednesday & Thursday
May 9-10, 2013	Thursday & Friday
June 24-26, 2013	Monday, Tuesday & Wednesday
September 18-19, 2013	Wednesday & Thursday
October 23-24, 2013	Wednesday & Thursday
December 5-6, 2013	Thursday & Friday

Action to approve the dates for Board of Regents' regular meetings during 2013 was proposed.

Regent Bennett moved approval of the dates. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

### **MINUTES**

Regent Stuart moved approval of the minutes of the regular meeting held June 23, 2012 as printed and distributed prior to the meeting. The following voted yes on the motion: Regents Dunning, Clark, Stuart, Weitzenhoffer, Bennett and Humphreys. The Chair declared the motion unanimously approved.

The meeting was adjourned for the day at 4:02 p.m.

The meeting reconvened in the same location on September 20, 2012 at 10:18 a.m. with the following Regents present: Leslie J. Rainbolt-Forbes, Chairman of the Board, presiding; Regents Richard R. Dunning, Tom Clark, Jon R. Stuart and A. Max Weitzenhoffer.

## **ROGERS STATE UNIVERSITY**

### **REPORT OF THE PRESIDENT OF THE UNIVERSITY**

President Rice was pleased to point to a positive enrollment on the handout he gave the Board. A chart included in the handout gives a snapshot of the student body, showing 212 of 800-plus freshmen are first-time, full-time, bachelors-degree seeking freshmen. The other 620 are part-time or transfer or associate-degree seeking students. Other snapshot charts show overall

enrollment by gender and by full-time, part-time, ethnicity, and retention. The President looks forward to introducing the Board to RSU's new Vice President for Development, Maynard Phillips, at the October meeting. He was pleased to point out that RSU is listed by *US News & World Report* as having some of the lowest student debt for the regional college graduates in their category of about 72 such colleges that offer bachelors but not graduate degrees. RSU Television continues to win awards and, through the work of RSU First Lady Peggy Rice, Hilary Clark and Dee Dee Stuart, RSU TV is bringing in renowned chef Lidia Bastianich for a fundraiser that will include a luncheon at Hillcrest Country Club in Bartlesville and a patron reception at Southern Hills Country Club in Tulsa. Those events are scheduled for November 1. The Hillcat baseball team went to the finals of the DII College World Series, coming up just short but the achievement of being the runner-up during the first year of the University's transition from NAIA to NCAA Division II is great. Finally, the President noted that his handout included some photos of construction at the new Pryor campus.

## CONTRACTS AND GRANTS – RSU

In accordance with Regents' policy, a list of awards and/or modifications in excess of \$125,000 or that establish or make policy for the University, or that otherwise involve a substantial or significant service to be performed by the University are shown below.

### Educational Opportunity Center:

Grantor:	U.S. Department of Education	
Award Period:	09/01/12-08/31/2013	\$ 592,789
Performance Period:	09/01/11-08/31/16	\$2,963,945
Remainder:	End of Performance Period	\$ 592,789

Program Purpose: The Educational Opportunity Centers (EOC) program provides counseling and information on university admissions to qualified adults who want to enter or continue a program of postsecondary education. An important objective of EOC is to counsel participants on financial aid options and to assist in the application process. The goal of EOC is to increase the number of adult participants who enroll in postsecondary education institutions.

### Services Provided for by the Program:

- Academic advice
- Personal counseling
- Career workshops
- Information on postsecondary educational opportunities
- Information on student financial assistance
- Assistance in completing applications for university admissions, testing and financial aid
- Coordination with nearby postsecondary institutions
- Media activities designed to involve and acquaint the community with higher education opportunities
- Tutoring/Mentoring



Talent Search [RSU-TS]

Grantor:	U.S. Department of Education	
Award Period:	09/01/12-08/31/13	\$ 298,564
Performance Period:	09/01/11-08/31/16	\$1,492,820
Remainder Period:	End of Performance	\$ 298,564

Program Purpose: The Talent Search program identifies and assists individuals from disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to and complete their postsecondary education. The program publicizes the availability of financial aid and assist participant with the postsecondary application process. Talent Search also encourages persons who have not completed education programs at the secondary or postsecondary level to enter or reenter and complete postsecondary education. The goal of Talent Search is to increase the number of youth from disadvantaged backgrounds who complete high school and enroll in and complete their postsecondary education.

President Rice recommended the Board of Regents ratify the awards submitted with this agenda item.

<u>Award Title</u>	<u>Grantor</u>	<u>Award Period</u>	<u>Award Amount</u>
Education Opportunity Center	U.S. Dept. of Education	09/01/12-08/31/2013	\$592,789.00
Talent Search	U.S. Dept. of Education	09/01/12-08/31/2013	\$298,564.00

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

### **APPROVAL OF NAMING RECOGNITION FOR THE DIAMOND SPORTS COMPLEX – RSU**

I. In appreciation for a \$15,000 gift by Mr. Arnold Brown, President Rice requests the Board of Regents approve the naming of the courtyard, located between the baseball and softball fields at the Diamond Sports Complex, after the Brown family. Mr. Brown has requested that the courtyard honor Carter Brown Bledsoe. Carter is a college baseball player and the grandson of Mr. Brown. Arnold Brown is the CEO, president, and founding partner of Tulsa-based KWB Oil Property Management, Inc. The courtyard features picnic tables, benches, landscaping, and sidewalks that lead patrons from the main gate/ticket booth to the seating area for the baseball and softball fields.

II. In appreciation for a \$15,000 gift by Mr. Steven Smallwood, President Rice requests the Board of Regents approve the naming of the interior concourse, located between the baseball and softball fields at the Diamond Sports Complex, after the Smallwood family. Mr. Smallwood is the president and founder of Tulsa-based Silvertree Technology. The interior concourse of the Diamond Sports Complex features public restrooms, concessions, drinking fountains, dressing rooms for officials, and stairs/elevators for access to the press box and donors' suite on the second floor. The interior concourse is accessible through two breezeways on the east and west side of the complex.

III. In appreciation for a \$10,000 gift by Don and Chris Hoose, President Rice requests the Board of Regents approve the naming of the softball press box at the Diamond Sports Complex, after the Hoose Family. The softball press box features home and visitor broadcast booths, seating for media, high speed Internet, and a state-of-the-art sound system.

President Rice requests an exception to the Board of Regents' Policy, Sections 7.3.2 and 7.3.3, relating to naming of buildings, classrooms, labs, common areas, gardens, landscaped areas, or landmarks and recommended the Board of Regents approve the following naming opportunities for the Diamond Sports Complex, home to the RSU baseball and softball teams:

- I. Naming of the central courtyard at the Diamond Sports Complex, the Brown Family Courtyard, in Honor of Carter Brown Bledsoe;
- II. Naming of the interior concourse at the Diamond Sports Complex, the Smallwood Family Concourse; and
- III. Naming of the softball press box at the Diamond Sports Complex, the Hoose Family Softball Press Box.

Regent Dunning moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

### **INCENTIVE STIPEND – RSU**

Rogers State University is entering its eighth year of intercollegiate athletics this fall. In this time period, the University has implemented ten new athletic programs, claimed four conference championships, and participated in nine national tournament events. The proposed stipend program is designed to reward head coaches and full-time assistant coaches for team success and for the extra work, time and duties associated with postseason participation.

The proposed Incentive Stipends for Rogers State University Coaches schedule is listed for the Board of Regents' consideration.

### **INCENTIVE STIPENDS FOR RSU COACHES**

Purpose:	To offer RSU coaches incentives for team athletic achievements	
Principle:	A one-time stipend paid for established achievements Applicable for all 10 RSU sports programs Applied for team success, extended season, and extra duty	
Eligibility:	Head Coaches in all sports Full-time salaried assistant coaches Administrators, athletic trainers, graduate assistants, student assistants, and part-time assistant coaches are NOT eligible to participate	
Limitations:	Coaches are limited to one incentive stipend per season and will receive the highest stipend for which their teams qualified.	
National Championship:	\$10,000 \$2,500	Head Coaches Assistant Coaches
National Runner-Up:	\$8,000 \$2,000	Head Coaches Assistant Coaches

National Semifinalist:	\$6,000	Head Coaches
	\$1,500	Assistant Coaches
National Quarterfinalist:	\$4,000	Head Coaches
	\$1,000	Assistant Coaches
Conference Championship: (regular season or tournament)	\$2,000	Head Coaches
	\$500	Assistant Coaches
National Tournament Qualifier:	\$1,000	Head Coaches
	\$250	Assistant Coaches

President Rice recommended the Board of Regents approve the incentive stipend program for Rogers State University coaches.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

### **SOCCER AND CROSS COUNTRY CONSTRUCTION – RSU**

At the September 2011 meeting, the Board of Regents approved a guaranteed maximum price of \$1,852,292 for the construction of the Soccer and Cross Country Facility Project. During the course of the project, the University identified items that were not included in the scope of the original contract. Increasing the contract price will address change orders requested by the University physical plant director during the course of construction.

The majority of the additional work requested was for associated work to install a hydrotherapy tub, millwork upgrade, concrete and additional fencing.

The final construction cost for project will be \$1,888,678.39. The University has funds from the athletic facility fee and section 13 offset funds to pay for the additional \$36,386.39.

President Rice recommended the Board of Regents increase the contract to Key Construction Oklahoma, LLC in the amount of \$36,386.39.

Regent Clark moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

### **ACADEMIC PERSONNEL ACTION(S) – RSU**

#### **LEAVE(S) OF ABSENCE:**

#### Sabbatical Leaves of Absence

Gentry, Jeffery, Ph.D., Department Head and Professor of Communications, sabbatical leave of absence with full pay, January 1, 2013 through May 31, 2013. Sabbatical Leave is requested. Will serve as visiting scholar at University of Canterbury in Christchurch, New Zealand while continuing research on rhetoric at New Zealand's House of Representatives. Will assist/host/produce broadcasts and public forums on issues of interest, including candidate debates, issue debates, student debates and public affairs.

Taylor, Quentin, Professor, Department of History & Political Science, sabbatical leave of absence with full pay, January 7, 2013 through May 10, 2013. Sabbatical Leave is requested. Will produce a series of scholarly articles on political theory for publication while organizing previously published articles into a book-length collection suitable for publication.

#### NEW APPOINTMENT(S):

Atkins, Charles, Instructor of Business, annualized salary \$50,000 for 10 months (\$5,000 per month), temporary appointment, August 1, 2012.

Clay-Buck, Holly, Developmental Instructor, annualized salary \$30,000 for 10 months (\$3,000 per month), non-tenure-track appointment, August 1, 2012.

Gorden, Paula, Instructor of Business, annualized salary \$50,000 for 10 months (\$5,000 per month), temporary appointment, August 1, 2012.

Lee, Eric, Ph.D., Assistant Professor of Biology, annualized salary \$43,000, for 10 months (\$4,300 per month), tenure-track appointment, August 1, 2012.

Lowry, Leslie, M.Ed., Nursing, Instructor of Nursing, annualized salary \$50,000 for 10 months (\$5,000 per month), temporary appointment, August 1, 2012.

Mix, Mona, M.S., Nursing, Instructor of Nursing, annualized salary \$50,000 for 10 months (\$5,000 per month), temporary appointment, August 1, 2012.

Muldrow, Dorothy, Instructor of English, annualized salary \$15,000 for 5 months (\$3,000 per month) temporary appointment, August 1, 2012.

Shelton, Emilie, M.S., Instructor of Biology, annualized salary \$30,000 for 10 months (\$3,000 per month), temporary appointment, August 1, 2012.

Sparling, R. Curtis, Instructor of Applied Technology, annualized rate of salary \$50,000, for 10 months (\$5,000 per month) temporary appointment, August 1, 2012.

Varmecky, David, Assistant Professor of Fine Arts, annualized salary \$42,000 for 10 months (\$4,200 per month), temporary appointment, August 15, 2012.

Watters, Brian, Instructor of Criminal Justice and COP Director/ Advisor, annualized salary \$42,000 for 10 months (\$4,200 per month), temporary appointment, August 1, 2012.

#### REAPPOINTMENT(S):

Gentry, Jeffery, Ph.D., Department Head and Professor, continuation as Greg Kunz Endowed Chair of Communications, annualized salary changed from annualized rate of \$71,729 for 12 months (\$5977.42 per month) to annualized rate of \$81,969 for 12 months (\$6,830.75 per month), July 1, 2012, through June 30, 2013.

#### CHANGES(S):

Carment, Thomas, Ph.D., Professor and O.D. Mayor Endowed Chair. Relinquishing Endowed Chair, August 1, 2012.

#### RESIGNATION(S)/TERMINATION(S):

Lynch, Carla, M.S., Assistant Professor of Nursing, May 31, 2012. Resignation

Wise, Beverly, M.S., Instructor of Nursing, June 28, 2012. Resignation

President Rice recommended the Board of Regents approve the academic personnel actions shown above.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

**ANNUAL INVESTMENT  
EMPLOYEE INSURANCE BENEFITS  
QUARTERLY FINANCIAL ANALYSIS  
QUARTERLY REPORT OF PURCHASES**

The listed items were identified, by the administration, in each agenda item as "For Information Only." Although no action was required, the opportunity to discuss or consider any of them individually was provided.

**ANNUAL INVESTMENT – RSU**

The annual report of investment activity for Rogers State University is hereby submitted. Rogers State University invests its temporary idle cash in accordance with Section 4.1 of the Regent's Policy Manual for CU/RSU. Rogers State University invests all available operating funds with the Oklahoma State Treasurer's Cash Management Program (CMP) and for funds held by Bank of Oklahoma. The Business Office monitors the cash needs to maximize the amount of funds invested.

During fiscal year ended June 30, 2012, on an average invested balance of \$8,669,815 for all funds invested, Rogers State University earned a total of \$210,730 in interest on investments. The earned interest rates ranged from 2.32% to 2.58%. The annual average rate of return was calculated at a rate of 2.43% for investments with the Oklahoma State Treasurer's Office.

This item was reported for information only. No action was required.

**EMPLOYEE INSURANCE BENEFITS – RSU**

The Oklahoma Higher Education Employee Insurance (OKHEEI) Group first negotiated health, vision and dental insurance, and COBRA administration and retiree premium billing, collection and remittance services for calendar year 2010. The OKHEEI Group currently have fourteen participating colleges and universities.

In January 2011, the Board of Regents delegated to the President, or his designee, the authority to approve annually, on behalf of the Board, the University's participation in future policies and service plans negotiated and offered by the OKHEEI Group. The delegation of authority was requested in order to comply with Article III of the OKHEEI Interlocal Agreement, which requires annual approval by the Board of Regents of Rogers State University's participation in any policy or service plan offered by the OKHEEI Group. The delegation of authority was done so with the stipulation that details of all health related policies in which Rogers State University participates be presented annually to the Board of Regents as an informational item.

The following companies are currently providing insurance and have been renewed for calendar year 2013: Blue Cross Blue Shield of Oklahoma, medical; Blue Cross Blue Shield of Oklahoma, dental insurance; Vision Services Plan, Inc. (VSP), vision insurance; HealthSmart, COBRA administration and retiree premium billing, collection and remittance services; and UnitedHealthCare, health insurance and Medicare prescription drug plans to the university's Medicare eligible retirees.

Blue Cross Blue Shield medical insurance for active employees will increase 4.4%. The annual cost per employee for medical insurance is \$5,922. Rogers State University's fiscal year 2012 expense for providing employee health insurance was \$1,062,000. Dental insurance, an optional insurance paid entirely by the employee, will increase 4.3%. The annual cost per employee for dental insurance is \$474.00. There is no rate change for COBRA administration and retiree premium billing, collection and remittance services. The University paid approximately \$2,218 in fiscal year 2012 for these services. Rogers State University's fiscal year 2012 expense for providing Medicare eligible retired employees health insurance was \$40,502.

While Rogers State University has no financial obligation for Medicare eligible retired employees' health insurance, retirees have the option of obtaining their medical insurance through the OKHEEI Group. Retirees selecting medical insurance with Medicare Part D/High Option will pay \$338.03 a month, a 5.3% increase. Retirees selecting medical insurance with Medicare Part D/Low Option will pay \$277.16 a month, a 4.0% increase. Retirees selecting medical insurance without Medicare Part D will pay \$215.43 a month, a 3.0% increase.

Calendar 2013 rates for vision insurance will remain at the same rate as calendar 2012. The annual cost per employee for vision insurance is \$76.32.

Charts listing the rates for 2012 and 2013 are attached hereto as Exhibit K.

This item was reported for information only. No action was required.

## **QUARTERLY FINANCIAL ANALYSIS – RSU**

Being reported this month is the Quarterly Financial Analysis for the quarter ended June 30, 2012. The following comments are submitted for your consideration, with detailed tables attached hereto as Exhibit L.

### **ALL FUNDS: ROGERS STATE UNIVERSITY**

#### **SCHEDULE 1: STATEMENT OF REVENUES AND EXPENDITURES – EDUCATION AND GENERAL PART I – UNRESTRICTED**

1. Revenues – Revenues of \$31.3 million representing 103.3% of the budget are reported. For the same period last fiscal year, there were revenues of \$31.0 million representing 105.1% of the budget.
2. Expenditures – Expenditures of \$30.1 million representing 88.6% of the budget are reported. For the same period last fiscal year, there were expenditures of \$28.8 million representing 88.4% of the budget.

#### **SCHEDULE 2: STATEMENT OF REVENUES AND EXPENDITURES – EDUCATION AND GENERAL PART II – RESTRICTED**

1. Revenues – Revenues of \$2.5 million representing 76.2% of the budget are reported. For the same period last fiscal year, there were revenues of \$3.3 million representing 84.0% of the budget.

2. Expenditures – Expenditures of \$2.6 million representing 61.2% of the budget are reported. For the same period last fiscal year, there were expenditures of \$3.8 million representing 74.7% of the budget.

#### SCHEDULE 3: STATEMENT OF REVENUE AND EXPENDITURES – AUXILIARY ENTERPRISES

1. Revenues – Revenues of \$22.7 million representing 84.2% of the budget are reported. For the same period last fiscal year, there were revenues of \$26.2 million representing 86.2% of the budget.
2. Expenditures – Expenditures of \$20.4 million representing 75.7% of the budget are reported. For the same period last fiscal year, there were expenditures of \$23.8 million representing 85.8% of the budget.

#### SCHEDULE 4: SCHEDULE OF CASH BALANCES AND DISCRETIONARY RESERVES

Discretionary reserves consist of a portion of the university's resources that are held as reserves or currently budgeted for expenditure. As such, resources of this nature are available to fund future capital projects, operating needs and/or unforeseen contingencies for any lawful purpose of the university.

##### EDUCATION AND GENERAL PART I

The Education and General Part I cash balance was \$7,551,512 on June 30, 2011. The cash balance was \$7,670,329 on June 30, 2012.

##### EDUCATION AND GENERAL PART II

The Education and General Part II cash balance was \$984,058 on June 30, 2011. The cash balance was \$812,804 on June 30, 2012.

##### PLANT FUNDS

The plant funds had a cash balance of \$1,281,102 on June 30, 2011. The cash balance was \$721,384 on June 30, 2012.

##### AUXILIARY ENTERPRISES

The Auxiliary Enterprise cash balance was \$6,192,162 on June 30, 2011. The cash balance was \$8,490,129 on June 30, 2012.

This item was reported for information only. No action was required.

#### QUARTERLY REPORT OF PURCHASES – RSU

The Board of Regents policy governing the buying and selling of goods and services states that:

- I. Purchases and/or acquisition of goods and services over \$250,000 must be submitted to the Board for prior approval;
- II. Purchase obligations between \$50,000 and \$250,000 must be reported quarterly to the Board as an information item. Sole source procurements in this category must also be reported and identified as such.

QUARTERLY REPORT OF PURCHASES  
April 1 – June 30, 2012

PURCHASE OBLIGATIONS FROM \$50,000 TO \$125,000

<u>Item</u>	<u>Description</u>	<u>Campus-Department</u>	<u>Vendor</u>	<u>Award Amount</u>	<u>Explanation/Justification</u>
1	Building Construction	Athletics (Baseball)	Architectural Glass & Metals	67,488	Window Installation Project
2	Faculty Service Agreement	Academic Administration	Cameron University	80,000	Collaborative Education Program
3	Dining Service	Residential Housing	Sodexo, Inc.	100,000	Food Services

SOLE SOURCE PROCUREMENTS FROM \$50,000 TO \$125,000

Competition Not Applicable

None to Report

This item was reported for information only. No action was required.

## **CAMERON UNIVERSITY**

### **REPORT OF THE CHAIRMAN OF THE BOARD**

Chairman Rainbolt-Forbes again thanked President Ross for hosting the meeting on the Cameron campus, saying that the Regents have had a great time, perfect weather, good food, an amazing unveiling and cupcakes with apps on the top. It's very impressive!

### **REPORT OF THE PRESIDENT OF THE UNIVERSITY**

President Ross thanked the Chairman for her remarks and said that it is a privilege to have the Regent on campus. Speaking of the dedication, she said that she is often asked who comes up with the creative ideas for campus events and she acknowledged two staff members who take the lead on creative activities: Jonna Brown, Director of Conferencing, and Jamie Glover, Associate Vice President for Enrollment Management. The second-most frequently asked question regards the quality and the display of food; that is a joint project between Jonna Brown and Daniel Ghrrayeb, the Sodexo manager on campus. The President said that the beginning of the school year is a time when the University particularly focuses on a lot of student activities. The Regents received a copy of the disc golf handout showing the par 54 18 holes on campus. The remake and update of the fitness center was finalized with a new name, new look and new logo, opening as the Aggie Rec Center. The



sand volleyball court was moved between the two Shepler Towers, where it will receive more use, the number of intramural sports offered has been doubled and there is now a spin room for the increasingly popular spin classes. One hundred to 160 more students choose the Rec Center every day. The President recognized Vice President for Student Services Jennifer Holland for her leadership and all of the Student Services staff for these new student activities. Dr. Ross stated that the quality of education is of course the most important offering of the University. While enrollment is down a little bit this year, it is still 14% over just four years ago, and one of the distinguishing marks of Cameron is small class size. Sixty percent of fall classes have 20 or fewer students and 97% have 40 or fewer. For the third consecutive year Cameron has been selected by *GI Jobs* magazine as a military friendly school. That places the University in the top 15% of 12,000 college, universities and trade schools nationally in terms of the services provided to veterans. The President then shared a video called "I am an Aggie" that was shown at Gold Rush, an event to orient incoming freshmen students to college. Dr. Ross took advantage of the Regents being on campus and introduced two of the students from the video and asked them to speak to the Board. Colton Kennedy is President of the Student Government Association this year. Colton spoke of the important role Cameron has played in his family, with his parents meeting at the University, and his father, brother and sister all receiving bachelor degrees from CU. He stated that the University has pushed him to expand his horizons and develop into a more well-rounded individual. He can point to specific professors who guided him along the way to success, molding his confidence and placing him in positions to grow. He thanked the Regents for their time and service to the University. Maddie Geiger was featured in the Gold Rush video as a freshman with two days of college under her belt. She spoke to the Board about how Cameron also runs in her family, with her grandparents, parents, a sister and three brothers all attending Cameron. She stated that her favorite thing about CU is the people. They've made her feel comfortable and at home as she left her home for the first time. She feels as though the people care about her future and her success. Maddie also said that she knows she's getting a quality education, she's being pushed not just to memorize but also to understand, and knows she's learning for the rest of her life.

### **CAMERON UNIVERSITY PLAN 2018: VALUES DRIVEN, ACTION ORIENTED – CU**

Over the past decade, Cameron University has transformed its planning practices and processes. Strategic planning, once regarded a campus weakness, is now a campus strength as noted in the Higher Learning Commission's recent accreditation report of Cameron University. *Plan 2018: Values Driven, Action Oriented*, Cameron's third strategic plan, builds upon the foundation and successes of *Plan 2008: Preparing for Cameron University's Second Century* and *Plan 2013: Choices for the Second Century*, Cameron's first and second strategic plans respectively.

This planning process started in September 2011 and included a comprehensive assessment of the progress to date on *Plan 2013* goals. The resulting *Plan 2013: Choices for the Second Century Status Report* offers an account of the status of all *Plan 2013* action items and served as background for the development of this plan.

This third strategic plan was created through a faculty-led, year long planning process that solicited inputs from all Cameron stakeholders—students, faculty, staff and community members. Cameron's new plan, *Plan 2018: Values Driven, Action Oriented* stems from Cameron's core values and will, with intentionality, take the required actions to drive the

University forward. Throughout the document, seven cross-cutting themes are evident: accountability, communication, learner focused, efficiency, planning, responsiveness and transparency. These themes sharpen the University's focus and intent.

For the five years beginning in academic year 2013-2014, *Plan 2018* will be the standard against which all campus initiatives are measured. It will ensure the University continues to grow in a direction that has been thoughtfully planned and is both values driven and action oriented.

President Ross introduced this item by pointing out the copies of the plan the Regents had received and reminding the Board that, in 2000, strategic planning was identified as a weakness by the Higher Learning Commission so the focus has been since to make it an integral part of the University. In the most recent accreditation visit by the HLC strategic planning was specifically commended and CU was called a role model institution nationally in the area of strategic planning and budgeting. The development of a new strategic plan is a yearlong process led by a faculty member and involving input from all faculty, staff, students and community members. An annual review of the progress on the five-year strategic plan is completed and a comprehensive written evaluation of the good, bad and ugly is completed four years into each five-year plan. June's status report on Plan 2013 served as the foundation for the development of Plan 2018, led by Associate Professor of Journalism Chris Keller. Dr. Keller is an award winning faculty member who held a series of listening sessions throughout the last year to assist in the elaboration of this new Plan. Plan 2018 focuses on the six core values of the University that were established in the first planning process, Plan 2008: student learning; excellence in teaching, scholarship, service, and mentoring; leadership in the community and region; shared governance; diversity; and responsible stewardship. The President then presented Professor Keller. Dr. Keller said that he first stepped foot on Cameron's campus when he was 13 and a member of the Gotebo, Oklahoma, Future Farmers of America speech squad. He remembers how big and bright the campus seemed and how smart he felt just being here. The next time he was on campus, he was 18 and enrolling as a freshman. This University taught him how to think, how to write and how to teach. He met his future wife in a small classroom in Nance-Boyer Hall. In 2000, he returned to campus as an instructor and now he is here, speaking to the Board. He said that the University has given him the most rewarding career he could have ever hoped for, and to be involved now, so intimately, in the creation and guidance of the institution's future with this incredibly important strategic planning process is exhilarating. Through all of his data gathering sessions, feedback meetings and writing jags he gained invaluable insights into the inner workings of the institution, its staff, its faculty and its students. He closed by saying that he is extremely proud of this planning document and extraordinarily grateful to the University for entrusting him to the task.

President Ross recommended the Board of Regents approve *Cameron University Plan 2018: Values Driven, Action Oriented*, a long-term, strategic plan designed to guide Cameron University's growth, development and the allocation of its resources for five years beginning with the 2013-2014 academic year.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

## **McMAHON FIELD AND ATHLETICS CENTER – CU**

At its June 2012 meeting, the Board of Regents authorized a total project budget of \$2,700,000 and a guaranteed maximum price of \$2,500,000 for the McMahon Field and Athletics Center. An increase in the project's total cost and GMP is being requested due to bids for HVAC, masonry and electrical being higher than the original budget.

The McMahon Field and Athletics Center's revised estimated total project cost is \$2,950,000. One component of the revised total project budget is an owner's contingency of \$100,000.

Funding for this project, with a revised estimated total project cost of \$2,950,000, will be provided by the McMahon Foundation, private donations, the University's building and capital equipment funds, unobligated educational and general funds, and other legally available resources.

President Ross recommended the Board of Regents:

- I. Authorize increasing the total project cost on the Campus Master Plan of Capital Projects for the McMahon Field and Athletics Center from \$2,700,000 to \$2,950,000;
- II. Authorize increasing the guaranteed maximum price (GMP) for construction from \$2,500,000 to \$2,750,000, including an owner's contingency of \$100,000; and
- III. Authorize the expenditure of the University's project contingency as needed to construct, equip and/or furnish the McMahon Field and Athletics Center.

Regent Clark moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

#### **SICK LEAVE POLICY CHANGE – CU**

Cameron University's Sick Leave Policy currently allows an employee to use seventy-two (72) hours per fiscal year, or one-half of an employee's annual accrual, whichever is less, of his/her earned sick leave for occasions which require the employee to care for a member of his/her immediate family who is ill or incapacitated.

The proposed revision to section 5.2 would allow an employee to request an exception to the annual limit if the immediate family member's medical condition involves a catastrophic or life-threatening medical condition that requires the employee to be absent from work for a period of 10 or more working days. Any requested exception to the annual limit would require the President's approval.

A copy of the policy is attached hereto as Exhibit M; approval is recommended.

President Ross recommended the Board of Regents approve the revised Cameron University Sick Leave Policy.

Regent Dunning moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

**ACADEMIC AND ADMINISTRATIVE PERSONNEL ACTIONS –CU****APPOINTMENTS:**

Kengwoung-Keumo, Jean-Jacques, Assistant Professor, tenure track, Department of Mathematical Sciences, academic year salary of \$46,000 annualized (\$3,833.33 per month), effective August 6, 2012.

Ph.D., New Mexico State University  
M.S., University of Yaounde, Cameroon  
B.S., University of Dschang, Cameroon  
Years Related Experience: None

Moore, Alan, Assistant Professor, tenure track, Department of Psychology, academic year salary of \$44,000 annualized (\$3,666.67 per month), effective August 6, 2012.

Ph.D., Capella University  
M.Ed., Pennsylvania State University  
B.A., Pennsylvania State University  
Years Related Experience: 1 Year

Oh, Yoonsin, Assistant Professor, tenure track, Department of Health and Physical Education, academic year salary of \$42,000 annualized (\$3,500.00 per month), effective August 6, 2012.

Ph.D., University of Wisconsin - Madison  
M.S., Brigham Young University  
B.A., Kyunghee University, Yongin, Korea  
Years Related Experience: None

**CHANGES:**

Masters, John Ken, Associate Professor with tenure, School of Business, title changed to Virginia Brewczynski Endowed Chair in Business at the rank of Associate Professor with tenure, academic year salary of \$99,856 annualized (\$8,321.33), effective October 1, 2012. The Endowed Chair assignment is annually renewable upon mutual consent of the faculty member and the University.

Nalley, Elizabeth Ann, Professor with tenure, Department of Physical Sciences, title changed to Clarence E. Page Endowed Chair at the rank of Professor with tenure, academic year salary of \$83,269 annualized (\$6,939.08), effective October 1, 2012. The Endowed Chair assignment is annually renewable upon mutual consent of the faculty member and the University.

**PROMOTION:**

Hanefield, Robert, promotion from Interim Director, Physical Facilities, to Director, Physical Facilities, salary changed from an annualized rate of \$70,193 for 12 months (\$5,849.42 per month) to an annualized rate of \$74,405 (\$6,200.42 per month), effective September 20, 2012.

**RESIGNATION:**

Ashley, Justin, Assistant Professor, Department of Theatre Arts, August 13, 2012.

**RETIREMENTS:**

Allison, Tony, Associate Professor and Chair, Department of Communication, named Associate Professor Emeritus, May 31, 2013.

Stegmaier, Mark, Professor, Department of History and Government, named Professor Emeritus, May 15, 2013.

President Ross recommended the Board of Regents approve the personnel actions listed above.

Regent Stuart moved approval of the recommendation. The following voted yes on the motion: Regents Dunning, Clark, Stuart and Weitzenhoffer. The Chair declared the motion unanimously approved.

**CAMERON UNIVERSITY CAMPUS MASTER PLAN 2025 – CU  
ANNUAL INVESTMENT REPORT – CU  
EMPLOYEE INSURANCE BENEFITS – CU  
QUARTERLY REPORT OF PURCHASE OBLIGATIONS – CU  
QUARTERLY FINANCIAL ANALYSIS – CU**

The listed items were identified, by the administration, in each agenda item as “For Information Only.” Although no action was required, the opportunity to discuss or consider any of them individually was provided.

**CAMERON UNIVERSITY CAMPUS MASTER PLAN 2025 – CU**

With most recommendations of Cameron’s Campus Master Plan 2015 complete, a sooner-than-expected update to the master plan was initiated in 2011 to hasten plans and progress for Cameron’s future. Over the course of one year, Cameron University’s Campus Master Plan 2025 was developed. Inputs were solicited from all Cameron stakeholders—faculty, staff, students and community members; progress from Campus Master Plan 2015 was thoroughly reviewed; and the vision for Cameron’s future growth was discussed, planned, and prioritized. The result of the year-long strategic planning process is Cameron University’s Campus Master Plan 2025, the University’s guiding architectural document for the next 13 years.

Cameron University Campus Master Plan 2025 builds upon the successes of Cameron University Campus Master Plan 2015. Highlights of the new master plan include:

- constructing a new library and a general classroom and faculty offices building
- adding an extension to Cameron Village
- relocating Physical Facilities
- demolishing two campus facilities that are nearing the end of their service lives (Nance-Boyer Hall and Conwill Hall) and planting new green space
- establishing the 38<sup>th</sup> Street entrance as the new, main campus entry point
- adding iconic features such as a clock tower plaza and miscellaneous improvements such as a stronger way-finding system, a cohesive signage system, and additional lighting
- enhancing campus circulation by moving more campus parking to the periphery

Cameron University has experienced a powerful transformation in recent years and today boasts a top-quality education and a comprehensive collegiate experience. Campus Master Plan 2025 continues this remarkable, pace-setting record of change by ensuring that progress touches all aspects of campus life.

President Ross stated that the Campus Master Plan 2015 was developed ten years ago, designed to initiate and guide the physical transformation of campus. In 2002, there were generally flat roofs on the buildings, not too many trees, not a lot of green space, some deferred maintenance. Generally, the campus had more the look of a commuter college campus. Plan 2015 was very ambitious and challenging, but thanks to the extraordinary generosity of individuals, businesses, organizations and foundations, a renovation of both the look and feel of campus has occurred. Cameron has developed the look and feel of a University campus. The development of Campus Master Plan 2025 was a yearlong, inclusive process that was again faculty led. Dr. Matt Jenkins, Professor of Communication, led a steering committee that

worked with the architecture team of Frankfurt Short Bruza. Dr. Ross showed the Regents a large plan for the proposed changes to campus and introduced Dr. Jenkins. Professor Jenkins stated that many years ago he was on a student recruitment and retention committee brainstorming ways to retain students when someone brought up campus beautification. One member observed that a university is more than buildings and we can all certainly agree. However, buildings make a huge difference. He pointed out that the Board had the opportunity to tour the newly remodeled Academic Commons, saying that he teaches and works with students in that building and he sees the communication students walking taller, working with pride and the quality of their news stories has improved immensely. There's something about the new television studio, the new newsroom, the new atmosphere, that's bringing out their best. He closed by saying that the word he has frequently heard to describe this plan is bold. "It is exciting, and I look forward to working with Dr. Ross and the administration in the implementation of Campus Master Plan 2025."

This item was reported for information only. No action was required.

### **ANNUAL INVESTMENT REPORT – CU**

The annual report of investment activity for Cameron University is hereby submitted. Cameron University's temporary idle cash is invested in accordance with Section 4.1 of the CU/RSU Regents' Policy Manual. All available operating and capital funds are invested with the Oklahoma State Treasurer's OK Invest Program. In addition to operating and capital funds invested in the OK Invest Program, the University has a self-insured employee life insurance program in which claims over \$75,000 are ceded to an insurance company. Funds related to this life insurance program are used for payments to beneficiaries and a rate stabilization reserve and are held in interest bearing accounts by the plan's administrator.

During the fiscal year ending June 30, 2012, on an average invested balance of \$6,160,968 for all funds invested, Cameron University earned a total of \$153,890 in interest, compared to an average invested balance of \$7,781,912 and interest earned of \$226,411 in fiscal year 2011. The average annual rate of return was 2.5 percent.

This item was reported for information only. No action was required.

### **EMPLOYEE INSURANCE BENEFITS – CU**

The Oklahoma Higher Education Employee Insurance (OKHEEI) Group first negotiated health, vision and dental insurance, COBRA administration, retiree premium billing, and collection and remittance services for calendar year 2010. The OKHEEI Group currently has 14 participating colleges and universities.

In January 2011, the Board of Regents delegated to the President, or her designee, the authority to approve annually, on behalf of the Board, the University's participation in future policies and service plans negotiated and offered by the OKHEEI Group. The delegation of authority was requested to comply with Article III of the OKHEEI Interlocal Agreement, which requires annual approval by the Board of Regents of Cameron University's participation in any policy or service plan offered by the OKHEEI Group. The delegation of authority was done with the stipulation that details of all health related policies in which Cameron University participates be presented annually to the Board of Regents as an informational item.

The following companies are currently providing insurance and have been renewed for calendar year 2013: Blue Cross Blue Shield of Oklahoma, medical; Blue Cross Blue Shield of Oklahoma, dental insurance; Vision Service Plan, vision insurance; HealthSmart, COBRA administration and retiree premium billing, collection and remittance services; and UnitedHealthCare, health insurance and Medicare prescription drug plans to the university's Medicare eligible retirees.

Blue Cross Blue Shield medical insurance for active employees will increase 4.4%. The annual cost per employee for medical insurance is \$5,922. Cameron University's fiscal year 2012 expense for providing employee health insurance was \$2,531,000. Dental insurance, an optional insurance paid entirely by the employee, will increase 4.3%. The annual cost per employee for dental insurance is \$474. There is no rate change for COBRA administration and retiree premium billing, collection and remittance services. The University paid approximately \$3,600 in fiscal year 2012 for these services. In 2010, Cameron University offered employees a one-time retirement incentive plan which included paying thirty-six months of health insurance. The fiscal year 2012 expense for providing this incentive to retired employees was \$58,458. The last payment for health insurance for this retirement incentive benefit is May 2013.

While Cameron University has no financial obligation for Medicare eligible retired employees' health insurance, retirees have the option of obtaining their medical insurance through the OKHEEI Group. Retirees selecting medical insurance with Medicare Part D/High Option will pay \$338.03 a month, a 5.3% increase. Retirees selecting medical insurance with Medicare Part D/Low Option will pay \$277.16 a month, a 4.0% increase. Retirees selecting medical insurance without Medicare Part D will pay \$215.43 a month, a 3.0% increase.

Calendar year 2013 rates for vision insurance will remain at the same rate as calendar year 2012. The annual cost per employee for vision insurance is \$76.32.

Charts listing the rates for 2012 and 2013 are attached hereto as Exhibit N.

This item was reported for information only. No action was required.

## QUARTERLY REPORT OF PURCHASE OBLIGATIONS – CU

The Board of Regents' policy governing the buying and selling of goods and services states that:

- I. Purchases and/or acquisition of goods and services over \$250,000 must be submitted to the Board for prior approval; and
- II. Purchase obligations between \$50,000 and \$250,000 must be reported quarterly to the Board as an information item. Sole source procurements in this category must also be reported and identified as such.

The required quarterly reports for purchase obligations between \$50,000 and \$250,000 are:

### QUARTERLY REPORT OF PURCHASES

April 1 – June 30, 2012

#### PURCHASE OBLIGATIONS FROM \$50,000 TO \$250,000

<u>Item</u>	<u>Description</u>	<u>Campus-Department</u>	<u>Vendor</u>	<u>Award Amount</u>	<u>Explanation/Justification</u>
1	Network Switches	Information Technology Systems	Chickasaw Telecom	98,984	Replacement of equipment
2	Clavinova Piano Teaching Lab	Music Department	Sam Gibbs Music	56,436	Replacement of out-dated lab

## SOLE SOURCE PROCUREMENTS IN EXCESS OF \$50,000

3	Data Collection System	School of Science & Technology	Vernier Software & Technology	74,780.88	New equipment
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This item was reported for information only. No action was required.

**QUARTERLY FINANCIAL ANALYSIS – CU**

Being reported this month is the Quarterly Financial Analysis for the quarter ended June 30, 2012. The following comments are submitted for your consideration, with charts attached hereto as Exhibit O.

**SCHEDULE 1 CU: STATEMENT OF REVENUES AND EXPENDITURES – EDUCATION AND GENERAL PART I – UNRESTRICTED**

1. Revenues – Revenues of \$40.9 million comprising 95.8% of the budget are reported. At the same quarter last fiscal year, there were revenues of \$42.0 million, comprising 102.5% of the budget.
2. Expenditures – Expenditures of \$42.7 million comprising 96.7% of the budget are reported. Comparable figures for the prior year show expenditures of \$42.0 million, representing 99.7% of the budget.

**SCHEDULE 2 CU: STATEMENT OF REVENUES AND EXPENDITURES – EDUCATION AND GENERAL PART II – RESTRICTED**

1. Revenues – Revenues of \$14.5 million representing 87.2% of the budget are reported. Prior year revenues for the same period were \$16.4 million, representing 87.9% of the budget.
2. Expenditures – Expenditures of \$14.6 million comprising 87.7% of the budget are reported. This is comparable to the prior year's expenditures of \$15.9 million at 85.2% of the budget.

**SCHEDULE 3 CU: STATEMENT OF REVENUE AND EXPENDITURES – AUXILIARY ENTERPRISES**

1. Revenues – Revenues for Auxiliary Enterprises are at anticipated levels.
2. Expenditures – Expenditures for Auxiliary Enterprises are at anticipated levels.

**SCHEDULE 4 CU: DISCRETIONARY RESERVES**

Discretionary reserves represent that portion of the university's resources that are not currently budgeted for expenditure or are otherwise held for specific future uses. As such, resources of this nature are available to fund future capital projects, operating needs and/or unforeseen contingencies for any lawful purpose of the university.

**E & G PART I**

The E&G Part I discretionary reserves were \$6,372,749 on June 30, 2012.

**E & G PART II**

The E&G Part II discretionary reserves were \$725,845 on June 30, 2012.



## AUXILIARY ENTERPRISES

Student Activities reserves were \$221,640 at June 30, 2012. Student Activities working capital requirements are \$199,999 leaving discretionary reserves of \$21,641.

Miscellaneous Auxiliary reserves were \$1,583,631 at June 30, 2012. Miscellaneous Auxiliary working capital requirements are \$1,229,207 leaving Miscellaneous Auxiliary discretionary reserves of \$354,424.

Student Facility reserves were \$561,274 at June 30, 2012.

## PLANT FUNDS

Section 13, Section 13 Offset and New College Funds currently have a balance of \$1,806,969.

This item was reported for information only. No action was required.

There being no further business, the meeting adjourned at 10:58 a.m.

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Chris A. Purcell, Ph.D.  
Executive Secretary of the Board of Regents

<u>Firm Name</u>	<u>Date Initiated</u>	<u>Work Performed</u>	<u>Fee</u>
For the Norman Campus:			
Cardinal Engineering, Inc. Norman	June 4, 2012	Topographic/Design Survey (Jimmie Austin OU Golf Club Turf Care and Research Facility)	4,000
	February 9, 2012	ALTA/ACSM Land Title Survey and Phase I Environmental Site Assessment (Facilities Management Shop Facilities)	10,500
C.H. Guernsey & Company Oklahoma City	January 21, 2011	Feasibility Study (S.J. Sarkeys Complex, Health & Exercise Science)	35,000
Cyntergy, LLC Tulsa	October 17, 2008	Design, Construction Documents, Construction Administration (Hazardous Materials Management Center)	11,225
Frankfurt-Short-Bruza Associates, P.C. Oklahoma City	April 22, 2011	Bid and Construction Administration Phase Services (Dale Hall Tower Exterior Masonry Repairs)	46,445
Garver, LLC Norman	March 11, 2010	Design Survey, Design and Construction Documents, Construction Phase Services (URC Bicycle Path Connection)	49,500
	February 13, 2012	Construction Documents (Max Westheimer Airport, Gate 6)	4,000
Kirkpatrick Forest Curtis PC Oklahoma City	June 26, 2012	Structural Engineering (Fred Jones, Jr. Art Center Statue)	1,300
MA+ Architect Oklahoma City	March 8, 2012	Feasibility Study (Wilkinson Dormitory)	38,000
SAIC, LLC Oklahoma City	December 21, 2011	Spill Prevention, Control, and Countermeasure (SPCC) Plans (Norman campus)	700
Smith Roberts Baldischwiler, LLC Oklahoma City	March 30, 2012	Topographic and Design Survey (Varsity Rowing Practice Ctr. & Athletics Storage)	7,705

	May 14, 2012	Topographic and Design Survey (L. Dale Mitchell Baseball Park Expansion and Improvements)	5,400
Studio Architecture Oklahoma City	July 1, 2011	Additional Design and Construction Phase Services (Physical Sciences Center Lecture Hall 201 Renovation)	96,270
For the Health Sciences Center, Oklahoma City:			
Frankfurt-Short-Bruza Associates, P.C. Oklahoma City	February 2, 2012	Architectural and Engineering Design (Harold Hamm Diabetes Center Interior Renovation)	65,362
Kirkpatrick Forest Curtis PC Oklahoma City	January 10, 2012	Structural Engineering (Post Earthquake Assessment, O'Donoghue, HSC)	3,500
Miles Associates, Inc. Oklahoma City	July 26, 2011	Design, Construction Documents and Construction Phase Services (Biomedical Sciences Building-10, Lab Renovation)	51,528
	May 25, 2012	Conceptual, Schematic Design and Design Development (Harold Hamm Diabetes Center, Exterior Entrance Renovation)	40,940
For OU-Tulsa:			
McFarland Architects PC Tulsa	June 29, 2010	Design, Construction Documents, Construction Phase Services (Schusterman 1, Founders Student Center)	87,500

CUMULATIVE TOTAL PROFESSIONAL FEES FOR WORK  
COMPLETED BY ON-CALLS THROUGH THE FOURTH QUARTER  
OF FISCAL YEAR 2011-2012

For the Norman Campus:

Firm Name	Total Fees
Architects In Partnership, P.C.	\$ 14,000
Cardinal Engineering, Inc	18,186
Cyntergy AEC	103,620
C.H. Guernsey & Company	35,000
Frankfurt-Short-Bruza Associates, P.C.	46,445
Garver, LLC	53,500
GMR & Associates, Inc.	500
GSB, Inc.	2,111
Kirkpatrick Forest Curtis PC	42,936
MA+ Architect	38,000
Miles Associates, Inc.	100,000
SAIC Energy, Environment & Infrastructure, LLC	700
Smith Roberts Baldischwiler, LLC	24,690
Studio Architecture	96,270
Total, Norman Campus	\$575,958.00958

For the Health Sciences Center, Oklahoma City:

<u>Firm Name</u>	<u>Total Fees</u>
Alvine Engineering	\$ 29,000
Frankfurt-Short-Bruza Associates, P.C.	65,362
Miles Associates, Inc.	92,468
SAIC Energy & Infrastructure, LLC	<u>2,825</u>
Total, Health Sciences Center, Oklahoma City	\$189,655

For OU-Tulsa:

<u>Firm Name</u>	<u>Total Fees</u>
Kinslow, Keith & Todd, Inc.	\$ 13,400
McFarland Architects PC	<u>87,500</u>
Total, OU-Tulsa	\$100,900

	\$866,513
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Total, All Campuses

QUARTERLY REPORT OF PURCHASES – ALL  
April 1 – June 30, 2012

<u>Item</u>	<u>Description</u>	<u>Campus-Department</u>	<u>Vendor</u>	<u>Award Amount</u>	<u>Explanation/Justification</u>
I.	PURCHASE OBLIGATIONS FROM \$50,000 TO \$250,000				
	Norman Campus				
1	Service	Bursar Office	Educational Computer Systems, Inc.	130,000	Processor for University Loans & Collections
2	Software	Parking and Transportation Services	Associated Timed Parking Controls	67,285	Software Subscription & Maintenance
3	Service	Facilities Management	K&M Dirt Services, LLC	119,750	Demolition Service
4	Software	Information Technology	Gartner Group	166,013	License Renewal
5	Equipment	Information Technology	Whitlock Group	80,956	Audio/Visual Equipment
6	Service	University Bands	Red Carpet Charters	65,000	Bus Charter
7	Furniture	College of Continuing Education	Workplace Resource of OKC	85,376	Chairs
8	Software	Information Technology	Presidio Networked Solutions, Inc.	60,042	Maintenance Renewal
9	Supply	College of Continuing Education	Sequoyah Communications, Inc.	62,041	Voice and Data Cabling and Installation
10	Supply	Facilities Management	Metro Sign Corporation	65,445	Signage
11	Furniture	University Research Cabinet	Workplace Resource of OKC	55,064	Furniture
12	Service	Facilities Management	American Elevator Co., Inc.	216,580	Elevator Repair
13	Vehicle	Fleet Services	Great Plains Equipment Sales	79,536	Utility Vehicles

of Ada

14	Supply	OU Biological Station	American Plant Products and Services, Inc.	132,321	Greenhouses & Shadehouses
15	Furniture	Facilities Management	Krueger International, Inc.	82,228	Furniture
16	Supply	University Libraries	Ron Mitchell Millworks	50,347	Display Cases
17	Service	Printing Services	Presort First Class	62,000	Bulk Mailing Services
18	Service	Facilities Management	Don Cowin & Son Carpets, LLC	65,000	Carpet Removal and Installation
19	Vehicle	Fleet Services	Ferguson Pontiac GMC	64,737	Truck
20	Equipment	Printing Services	Eastman Kodak Company	150,129	Equipment Lease
21	Supply	Athletics	Alert Services, Inc.	152,918	Medical Supplies
22	Service	College of Continuing Education Outreach Marketing	Staplegun Design	190,750	Marketing
23	Service	Dale Hall Tower	Ace Transfer and Storage Company	67,373	Moving Services
24	Supply	Graduation Office	Onstage Systems	60,900	Equipment and Stage Rental
25	Equipment	Information Technology	Dell Marketing, LP	118,841	Load Balancers for Data Center
Health Sciences Center Campus					
26	Supply	Dean McGee Eye Institute	Lombart Instruments	66,027	Patient Chairs
27	Supply	Department of Pediatric Genetics	Best Companies Inc.	50,119	Counters and Shelving
28	Equipment	Dean McGee Eye Institute	Miltenyi Biotec Inc.	133,814	Flow Cytometer

29	Service	College of Public Health	Staplegun Design	215,000	Advertising
30	Service	Department of Geriatric Medicine	Third Degree Advertising & Communications Inc.	70,000	Consulting Services
31	Service	Department of Orthopedic Surgery	Stenommed Inc.	115,879	Transcription Services
32	Equipment	Peggy and Charles Stephenson Cancer Center	Veridiam	54,410	Digital Camera and Computer
33	Equipment	OU Physicians Faculty Clinics	Hologic, Inc.	70,000	Densitometer
34	Software	Information Technology	Software House International, Inc.	105,000	Vault Storage Maintenance
35	Vehicle	Motor Pool	Bob Hurley Ford, LLC	110,523	Trucks
36	Furniture	Harold Hamm Diabetes Center	Workplace Resource of OKC	59,886	Furniture
37	Furniture	Information Technology	Copelin's Office Center LLC	135,795	Furniture
38	Software	Information Technology	Accuvant Inc.	60,617	Software Renewal
39	Software	Information Technology	Dell Marketing, LP	53,977	Software Maintenance
40	Supply	Site Support	Firetrol Protection Systems	97,705	Fire Alarm System Repair and Upgrade
41	Furniture	College of Nursing	Krueger International, Inc.	118,271	Furniture
42	Equipment	Site Support	Delco Electric, Inc.	169,877	Capacitor Banks
43	Supply	Department of Rehabilitation Sciences	Embassy Suites Norman	53,351	Conference Support Services
44	Equipment	Information Technology	Fishnet Security, Inc.	50,348	Operating Systems

45	Equipment	Site Support	Simplex Grinnell, LP	150,000	Fire Sprinkler and Fire Alarm System
46	Equipment	Information Technology	Dell Marketing, LP	118,841	Load Balancers
Tulsa Campus					
47	Equipment	Information Technology	SKC Communications	81,956	Videoconference Upgrade
48	Supply	Tulsa Operations	Allwine Roofing & Construction	61,837	Roof Replacement
49	Supply	Wayman Tisdale Health Center	Cardinal Health	65,301	Medical Supplies
50	Furniture	Wayman Tisdale Health Center	ILO, Inc.	174,701	Furniture
51	Furniture	Wayman Tisdale Health Center	Krueger International, Inc.	131,398	Furniture

II. SOLE SOURCE PROCUREMENTS FROM \$50,000 TO \$250,000  
Competition Not Applicable

Norman Campus

52	Equipment	Athletics	Hydroworx International	50,880	Therapeutic Pools
53	Software	University Libraries	JSTOR	55,450	Subscription
54	Service	OU Archeological Survey	Geo-Marine, Inc.	57,842	Research Services
55	Software	University Libraries	Chemical Abstracts Service	139,735	Subscription Renewal
56	Service	College of Continuing Education National Center for Disability Education &	ResCare Workforce Services	127,000	Workforce Services



Training

57	Equipment	Department of Chemistry	Brucker Nano, Inc.	219,000	Microscope
58	Equipment	Department of Botany & Microbiology	Dionex Corp.	59,356	Chromatography
59	Software	Bizzell Library	Center for Research Libraries	74,000	License Renewal
60	Equipment	Mewbourne School of Petroleum & Geological Engineering	Temco Division of Core Lab	55,715	Hydrostatic Biaxial Core Holder
61	Equipment	Department of Chemical, Biological and Materials Engineering	BD Biosciences	52,950	Cytometer
62	Service	Financial Services	Alexander and M. Kenzie Consultants	97,000	Consulting Services
63	Service	Lean Institute	ABDS Continuous Improvement LCC	80,000	Professional Services
64	Supply	Oklahoma Biological Survey	Sutton Avian Research Center	63,084	Supplies
65	Equipment	Atmospheric Radar Research Center	RFHIC, USA LLC	61,569	Amplifiers
66	Equipment	Department of Chemical, Biological and Materials Engineering	CDS Analytical, Inc.	52,058	Pyrolysis Autosampler
67	Software	Printing Services	Eastman Kodak Co.	62,400	Software Upgrade
68	Supply	Housing and Food Services	Blackboard, Inc.	52,228	Door Access Readers and Key Access Cards

69	Supply	Facilities Management	Mohawk-Calhoun	100,311	Carpet for Dale Hall
70	Software	College of Architecture	Caliper Corporation	50,100	Software License and Maintenance
71	Equipment	Athletics	Daktronics, Inc.	248,600	Scoreboard for McCasland Fieldhouse
72	Software	Information Technology	Desire2Learn, Inc.	201,472	Maintenance Renewal
Health Sciences Center Campus					
73	Equipment	Site Support	Johnson Controls	87,300	Exhaust Fan Control
74	Equipment	Peggy and Charles Stephenson Cancer Center	Baker Company	70,000	Hypoxia Chamber and Cell Culture
75	Supply	Department of Otorhino-laryngology	Allergen USA Inc.	56,500	Patient Care Supplies
76	Supply	College of Dentistry	Brasseler USA	56,475	Dental Instruments
77	Equipment	Department of Ophthalmology	Thermo Electron North America, LLC	135,066	Mass Spectrometer
78	Supply	Department of Orthopedics	DonJoy, LLC	55,000	Orthopedic Devices
79	Equipment	Department of Pediatrics	Aquarius Fish Systems	104,090	Aquaculture System
80	Equipment	Peggy and Charles Stephenson Cancer Center	Leica Microsystems, Inc.	140,876	Automated Sample Staining System
81	Equipment	Peggy and Charles Stephenson Cancer Center	Leica Microsystems, Inc.	59,672	Rotary Microtone and Cryostat
82	Equipment	Peggy and Charles Stephenson Cancer Center	Agilent Technologies	119,379	Microarray Scanner
83	Supply	OU Children's Physicians	McKesson Plasma and Biologics, LLC	120,000	Pharmaceuticals

84	Equipment	Peggy and Charles Stephenson Cancer Center	Arrayit Corporation	147,258	Microarray Printer
85	Equipment	Dean McGee Eye Institute	Advion Biosystems, Inc.	74,011	Nanometer
86	Equipment	Peggy and Charles Stephenson Cancer Center	PerkinElmer Health Sciences Inc.	61,706	Base Unit for Assay Reader
87	Equipment	Peggy and Charles Stephenson Cancer Center	PerkinElmer Health Sciences, Inc.	81,010	Platform for Analyzer

Tulsa Campus

None

QUARTERLY FINANCIAL ANALYSIS  
For the year ended June 30, 2012

EXECUTIVE SUMMARY

Highlights from the Quarterly Financial Analysis (QFA) for the year ended June 30, 2012 are presented below for information only. For more detailed information, see the QFA report that was provided separately to the Regents prior to the September meeting.

ALL FUNDS, COMBINED

- Total available revenues of \$1.77 billion exceeded expenditures of \$1.71 billion resulting in a net increase of \$65.4 million.

NORMAN CAMPUS

- Total available revenues of \$956.7 million exceeded expenditures of \$905.9 million, resulting in a net increase of \$50.8 million.
- Education and General revenues of \$516.0 million exceeded expenditures of \$474.4 million, resulting in a net increase of \$41.6 million.
- Auxiliary enterprise revenues of \$207.5 million exceeded expenditures of \$201.0 million, resulting in a net increase of \$6.5 million.
- Service unit revenues of \$97.0 million trailed expenditures of \$103.8 million, resulting in a net decrease of \$6.8 million.
- Regents' Fund revenues of \$18.3 million exceeded expenditures of \$18.0 million, resulting in a net increase of \$300,000.
- All Other revenues of \$55.1 million exceeded expenditures of \$52.7 million, resulting in a net increase of \$2.4 million.

HEALTH SCIENCES CENTER

- Total available revenues of \$816.3 million exceeded expenditures of \$801.7 million, resulting in a net increase of \$14.6 million.
- Education and General revenues of \$182.2 million exceeded expenditures of \$167.1 million, resulting in a net increase of \$15.1 million.
- Auxiliary enterprise revenues of \$11.4 million exceeded expenditures of \$10.4 million, resulting in a net increase of \$1.0 million.
- Service unit revenues of \$41.7 million exceeded expenditures of \$38.9 million, resulting in a net increase of \$2.8 million.
- Professional Practice Plan (PPP) revenues of \$409.6 million exceeded expenditures of \$404.9 million, resulting in a net increase of \$4.7 million.
- All Other revenues of \$32.3 million trailed expenditures of \$41.0 million, resulting in a net decrease of \$8.7 million.

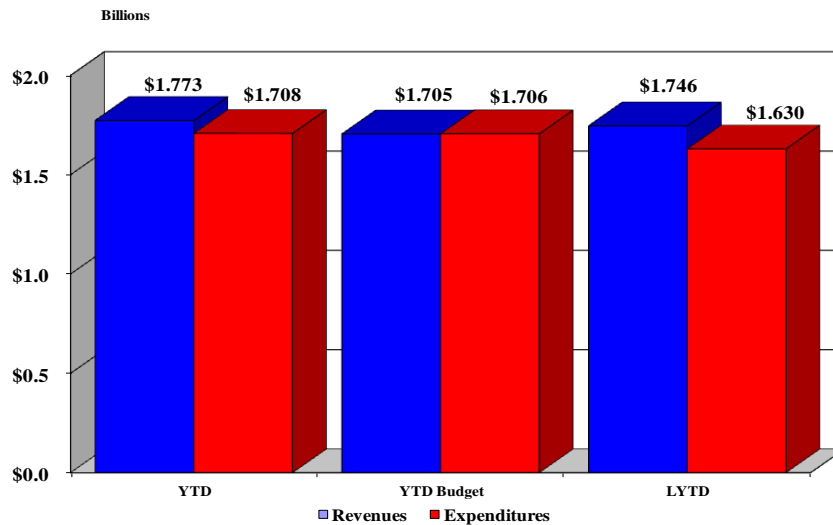
**QUARTERLY FINANCIAL ANALYSIS  
for the year ended June 30, 2012**

**EXECUTIVE SUMMARY**

(For more detailed information, see the Quarterly Financial Analysis (QFA) report that was provided separately.)

**ALL FUNDS, COMBINED**

Revenues and prior year carry forward of \$1.77 billion (104.0% of budget) exceeded expenditures of \$1.71 billion (100.1% of budget) resulting in a net increase of \$65.4 million. [See page 1 of the QFA.]

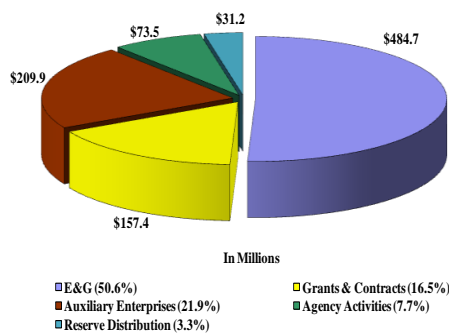


**ALL FUNDS, BY CAMPUS**

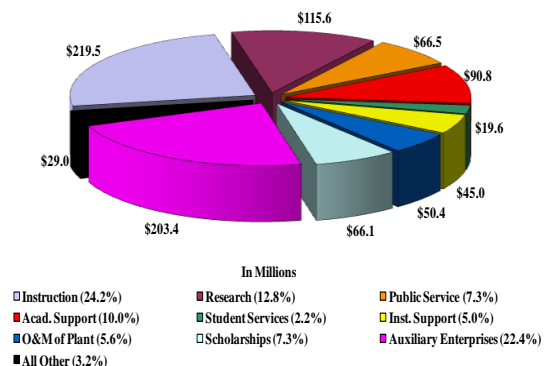
**Norman Campus**

Revenues and prior year carry forward of \$956.7 million (106.2% of budget) exceeded expenditures of \$905.9 million (100.5% of budget) resulting in a net increase of \$50.8 million. [See page 2 of the QFA.]

**Revenues**



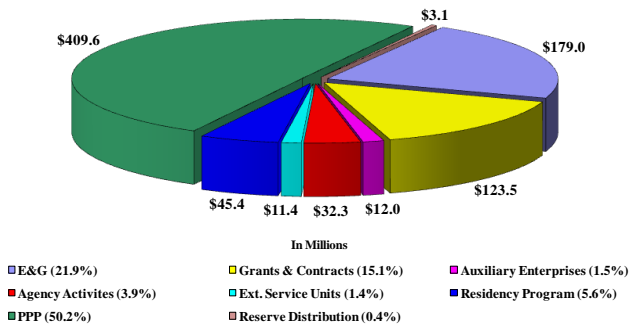
**Expenditures**



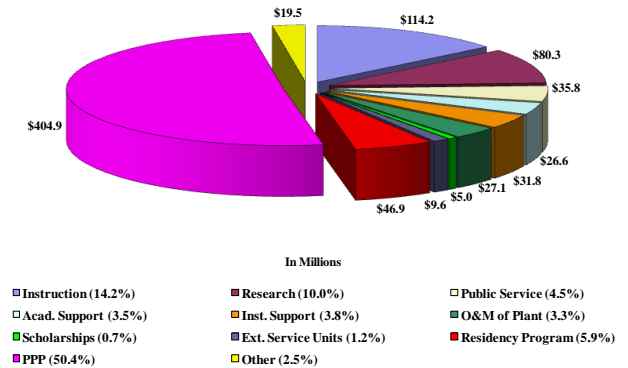
**Health Sciences Center**

Revenues of \$816.3 million (101.5% of budget) exceeded expenditures of \$801.7 million (99.7% of budget) resulting in a net increase of \$14.6 million. [See page 9 of the QFA.]

**Revenues**



**Expenditures**

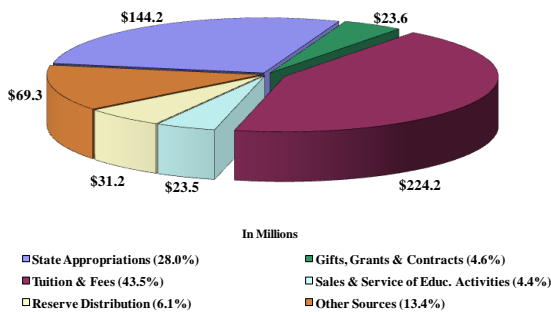


**EDUCATIONAL & GENERAL**

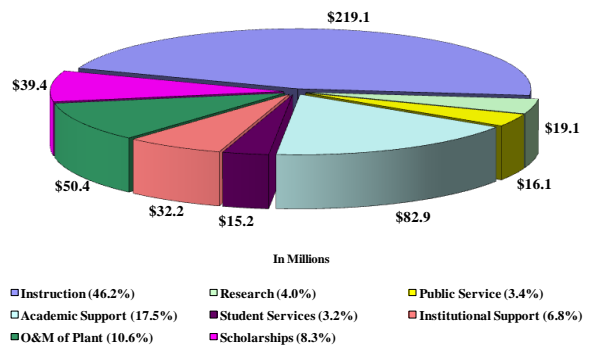
**Norman Campus**

Revenues and prior year carry forward of \$516.0 million (101.6% of budget) exceeded expenditures of \$474.4 million (93.4% of budget) resulting in a net increase of \$41.6 million. [See page 3 of the QFA.]

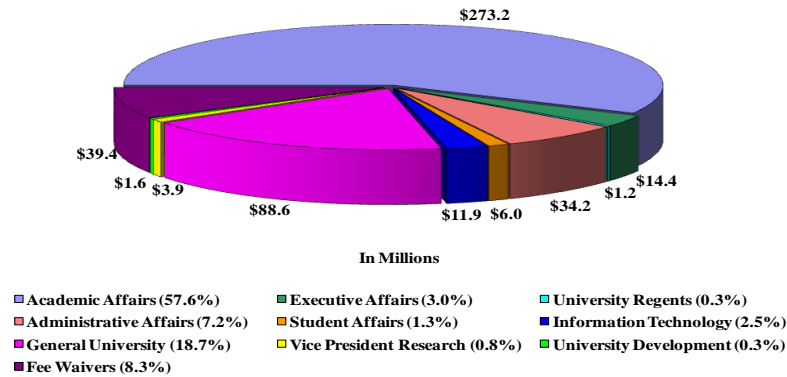
**Revenues**



**Expenditures by Function**



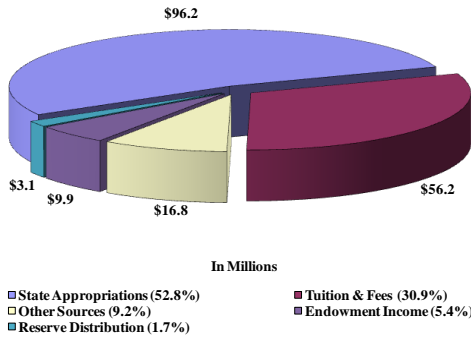
**Expenditures by Organizational Area**



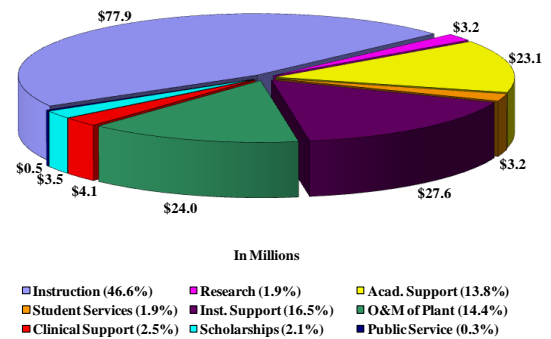
**Health Sciences Center**

Revenues of \$182.2 million (99.4% of budget) exceeded expenditures of \$167.1 million (91.2% of budget) resulting in a net increase of \$15.1 million. [See page 10 of the QFA.]

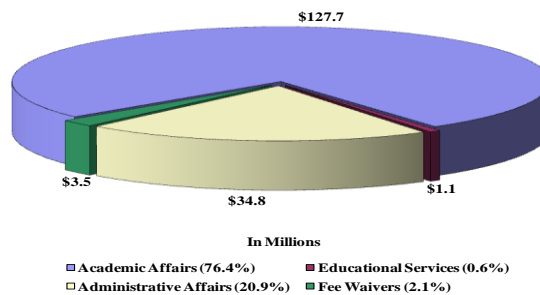
**Revenues**



**Expenditures by Function**



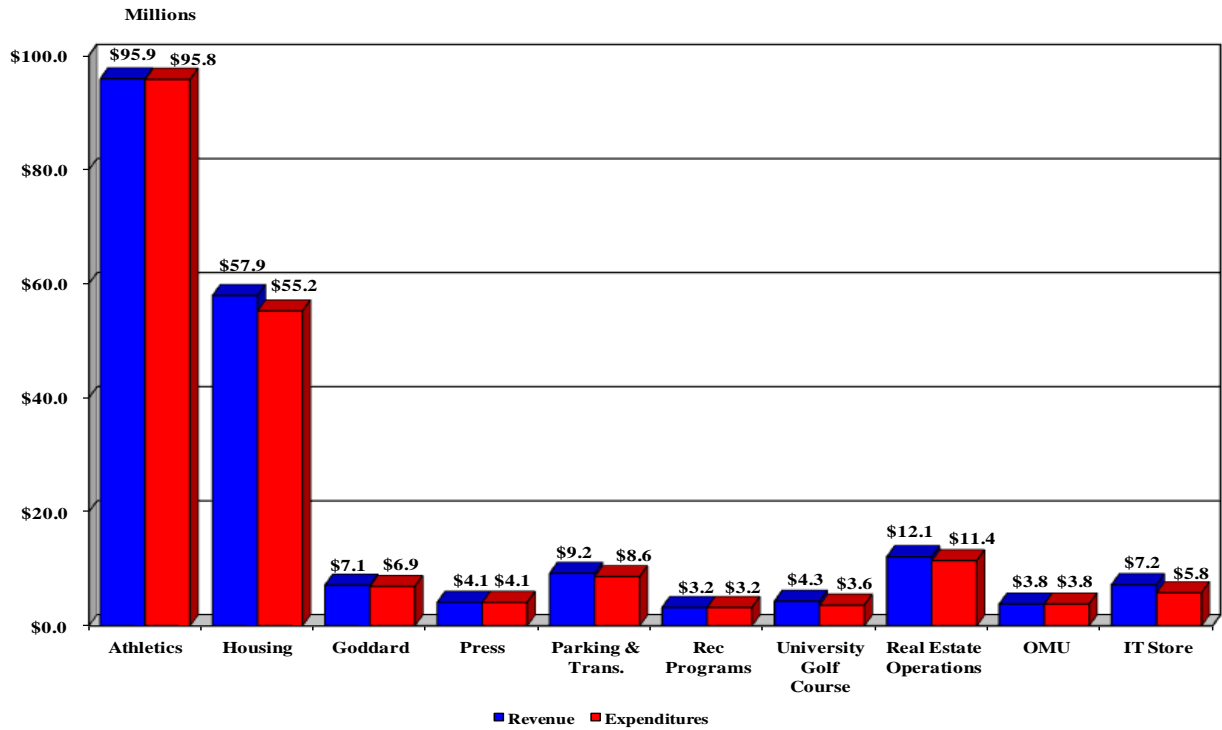
**Expenditures by Organizational Area**



**AUXILIARY ENTERPRISES**

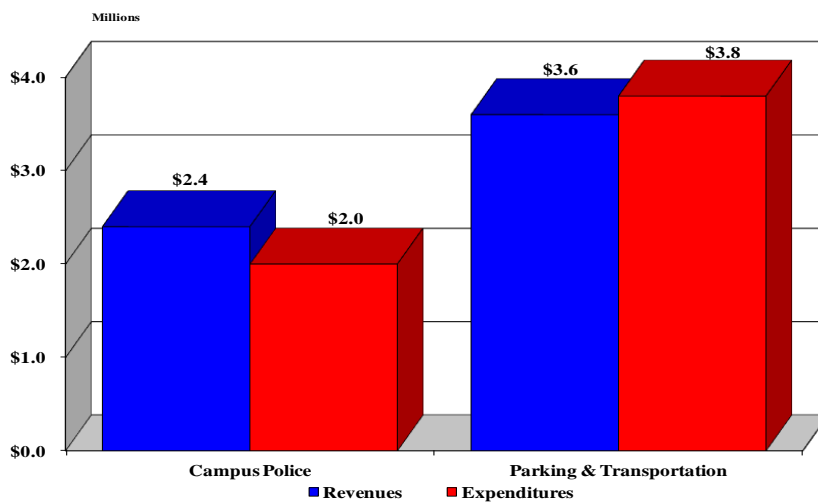
Revenues and expenditures for major auxiliary enterprises (year-to-date revenues of \$2.0 million or more) are detailed below. [See page 5 of the QFA.]

**Norman**



**Health Sciences Center**

[See page 12 of the QFA.]

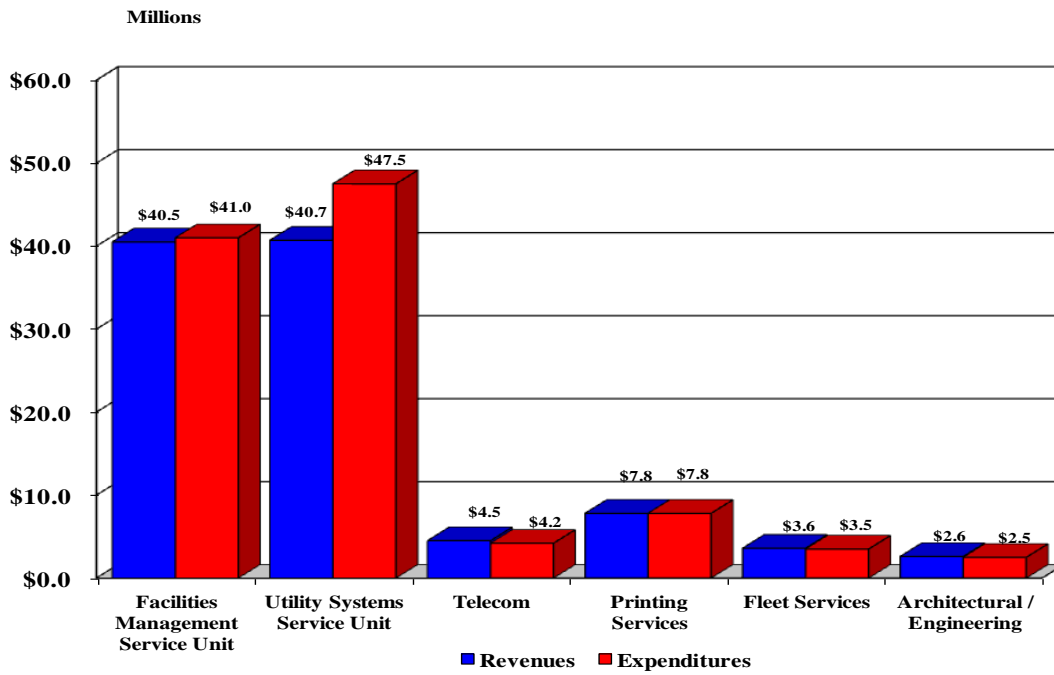




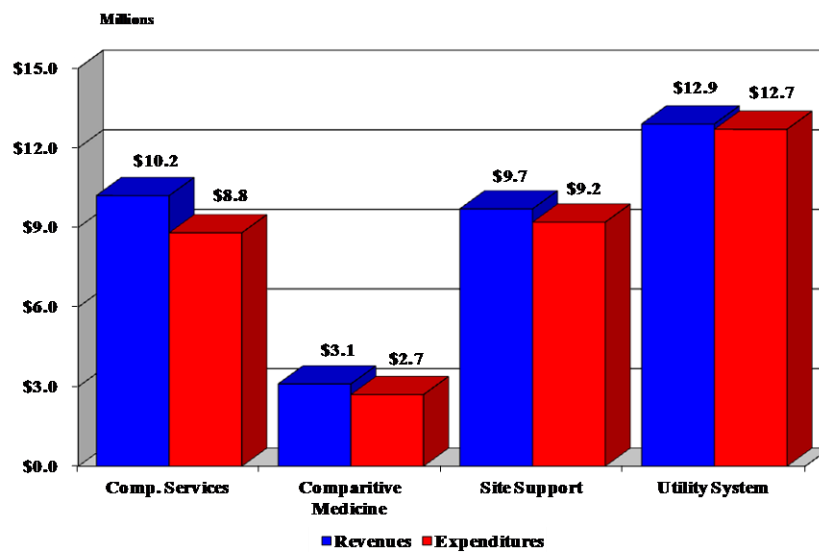
**SERVICE UNITS**

Revenues and expenditures for major service units (year-to-date revenues of \$2.0 million or more) are detailed below.

**Norman** [See page 6 of the QFA.]



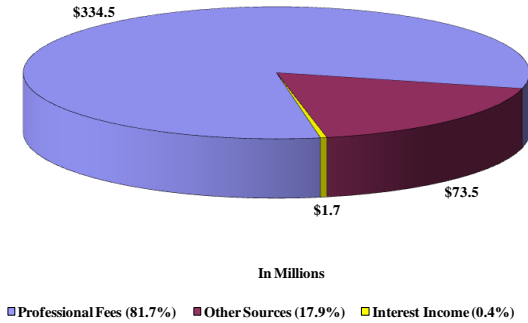
**Health Sciences Center** [See page 13 of the QFA.]



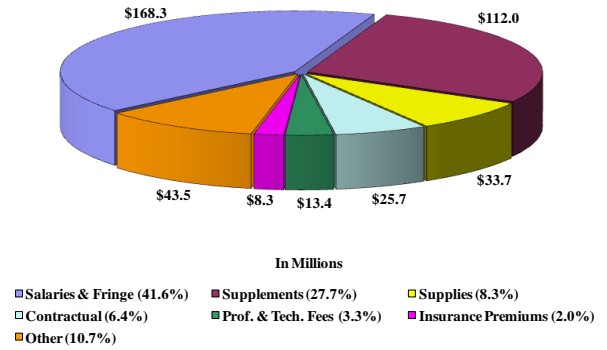
**Professional Practice Plan (PPP)**

PPP revenues of \$409.7 million (108.7% of budget) exceeded expenditures of \$404.9 million (107.5% of budget) resulting in a net increase of \$4.8 million. [See page 14 of the QFA.]

**Revenues**



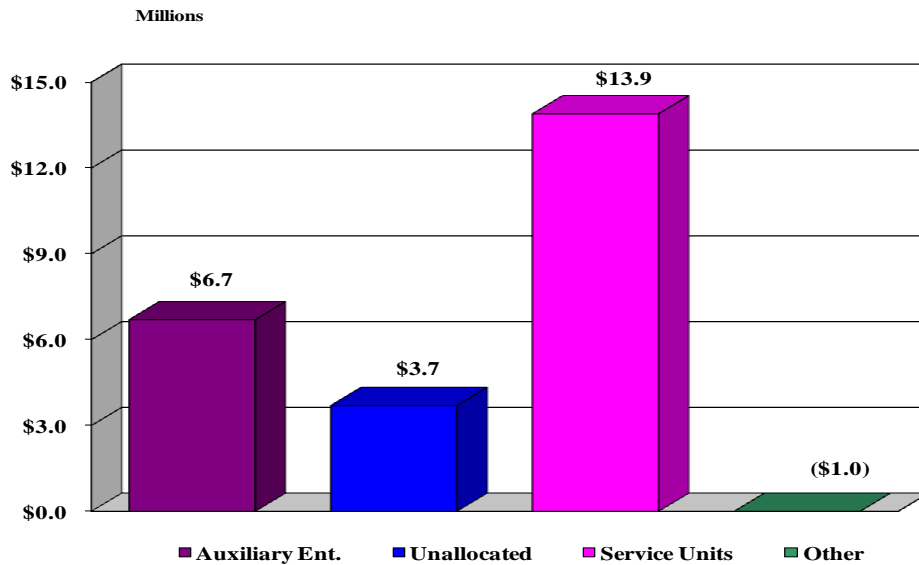
**Expenditures**



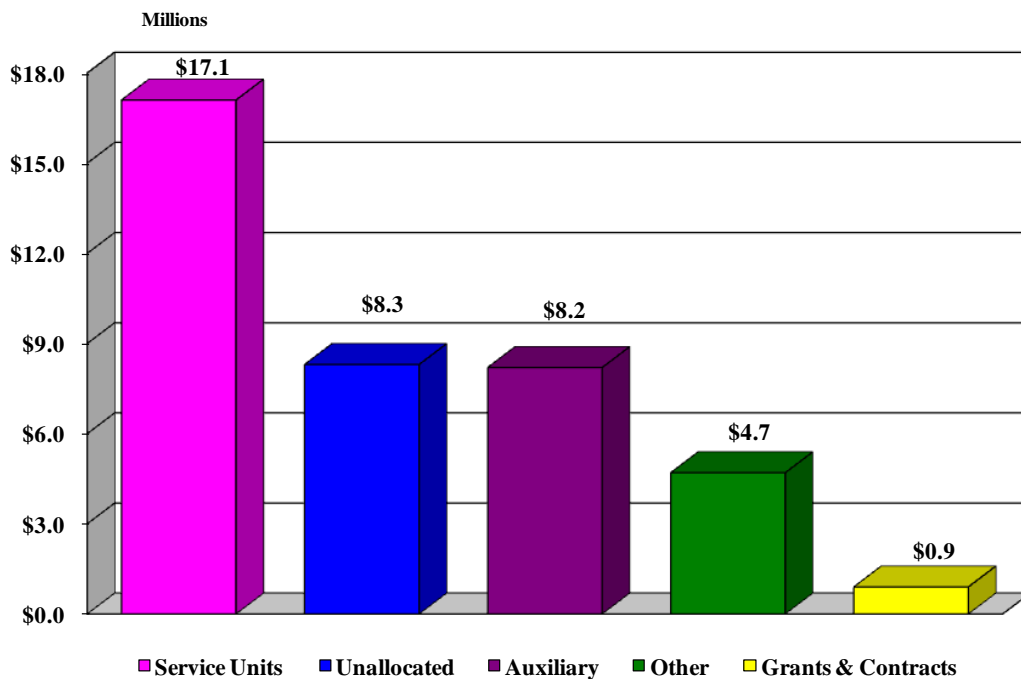
**RESERVES**

Discretionary reserves for the Norman Campus and the Health Sciences Center totaled \$23.3 million and \$39.2 million, respectively, at June 30, 2012. [See page 16 of the QFA.]

**Norman Campus**



**Health Sciences Center**



REGENTS' FUND  
ANNUAL FINANCIAL REPORT  
June 30, 2012

EXECUTIVE SUMMARY

Highlights from the Regents' Fund Quarterly Financial Report for the year ended June 30, 2012 are presented below for information only.

ALL FUNDS

- As of June 30, 2012, the Regents' Fund consisted of 231 individual funds with a combined net market value of approximately \$110.9 million, a \$0.3 million (0.3%) increase from June 30, 2011.

CONSOLIDATED INVESTMENT FUND (CIF)

- Cash and investments held by the CIF at June 30, 2012, had a market value of approximately \$79.8 million, a \$3.8 million (4.5 %) increase from June 30, 2011. Of the \$79.8 million, \$740,000 was held locally for working capital purposes, and \$79.1 million was managed by Adams Hall Asset Management LLC, Investment Management Fiduciary.
- During the year ended June 30, 2012, the CIF realized a total return of -3.2%, which trailed the blended benchmark of 0.3% by 350 basis points.
- During the five (5) years ended June 30, 2012, the CIF realized a total return of 1.4%, which exceeded the blended benchmark of 1.3% by 10 basis points.
- During the ten (10) years ended June 30, 2012, the CIF realized a total return of 6.5%, which exceeded the blended benchmark of 5.3% by 120 basis points.

SHORT-TERM INVESTMENT FUND (STIF)

- Cash and investments held by the STIF at June 30, 2012, had a market value of approximately \$31.5 million, a \$9.0 million (39.8%) decrease from June 30, 2011.
- During the year ended June 30, 2012, the STIF realized a total return of 3.0%, which exceeded the 91-day Treasury Bill rate of 0.1% by 290 basis points.
- During the five (5) years ended June 30, 2012, the STIF realized a total return of 3.7%, which exceeded the 91-day Treasury Bill rate of 1.2% by 250 basis points.
- During the ten (10) years ended June 30, 2012, the STIF realized a total return of 3.3%, which exceeded the 91-day Treasury Bill rate of 1.9% by 140 basis points.

INTERMEDIATE-TERM INVESTMENT FUND (ITIF)

- Cash and investments held by the ITIF at June 30, 2012, had a market value of approximately \$6.9 million, a \$318,000 (4.8%) increase from June 30, 2011.
- During the year ended June 30, 2012, the ITIF realized a total return of 5.0%, which exceeded the 2-Year Treasury Note rate of 0.2% by 480 basis points.

**REGENTS' FUND**  
**ANNUAL FINANCIAL REPORT**  
**June 30, 2012**

As of June 30, 2012, the Regents' Fund consisted of 231 individual funds. The funds, under the governance of The Board of Regents of The University of Oklahoma, are preserved through investment and spending strategies that provide a balance between reasonable current income and long-term growth. Future growth is needed to offset the impact of inflation and to maintain purchasing power for future generations.

**I. Policy Information**

- Highlights of the "Statement of Investment Policy" are described below.

**Target Asset Allocation**

Asset Class	Minimum %	Target %	Maximum %
Global Equities	65%	70%	75%
Fixed Income	20%	25%	30%
Alternative Investments	0%	0%	5%
Cash Equivalents	0%	5%	10%

**Performance Measurement and Objectives**

The CIF is a long-term portfolio and should be judged with a long-term perspective. While short-term performance measures are meaningful with respect to due diligence and periodic monitoring of the fund, the performance of the CIF will be judged with the longest time horizon perspective in mind.

**Absolute Return Objective** - which shall be measured in real (i.e., net of inflation) rate-of-return terms and shall have the longest time horizon for measurement;

The Absolute Return Objective of the CIF is to seek an average total semi-annual return equal to CPI and other costs plus 5%.

**Relative Return Objective** - which shall be measured as time-weighted rates of return versus market index benchmarks; and,

**Comparative Return Objective** - which shall measure performance as compared to a universe of similar investment funds.

**Rebalancing**

It is the University's general policy to rebalance to its target asset allocation on a uniform and timely basis. The method of rebalancing will be based on the "tolerance" rebalancing formula, which generally states that the portfolio will be rebalanced if the target asset allocation goes beyond the stated tolerance for any particular asset class. Management is required to direct the investment manager to rebalance the portfolio within 30 days following the end of the month during which the fund was first determined to be out of balance.

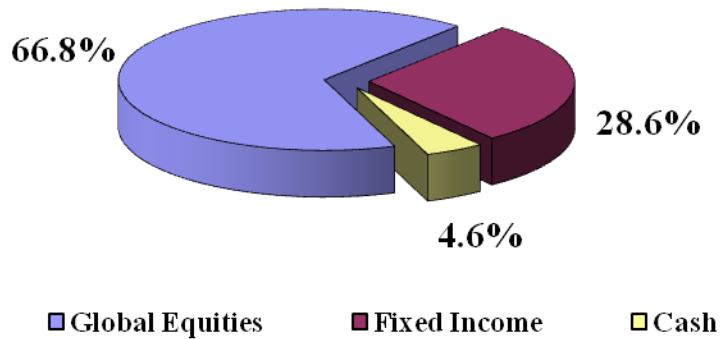
## II. Market Value

The total net market value of the Regents' Fund at June 30, 2012 was approximately \$110.9 million, a \$0.3 million (0.3%) increase from June 30, 2011.

## III. Consolidated Investment Fund

- **Asset Allocation**

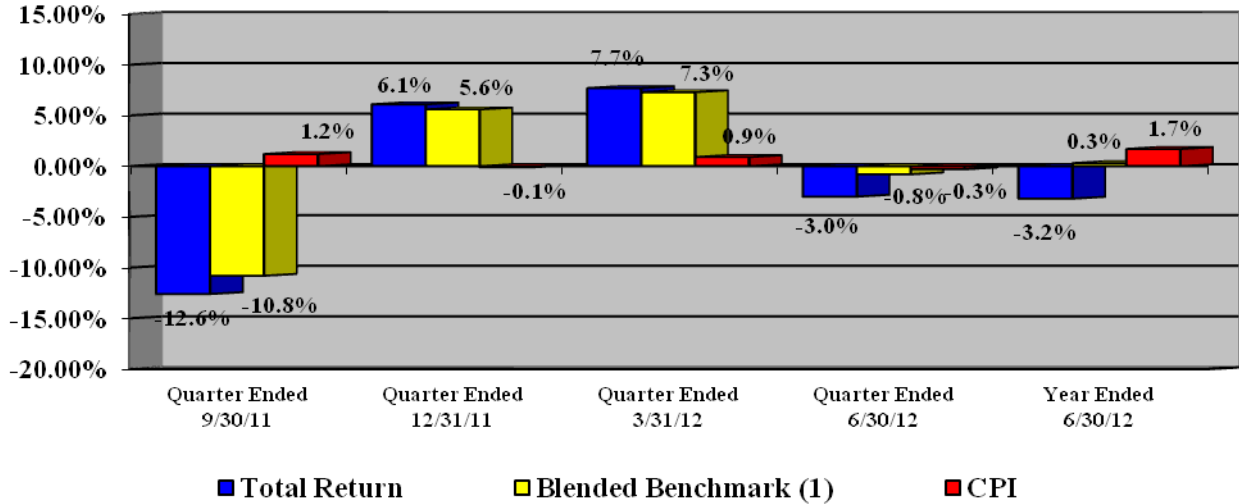
Cash and investments held by the CIF at June 30, 2012, had a market value of approximately \$79.8 million, a \$3.8 million (4.5 %) increase from June 30, 2011. Of the \$79.8 million, \$740,000 was held locally for working capital purposes, and \$79.1 million was managed by Adams Hall Asset Management LLC, Investment Management Fiduciary. The asset allocation of the CIF's cash and investments managed by Adams Hall Asset Management LLC, Investment Management Fiduciary, is summarized below.



• **CIF Performance**

- As illustrated below, the total return on the CIF for the year ended June 30, 2012 of -3.2% trailed the blended benchmark of 0.3% by 350 basis points.

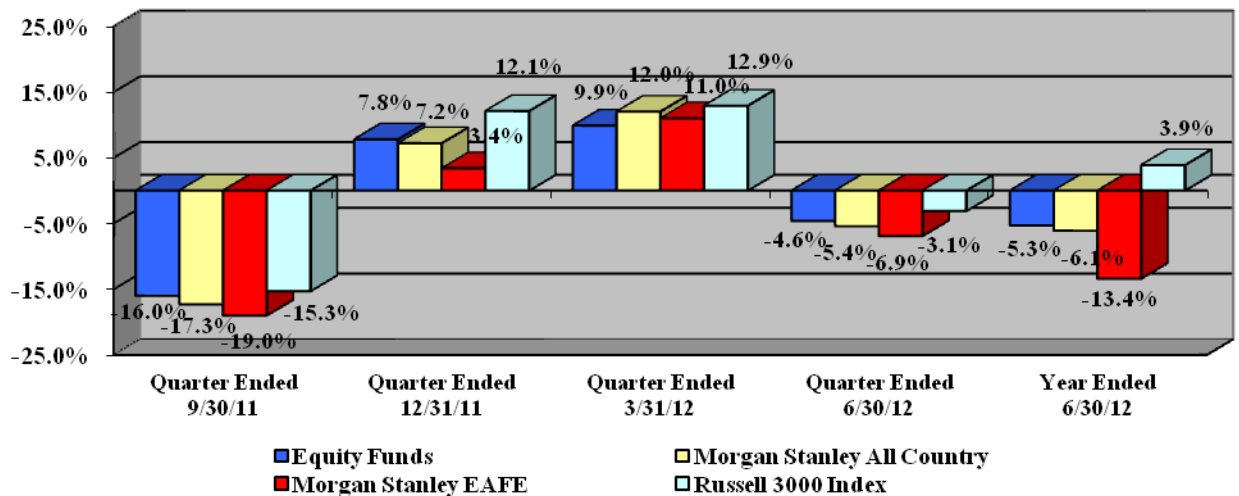
**Total CIF**



- (1) The blended benchmark is a composite of indices represented by the Russell 3000, the Salomon Bros. 91-day Treasury Bill, the Barclays Capital Intermediate Government Bond Index, and the MSCI EAFE Equity Index.

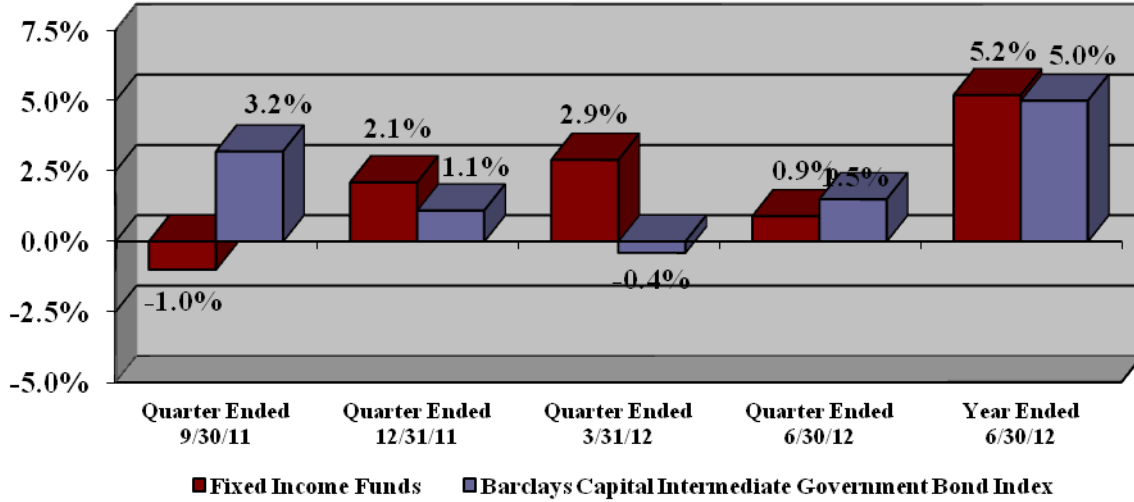
- The Total Equity return for the year ended June 30, 2012 of -5.3% exceeded the blended benchmark of -6.1% by 80 basis points.

**CIF Equity Funds**



- The Fixed Income return for the year ended June 30, 2012 of 5.2% exceeded the Barclays Capital Intermediate Government Bond Index of 5.0% by 20 basis points.

### CIF Fixed Income Funds

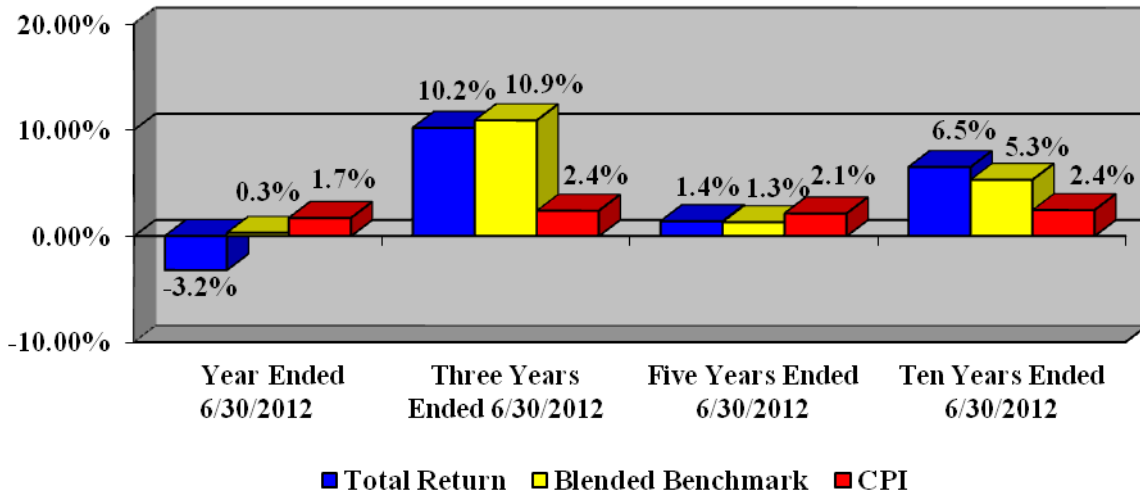




• **Historical Performance (1, 3, 5, and 10 Years)**

- In accordance with the Regents’ Fund “Statement of Investment Policy,” returns for one, three, five and ten years are presented below.
- Adams Hall Asset Management LLC has served as the Regents’ Fund Investment Management Fiduciary since July 1, 2000. During Adams Hall tenure, the CIF has returned 4.5%, which exceeds the blended benchmark of 2.9%.
- During the ten years ended June 30, 2012, the net assets of the CIF increased by approximately \$40.1 million, which represents an annualized increase of 7.2%.

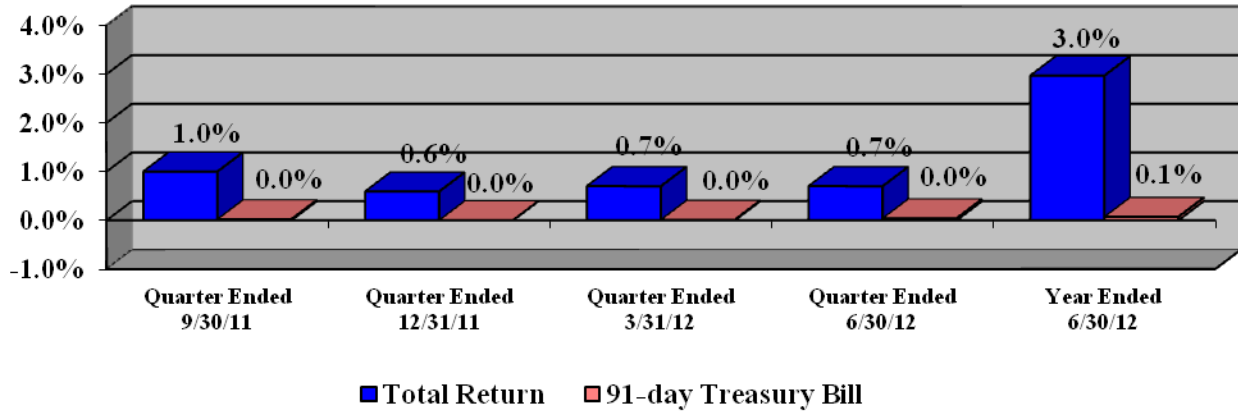
**Total CIF**



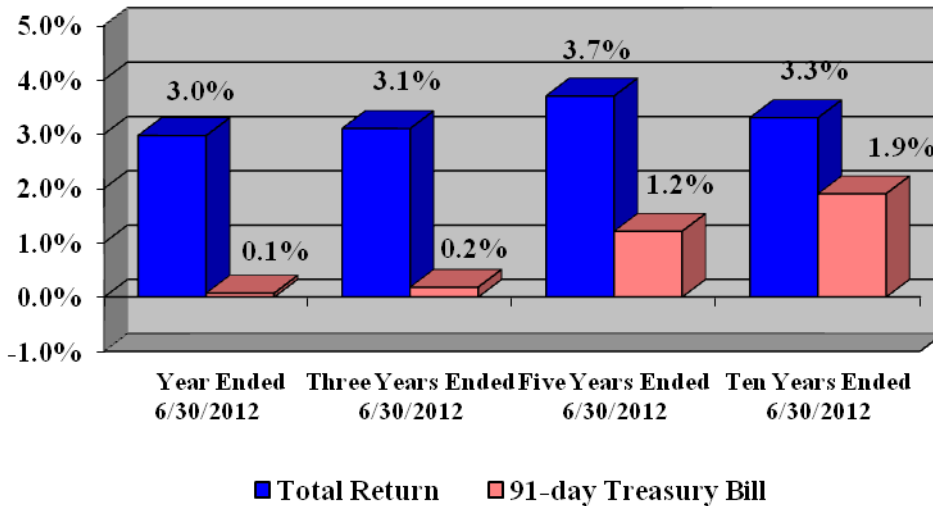
**IV. Short Term Investment Fund Performance**

- The market value of the STIF at June 30, 2012 was approximately \$31.5 million, a \$9.0 million (39.8%) increase from June 30, 2011.
- As indicated below, the total return on the STIF for the year ended June 30, 2012 of 3.0% exceeded the 91-day Treasury Bill rate of 0.1% by 290 basis points.

**Total STIF**



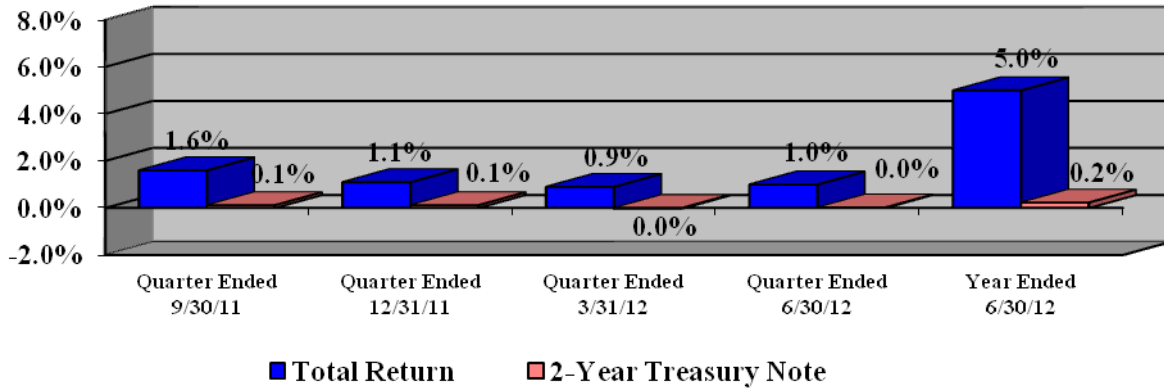
- Returns for one, three, five and ten years are presented below.



**V. Intermediate Term Investment Fund Performance**

- The market value of the ITIF at June 30, 2012 was approximately \$6.9 million, a \$318,000 (4.8%) increase from June 30, 2011.
- As indicated below, the total return on the ITIF for the year ended June 30, 2012 of 5.0% exceeded the 2-Year Treasury Note rate of 0.2% by 480 basis points.

**Total ITIF**



**VI. Revenues and Expenditures**

During the year ended June 30, 2012, recognized revenues of \$18.3 million exceeded expenditures of \$18.0 million resulting in a net increase to market value of approximately \$0.3 million. This increase is primarily attributable to contributions.

<b>Revenues</b>	<b>2012</b>	<b>2011</b>
Cash Gifts	\$ 19,194,312	\$ 7,320,343
Interest	780,203	1,139,275
Oil and Gas Royalties	518,013	246,499
Other Income	234,134	71,036
Investment Income	(2,415,712)	15,254,294
Total Revenues	<u>18,310,950</u>	<u>24,031,447</u>
<b>Expenditures</b>		
Athletic Support	13,026,648	16,138,383
Academic Enhancement Allocation	1,620,014	1,601,121
Departmental Support	1,502,180	2,045,370
Scholarships	1,422,753	1,362,536
Investment Fees	211,634	196,406
Operating Support	171,621	139,734
Other Expenditures	7,201	116,150
Total Expenditures	<u>17,962,051</u>	<u>21,599,700</u>
Net Change in Market Value	<u>\$ 348,899</u>	<u>\$ 2,431,747</u>

**VII. Cash Gifts and Athletic Contributions**

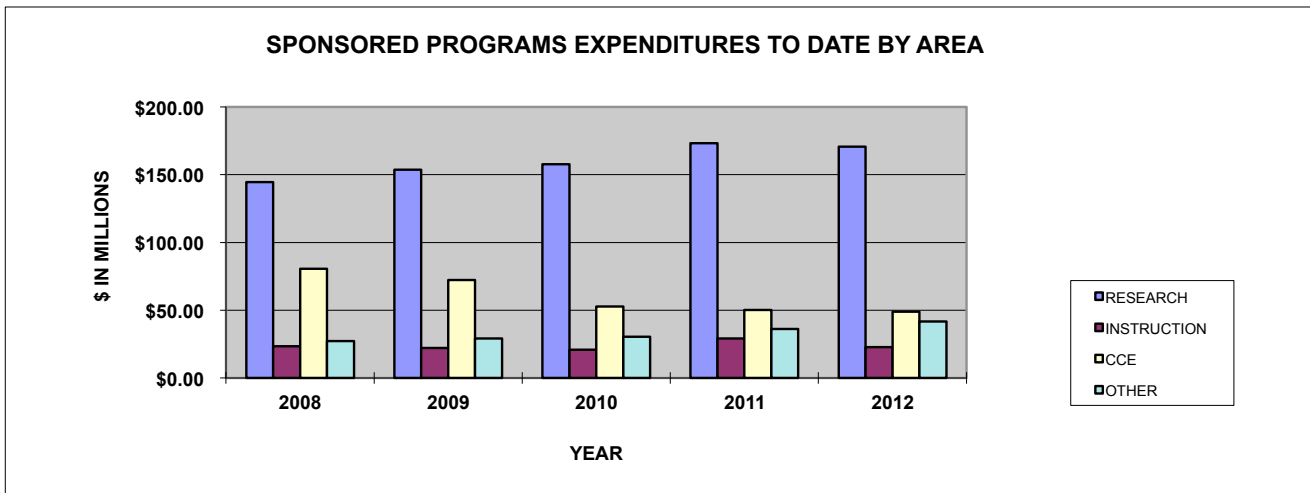
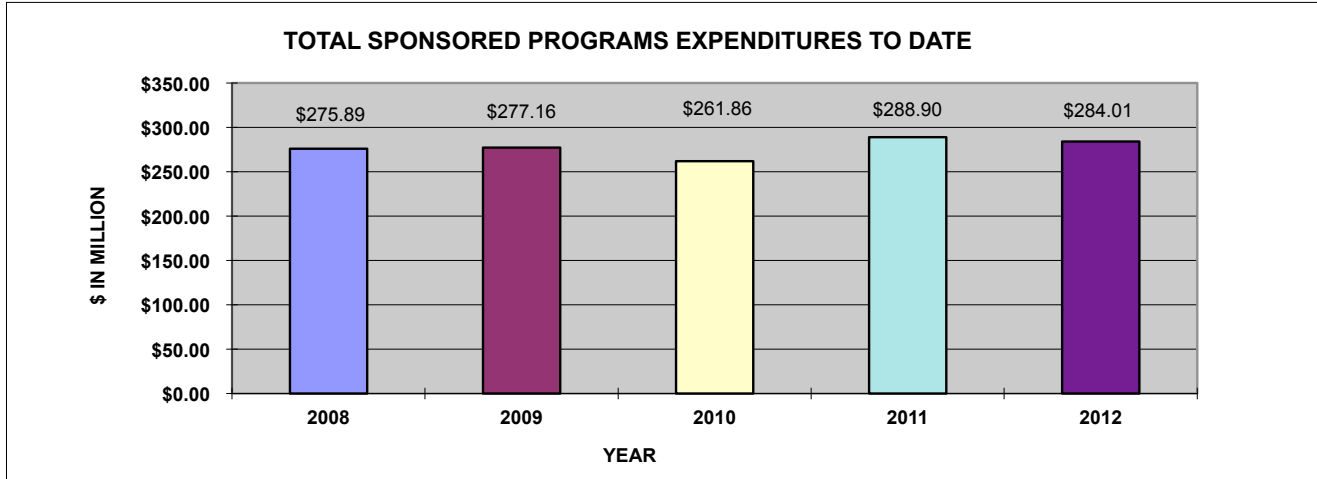
The following cash gifts and contributions were received during the year ended June 30, 2012.

• Athletic Seating Priorities Program	\$ 15,410,184
• A gift from the estate of Mildred Nichols Hamilton Revocable Trust for the establishment of a Scholarship Fund to benefit female undergraduate students in the Gaylord College of Journalism and Mass Communication	915,463
• A gift from the Rath Foundation for the benefit of the Rath Scholarship Fund for students at the Price College of Business	658,966
• A gift from University Hospitals Authority & Trust/College of Medicine for the establishment of programs and to provide support to the Anne and Henry Zarrow School of Social Work within the College of Arts & Sciences	500,000
• A gift from Corix Water Utilities, Inc. in support of the Corix Endowed Chair for Water and Sustainability at the National Weather Center	400,000
• A gift from the estate of Helen Lee Riddle for the establishment of the Helen Lee Riddle Health and Exercise Science Fund for benefit of the College of Arts & Sciences	187,500
• A gift from the estate of Helen Lee Riddle for the establishment of the Helen Lee Riddle Sociology Fund for benefit of the College of Arts & Sciences	187,500
• A gift from the estate of Helen Lee Riddle for the establishment of the Helen Lee Riddle Psychology Fund for benefit of the College of Arts & Sciences	187,500
• A gift from the estate of Helen Lee Riddle for the establishment of the Helen Lee Riddle Instructional Leadership and Academic Curriculum Fund for benefit of the College of Education	187,500
• A gift from James and Jeannie Dodson for the benefit of the James & Jeannie Dodson Endowed Scholarship Fund	100,000
• A gift from the Oklahoma Energy Resources Board (OERB) for the benefit of the OERB Scholarship Fund for Energy Management	75,000
• Proceeds derived from the sale of property received previously as a gift from the Linda Lee Wallace Revocable Trust for the sole benefit and use of the Kessler Farm Field Laboratory .	62,530

September 19-20, 2012

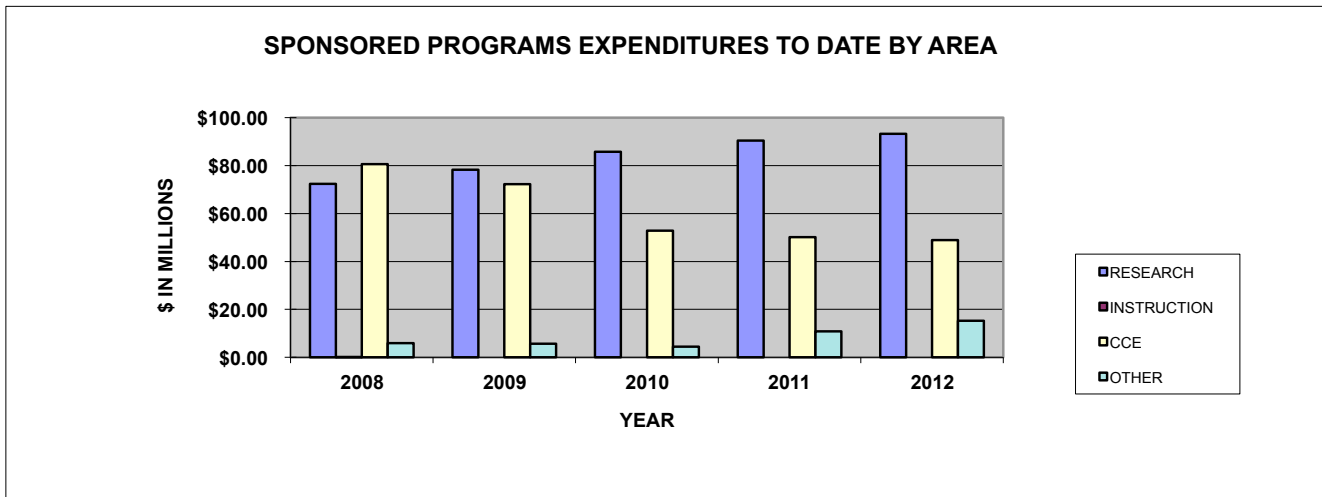
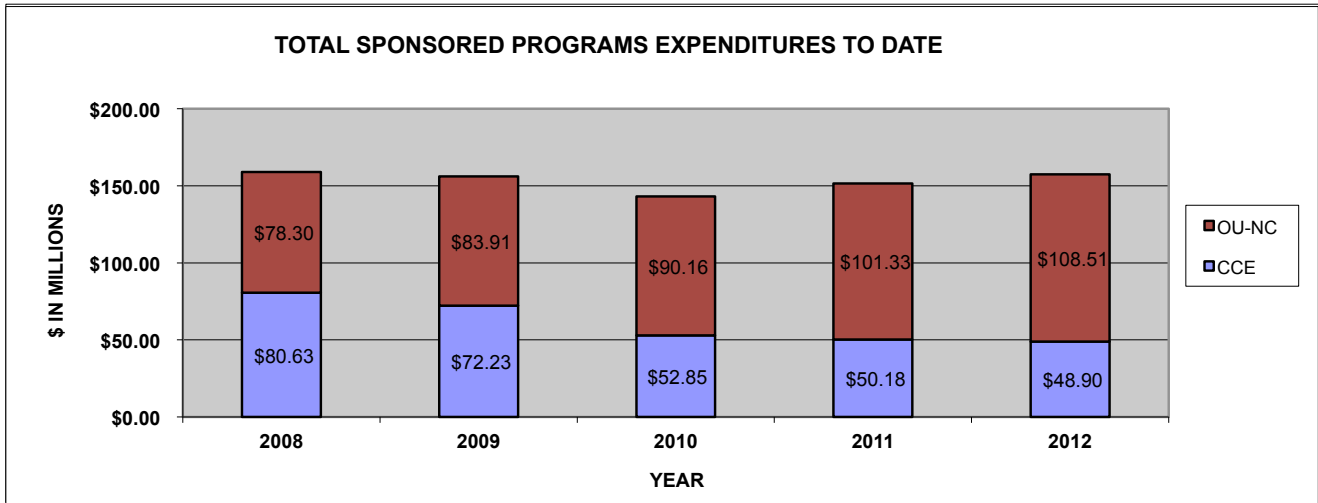
• Share of Executive Education Partnership Program for the benefit of the College of Business Support Fund	48,683
• Gifts from the Dexter Johnson Education & Benevolent Trust for the establishment of a Scholarship Fund by the same name	30,000
• A gift from Newman's Own Foundation for the benefit of the General Student Loan Fund	25,000
• A gift from the Edwin Kessler III for the sole benefit and use of the Kessler Farm Field	17,500
• A gift from the Alumni Association for establishment of a Sooner Heritage Commencement Scholars Fund	15,000
• A gift from Stephen C. Pugh for the benefit of the Vice President for Development Support Fund	11,250
• A gift from Virginia L. Kanaly for benefit of the E. Deane Kanaly Lecture Series Fund for the Price College of Business	10,000
• Various gifts under \$10,000	164,736
TOTAL CASH GIFTS AND ATHLETIC CONTRIBUTIONS	<u>\$ 19,194,312</u>

HEALTH SCIENCES CENTER AND NORMAN CAMPUS



	FY 2012 YEAR	YEAR %CHANGE	FY 2011 YEAR	2012 MAY	MONTH %CHANGE	2011 MAY
RESEARCH	\$ 170,761,358	-1.47%	\$ 173,316,407	\$ 18,174,520	-14.20%	\$ 21,182,044
INSTRUCTION	\$ 22,742,341	-22.19%	\$ 29,228,542	\$ 1,920,690	-68.47%	\$ 6,091,156
CCE	\$ 48,901,616	-2.56%	\$ 50,184,029	\$ 4,520,610	9.61%	\$ 4,124,273
OTHER	\$ 41,605,811	15.02%	\$ 36,172,776	\$ 3,338,784	120.69%	\$ 1,512,853
<b>TOTAL</b>	<b>\$ 284,011,126</b>	<b>-1.69%</b>	<b>\$ 288,901,754</b>	<b>\$ 27,954,604</b>	<b>-15.06%</b>	<b>\$ 32,910,326</b>

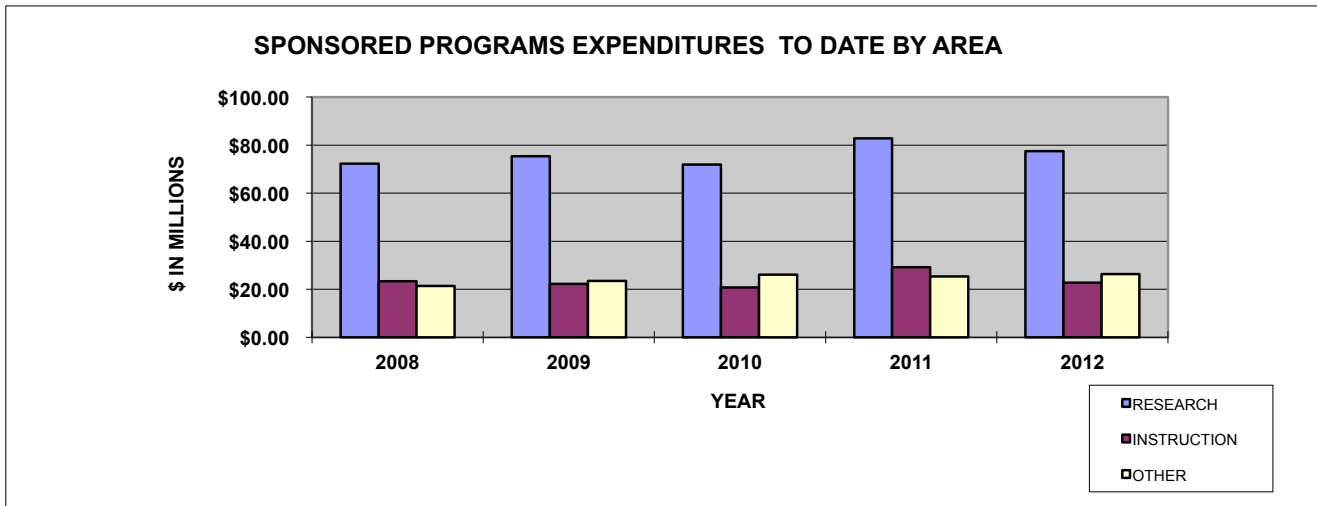
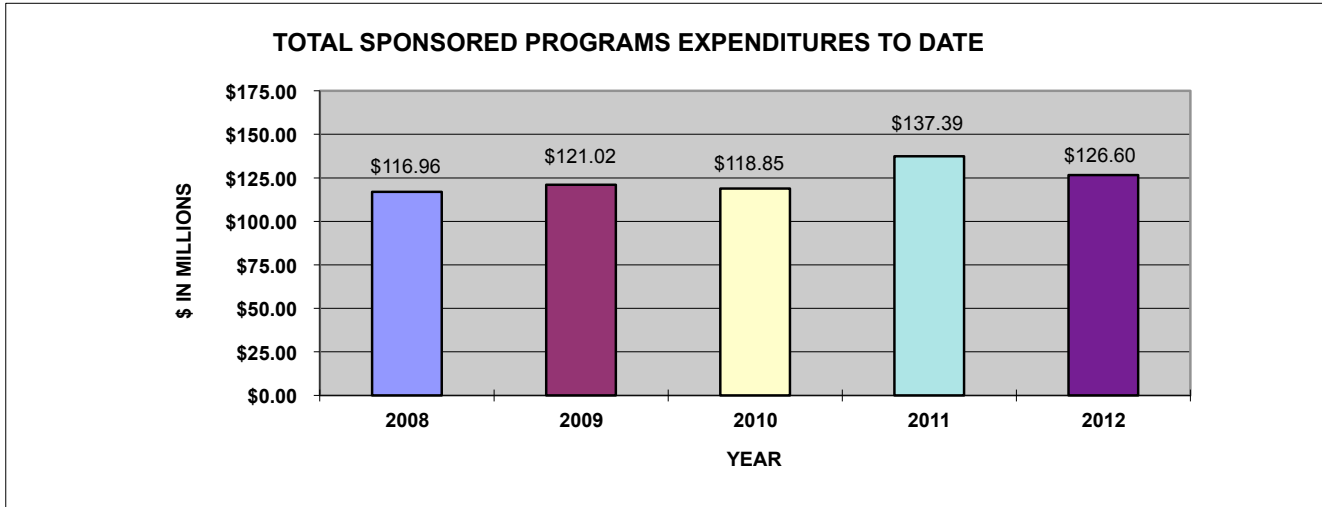
## NORMAN CAMPUS



	FY 2012 YEAR	YEAR %CHANGE	FY 2011 YEAR		2012 MAY	MONTH %CHANGE	2011 MAY
RESEARCH	\$ 93,228,020	3.08%	\$ 90,442,043		\$ 10,738,433	4.14%	\$ 10,311,479
INSTRUCTION	\$ -	-	\$ -		\$ -	-	\$ -
CCE	\$ 48,901,616	-2.56%	\$ 50,184,029		\$ 4,520,610	9.61%	\$ 4,124,273
OTHER	\$ 15,283,745	40.43%	\$ 10,883,669		\$ 904,903	206.52%	\$ 295,223
<b>TOTAL</b>	<b>\$ 157,413,381</b>	<b>3.90%</b>	<b>\$ 151,509,741</b>		<b>\$ 16,163,946</b>	<b>9.73%</b>	<b>\$ 14,730,975</b>



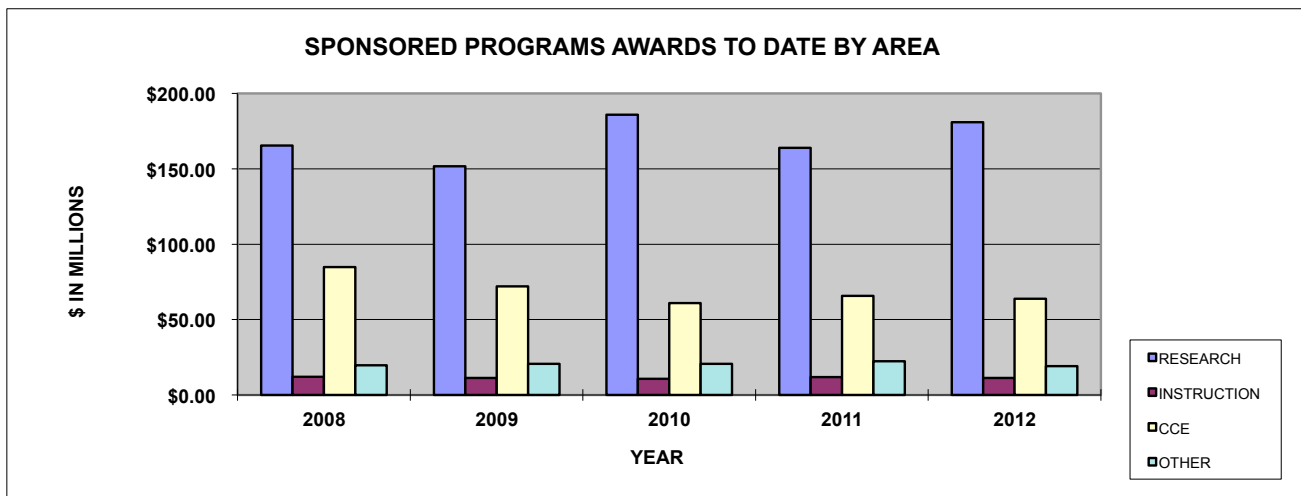
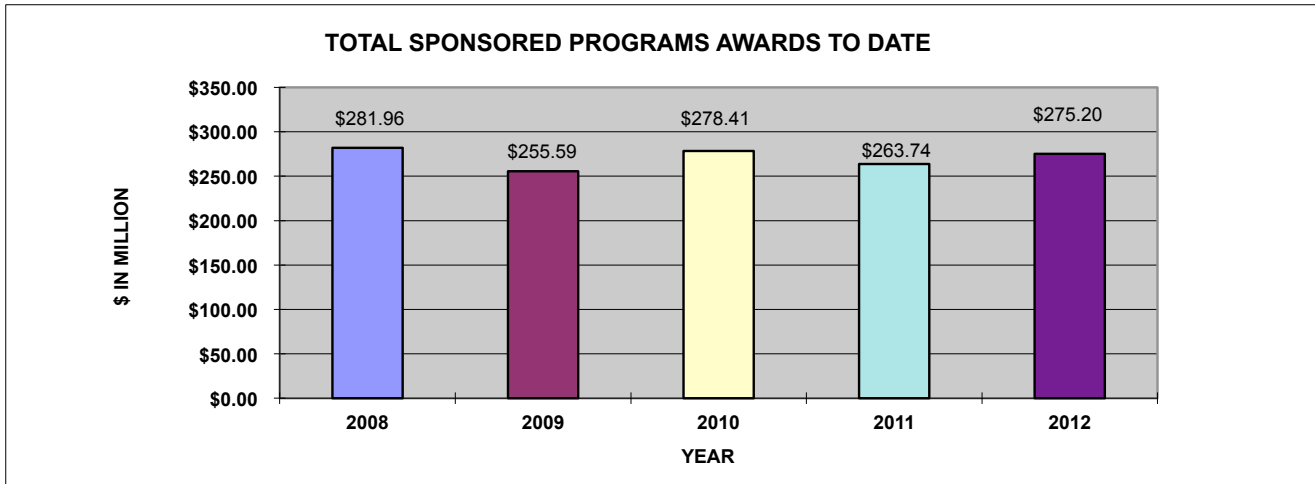
HEALTH SCIENCES CENTER



	FY 2012 YEAR	YEAR %CHANGE	FY 2011 YEAR	2012 MAY	MONTH %CHANGE	2011 MAY
RESEARCH	\$ 77,533,338	-6.44%	\$ 82,874,364	\$ 7,436,087	-31.59%	\$ 10,870,565
INSTRUCTION	\$ 22,742,341	-22.19%	\$ 29,228,542	\$ 1,920,690	-68.47%	\$ 6,091,156
OTHER	\$ 26,322,066	4.08%	\$ 25,289,107	\$ 2,433,881	99.89%	\$ 1,217,630
<b>TOTAL</b>	<b>\$ 126,597,745</b>	<b>-7.86%</b>	<b>\$ 137,392,013</b>	<b>\$ 11,790,658</b>	<b>-35.14%</b>	<b>\$ 18,179,351</b>

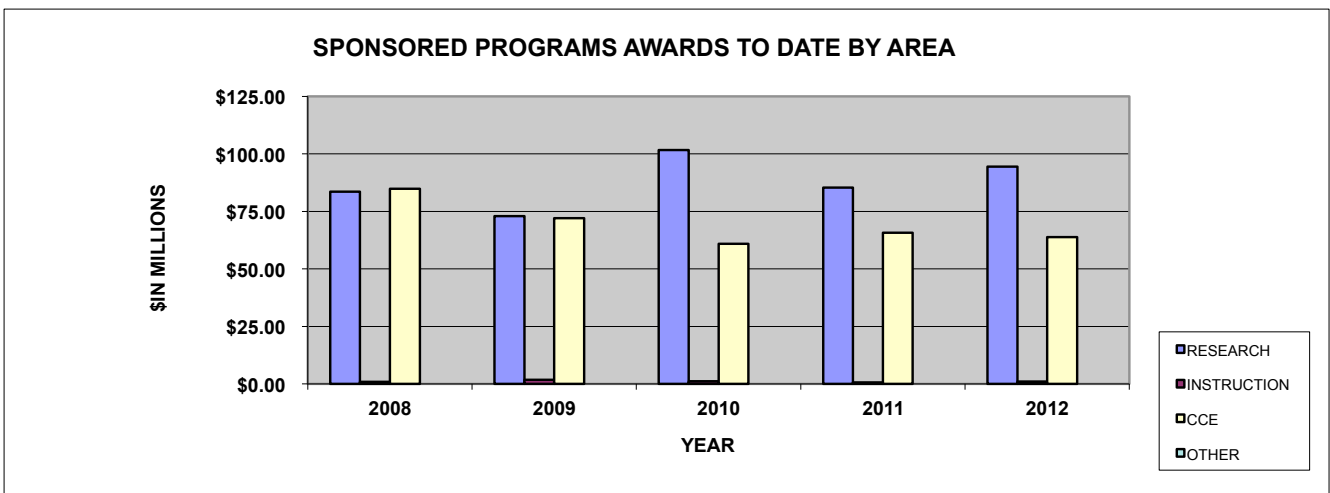
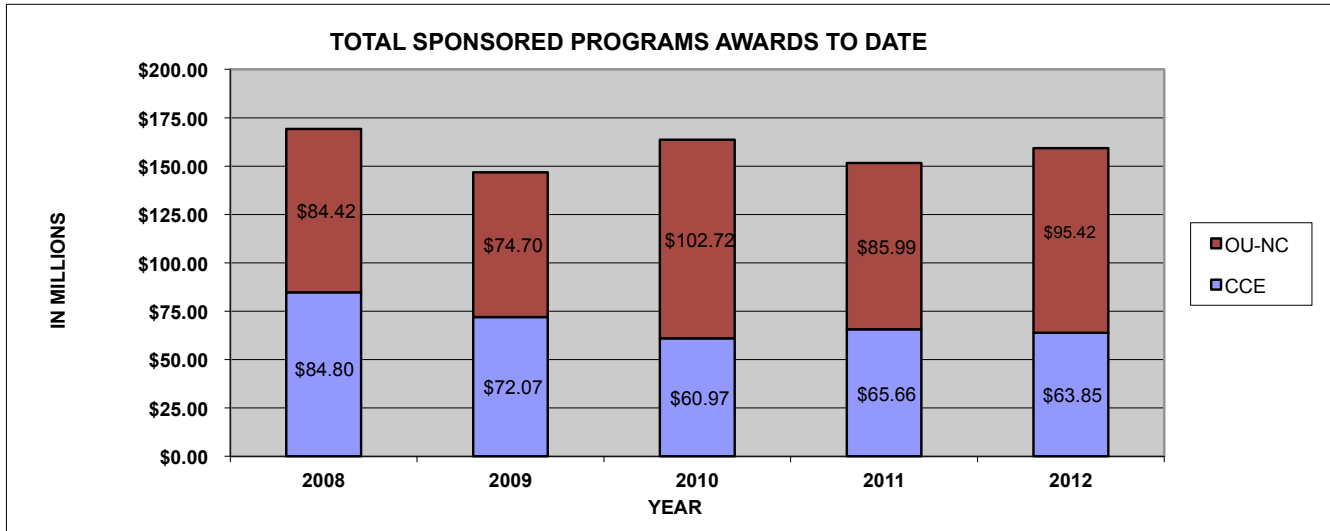
HEALTH SCIENCES CENTER

NORMAN CAMPUS AND HEALTH SCIENCES CENTER



	FY 2012 YEAR	YEAR %CHANGE	FY 2011 YEAR	2012 JUNE	MONTH %CHANGE	2011 JUNE
RESEARCH	\$ 180,917,488	10.39%	\$ 163,892,032	\$ 20,298,965	25.38%	\$ 16,189,406
INSTRUCTION	\$ 11,284,534	-4.83%	\$ 11,857,659	\$ 145,267	0.00%	\$ -
CCE	\$ 63,850,837	-2.76%	\$ 65,661,275	\$ 15,279,040	204.50%	\$ 5,017,748
OTHER	\$ 19,148,194	-14.26%	\$ 22,333,675	\$ 1,000,011	11787.91%	\$ 8,412
<b>TOTAL</b>	<b>\$ 275,201,053</b>	<b>4.34%</b>	<b>\$ 263,744,641</b>	<b>\$ 36,723,283</b>	<b>73.10%</b>	<b>\$ 21,215,566</b>

NORMAN CAMPUS



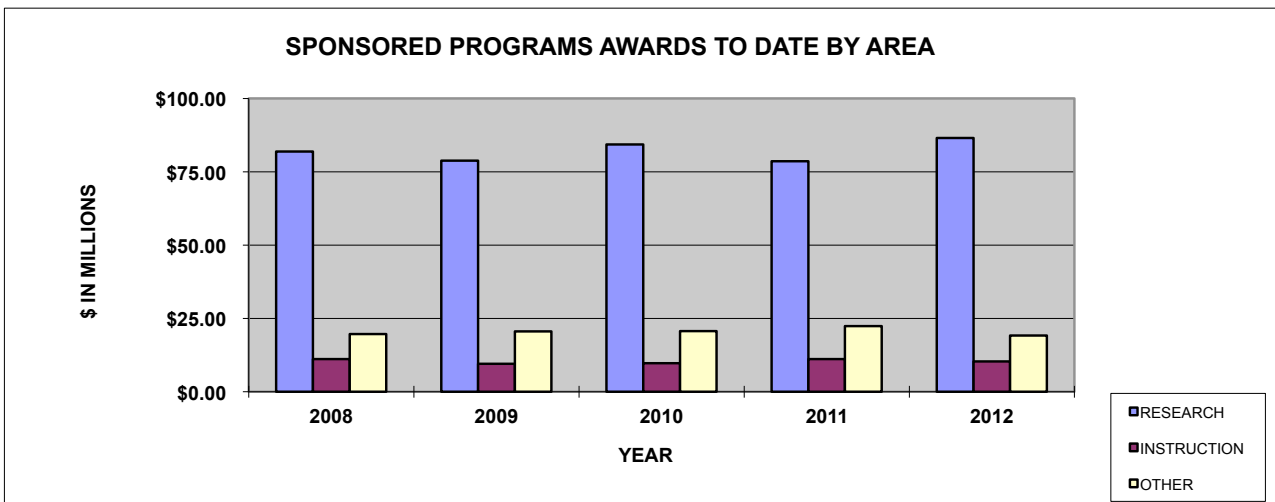
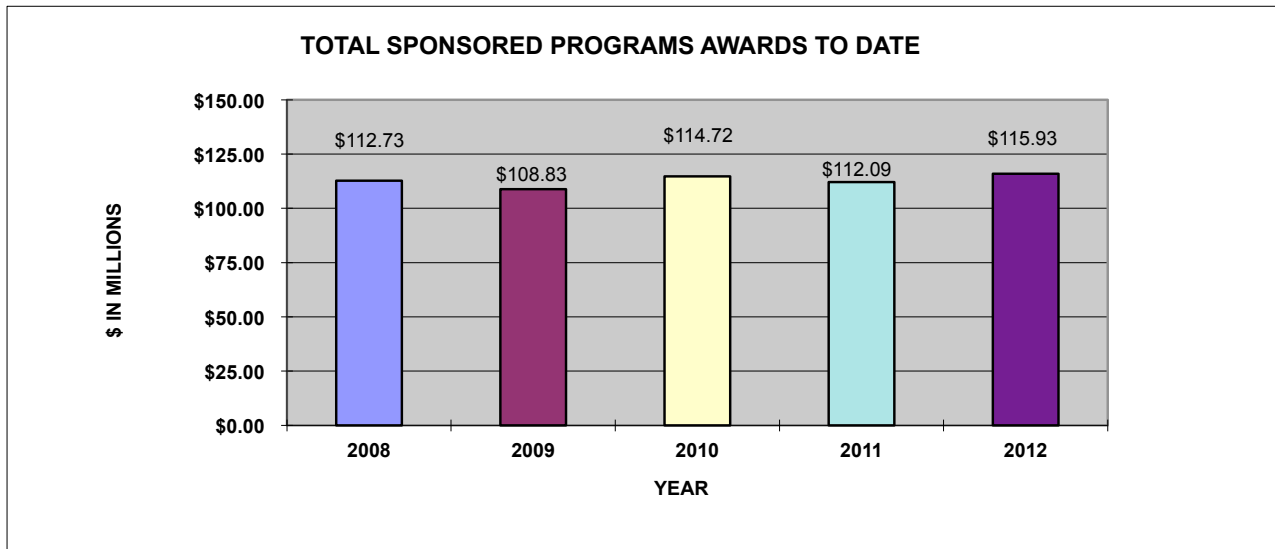
	FY 2012 YEAR	YEAR %CHANGE	FY 2011 YEAR		2012 JUNE	MONTH %CHANGE	2011 JUNE
RESEARCH	\$ 94,451,347	10.75%	\$ 85,280,886		\$ 12,582,946	60.08%	\$ 7,860,599
INSTRUCTION	\$ 966,918	36.54%	\$ 708,152		\$ -	-	\$ -
CCE	\$ 63,850,837	-2.76%	\$ 65,661,275		\$ 15,279,040	204.50%	\$ 5,017,748
<b>TOTAL</b>	<b>\$ 159,269,102</b>	<b>5.02%</b>	<b>\$ 151,650,313</b>		<b>\$ 27,861,986</b>	<b>116.35%</b>	<b>\$ 12,878,347</b>

NORMAN CAMPUS

**NORMAN CAMPUS  
REPORT OF CONTRACTS AWARDED (OVER \$250K)  
MAY and JUNE 2012**

<b>AWD #</b>	<b>AGENCY</b>	<b>TITLE</b>	<b>VALUE</b>	<b>PERIOD</b>	<b>PI(S)</b>
115358400	OK-DHS	Child Welfare Professional Development Program FY13	\$1,354,909	12 Mons.	Baker, D - CCE ASCWPEP
115208700	OK-DHS	OSIS FY13	\$1,629,150	12 Mons.	Funston, B - CCE CSCPM
115208500	OK-DHS	OSIS Policy FY13	\$911,561	12 Mons.	Funston, B - CCE CSCPM
115207900	OK-DHS	IT HELP DESK FY12	\$1,059,253	12 Mons.	Funston, B - CCE CSCPM
115208600	OK-DHS	OCSS OUTREACH FY13	\$2,501,893	12 Mons.	Funston, B - CCE CSCPM
115208000	OK-DHS	SATTRN FY13	\$7,253,662	12 Mons.	Funston, B - CCE CSCPM
115208100	OK-DHS	Abuse & Neglect Hotline FY13	\$524,068	12 Mons.	Funston, B - CCE CSCPM
120250	NSF	Winter Precipitation Microphysics with Polarimetric Radar and Explicit Modeling	\$370,256	36 Mons.	Ryzhkov, A - CIMMS
<b>TOTAL</b>	<b>8</b>		<b>\$15,604,752</b>		

## HEALTH SCIENCES CENTER



	FY 2012 YEAR	YEAR %CHANGE	FY 2011 YEAR	2012 JUNE	MONTH %CHANGE	2011 JUNE
RESEARCH	\$ 86,466,141	9.99%	\$ 78,611,146	\$ 7,716,019	-7.36%	\$ 8,328,807
INSTRUCTION	\$ 10,317,616	-7.46%	\$ 11,149,507	\$ 145,267	0.00%	\$ -
OTHER	\$ 19,148,194	-14.26%	\$ 22,333,675	\$ 1,000,011	11787.91%	\$ 8,412
<b>TOTAL</b>	<b>\$ 115,931,951</b>	<b>3.42%</b>	<b>\$ 112,094,328</b>	<b>\$ 8,861,297</b>	<b>6.29%</b>	<b>\$ 8,337,219</b>

## HEALTH SCIENCES CENTER

**HEALTH SCIENCES CENTER****REPORT OF CONTRACTS AWARDED (OVER \$250K)**

MAY 2012

<b>AWARD NO.</b>	<b>AGENCY</b>	<b>TITLE</b>	<b>VALUE</b>	<b>PERIOD</b>	<b>PI(S)</b>
20072396	Natl Inst Allergy & Infectious Diseases	Haemophilus Influenzae Iron/Heme Regulon	323,066	60 mos.	Stull, Terrence Pediatrics - Administration
20090027	National Heart, Lung and Blood Institute	Autoimmune Determinants of Human Cardiac Myosin	548,873	46 mos.	Cunningham, Phina M Micro&Immun Grants/SPNSR funds
20100788	Sarah Cannon Research Institute	Research Site Development and Services	687,414	25 mos.	McMeekin, Scott SOCC Clinical Trials Office
20110657	National Cancer Institute	ETV1 and JMJD2 Demethylases in Prostate Cancer	307,100	22 mos.	Janknecht, Ralf Gregor Cell Biology
20111570	Natl Inst of General Medical Sciences	Structural and Functional Specificity of Rab GTPases	279,729	9 mos.	Li, Guangpu Biochemistry & Molec Biology
20112488	HIV/AIDS Bureau	Ryan White Part C Early Intervention Services (EIS) Prog	445,577	12 mos.	Salvaggio, Michelle R Medicine - Infectious Disease
20120818	Aastrom Biosciences, Inc.	A Multicenter, Randomized, Double-Blind, Placebo-Control	1,652,811	36 mos.	Saucedo, Jorge Medicine - Cardiology
20121334	National Center for Research Resources	Oklahoma IDeA Network of Biomedical Research Excellence	3,574,481	12 mos.	Akins, Darrin Randal Micro&Immun Grants/SPNSR funds
<b>TOTALS:</b>	<b>8</b>		<b>7,819,051</b>		

**HEALTH SCIENCES CENTER****REPORT OF CONTRACTS AWARDED (OVER \$250K)**

JUNE 2012

<b>AWARD NO.</b>	<b>AGENCY</b>	<b>TITLE</b>	<b>VALUE</b>	<b>PERIOD</b>	<b>PI(S)</b>
20072033	National Center for Research Resources	Baboon Research Resource Program	1,282,092	12 mos.	White,Gary Lynn Comparative Medicine
20090760	National Eye Institute	Lipid Metabolism in the Retina	485,347	48 mos.	Anderson,Robert E Ophthalmology
20092016	Natl Inst Neurological Disorder & Stroke	EFE CAB: Improving Pig Management to Prevent Epilepsy in	493,518	36 mos.	Carabin,Helene Dept. of Biostatistics & Epid
20100038	Natl Ctr Minority Health & Health Dispar	Metabolic Signals Regulating GLUT4 Expression In Vivo	290,695	36 mos.	Olson,Ann Louise Biochemistry & Molec Biology
20100786	National Eye Institute	Mechanism of Cone Degeneration Resulting from CNG	355,200	35 mos.	Ding,Xi-Qin Cell Biology
20100788	Sarah Cannon Research Institute	Research Site Development and Services	1,133,730	37 mos.	McMeekin,Scott SOCC Clinical Trials Office
20110005	National Heart, Lung and Blood Institute	Biologic Evaluation of Liposome-Encapsulated Hemoglobin	370,000	24 mos.	Awasthi,Vibhudutta Pharmaceutical Sci Sponsored
20110055	Natl Inst Allergy & Infectious Diseases	The Neuroimmunology of Viral Infection	367,939	24 mos.	Carr,Daniel J Ophthalmology
20110549	National Eye Institute	P30-Center Core Grant for Vision Research	500,275	12 mos.	Anderson,Robert E Ophthalmology
20112479	Food and Drug Administration	Direct Discovery of HLA-Associated Influenza Epitopes	400,000	12 mos.	Hildebrand,William H Micro&Immun Grants/SPNSR funds
20120968	Baxter Healthcare Corporation	A Phase 3 Randomized, Double-blind, Placebo-Controlled S	397,440	37 mos.	Hershey,Linda Ann Neurology
20121534	Yale University	Assessment of Multiple Intrauterine Gestations from Ovar	353,314	22 mos.	Hansen,Karl Richard Cntr for Rsch in Women's Healt
20121934	Oklahoma State Department of Education	Assistive Technology Program for Oklahoma Public Schools	580,767	12 mos.	Olson,Stefanie Jo Ok. Assistive Techn. Center
20121961	Oklahoma Department of Human Services	Sooner SUCCESS	297,035	12 mos.	Wolraich,Mark Peds - Developmental Pediatric
<b>TOTALS:</b>	<b>14</b>		<b>7,307,352</b>		

THE UNIVERSITY OF OKLAHOMA 2013 RATES (in \$)

Tier 1 \$30,000 or below	Employee Only			Employee and Children			Employee and Spouse			Employee and Family		
	Employee Cost	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost	OU Cost	Rate
BC PPO	-	434.32	434.32	225.52	599.66	825.18	323.52	718.78	1,042.30	429.70	851.50	1,281.20
BC HMO	(3.54)	434.32	430.78	218.84	599.66	818.50	315.10	718.78	1,033.88	419.30	851.50	1,270.80
BC CDHP	(16.56)	434.32	417.76	194.04	599.66	793.70	283.82	718.78	1,002.60	380.84	851.50	1,232.34
Tier 2 \$30,000.01 to \$41,999.99	Employee Only			Employee and Children			Employee and Spouse			Employee and Family		
	Employee Cost	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost	OU Cost	Rate
BC PPO	20.58	413.74	434.32	241.20	583.98	825.18	363.24	679.06	1,042.30	498.76	782.44	1,281.20
BC HMO	17.04	413.74	430.78	234.52	583.98	818.50	354.82	679.06	1,033.88	488.36	782.44	1,270.80
BC CDHP	4.02	413.74	417.76	209.72	583.98	793.70	323.54	679.06	1,002.60	449.90	782.44	1,232.34



Tier 3	Employee Only			Employee and Children			Employee and Spouse			Employee and Family		
	Employee Cost	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost	OU Cost	Rate
\$42,000 to \$59,999.99												
BC PPO	32.10	402.22	434.32	278.84	546.34	825.18	415.46	626.84	1,042.30	566.68	714.52	1,281.20
BC HMO	28.56	402.22	430.78	272.16	546.34	818.50	407.04	626.84	1,033.88	556.28	714.52	1,270.80
BC CDHP	15.54	402.22	417.76	247.36	546.34	793.70	375.76	626.84	1,002.60	517.82	714.52	1,232.34
Tier 4	Employee Only			Employee and Children			Employee and Spouse			Employee and Family		
	Employee Cost	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost	OU Cost	Rate
\$60,000 to \$99,999.99												
BC PPO	43.60	390.72	434.32	291.38	533.80	825.18	468.72	573.58	1,042.30	635.60	645.60	1,281.20
BC HMO	40.06	390.72	430.78	284.70	533.80	818.50	460.30	573.58	1,033.88	625.20	645.60	1,270.80
BC CDHP	27.04	390.72	417.76	259.90	533.80	793.70	429.02	573.58	1,002.60	586.74	645.60	1,232.34

Tier 5	Employee Only			Employee and Children			Employee and Spouse			Employee and Family		
	Employee Cost	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost	OU Cost	Rate
\$100,000 to \$184,999.99												
BC PPO	65.54	368.78	434.32	302.84	522.34	825.18	524.16	518.14	1,042.30	704.54	576.66	1,281.20
BC HMO	62.00	368.78	430.78	296.16	522.34	818.50	515.74	518.14	1,033.88	694.14	576.66	1,270.80
BC CDHP	48.98	368.78	417.76	271.36	522.34	793.70	484.46	518.14	1,002.60	655.68	576.66	1,232.34
Tier 6	Employee Only			Employee and Children			Employee and Spouse			Employee and Family		
	Employee Cost	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost \$	OU Cost	Rate	Employee Cost	OU Cost	Rate
\$185,000 and above												
BC PPO	88.52	345.80	434.32	312.26	512.92	825.18	580.56	461.74	1,042.30	760.90	520.30	1,281.20
BC HMO	84.98	345.80	430.78	305.58	512.92	818.50	572.14	461.74	1,033.88	750.50	520.30	1,270.80
BC CDHP	71.96	345.80	417.76	280.78	512.92	793.70	540.86	461.74	1,002.60	712.04	520.30	1,232.34

Delta Dental Rates											
	Employee			Employee & Spouse			Employee & Child(ren)			Employee & Family	
PLAN	Rate	Employee Cost		Rate	Employee Cost		Rate	Employee Cost		Rate	Employee Cost
Delta Basic	\$20.32	\$0.00		\$66.78	\$46.46		\$80.06	\$59.74		\$133.92	\$113.60
Delta Alternate	\$60.86	\$40.54		\$118.92	\$98.60		\$141.68	\$121.36		\$190.86	\$170.54

### ~~3.1.7 FINANCIAL CONFLICTS OF INTEREST-NORMAN CAMPUS~~

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#### ~~I. PURPOSE OF POLICY~~

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~~This policy addresses situations where there might be a potential financial conflict between a particular outside interest of a faculty or staff employee and the obligation that the employee owes to the University, such that an employee's profit or advantage may come, or reasonably appear to come, at the expense or well-being of the University.~~

~~The purpose of this policy is to aid in identifying apparent, actual, and potential financial conflicts of interest and assuring that such conflicts do not improperly affect the activities or professional conduct of the University or its employees. For purposes of this policy, the term University shall refer to the Norman Campus only.~~

~~It is not the intent of this policy to restrict legitimate work appropriate to the employee's profession or discipline, but only to provide the University with authority to take action that is appropriate, proportionate, and focused on substantial financial conflicts of interest that compromise an employee's professional judgment.~~

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#### ~~H. STATEMENT OF GENERAL POLICY~~

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~~The University is a public institution committed to the mission of teaching, research and creative/scholarly activity, and professional and University service and public outreach. To these ends, the University balances an assortment of principles: maintaining an atmosphere that promotes free and open scholarly inquiry; facilitating the transfer of information and technology for the benefit of the public; and serving as a prudent steward of public and private resources entrusted to it. Faculty and staff have a primary commitment to their basic University duties of teaching, research and creative/scholarly activity, and professional and University service and public outreach. These basic duties often limit outside activities. As a result, professional and personal activities may present financial conflict of interest situations which should be evaluated under the auspices of this and other applicable University policies.~~

~~Employee participation in outside professional, commercial, and *pro bono publico* activities can make important direct and indirect contributions to the strength and vitality of the University. Through participation in such activities, employees may add to knowledge and understanding that is relevant and useful to teaching and research within the University, develop sources of funding and support for~~

~~activities carried out in the University, and establish relationships valuable to the University. Because of its value to the University, its rewards for individual employees, and its contributions to the larger society of which the University is a part, the University recognizes that employee participation in outside professional, commercial, or *pro bono publico* activities is often appropriate.~~

~~Sound professional discretion is an integral part of the University's financial conflict of interest system. Any review of a potential financial conflict of interest will be undertaken in light of four general propositions:~~

~~First, financial conflicts of interest *per se* are inevitable and do not necessarily represent any impropriety by employees if disclosed in advance. Second, the failure to disclose a financial conflict of interest for administrative review and response would be a serious mistake for any employee, and may be a breach of this policy. Third, there is a presumption in favor of allowing employees to act in dual roles once the financial conflict of interest has been disclosed (prior written approval is required in cases of potential conflicts involving federal grants or contracts). Fourth, financial conflicts of interest may be so profound or~~

~~substantial that it would be best for all concerned if the employee did not participate in a particular transaction.~~

~~It is not possible to completely eliminate the potential for financial conflict of interest because there are certain rewards and incentives that are inherent or appropriate in the structure of a University enterprise. Such conflicts become detrimental when the potential temptations, financial or otherwise, undermine reasonable objectivity in the design, interpretation, and publication of research; setting University policies; managing contracts; selecting equipment and supplies; involving students in sponsored projects; or performing other roles in University governance in which objectivity and integrity are paramount. Furthermore, since allegations of financial conflicts of interest based on appearances can undermine public trust in ways that may not be adequately restored even when mitigating facts are brought to light, apparent financial conflicts should be avoided, when feasible and appropriate.~~

~~Other sections of this policy notwithstanding, it is the ongoing responsibility of the employee to abide by the provisions of all other applicable federal, state, and University laws and policies relating to financial conflicts of interest; to identify potential financial conflicts of interest; and to disclose and seek guidance on such matters from the appropriate vice president.~~

~~The full text of the Financial Conflicts of Interest – Norman Campus policy is included in the Norman Campus Faculty Handbook and the Staff Handbook.~~

~~(RM, 10-13-88, p. 20597; 1-16-89, p. 20834; 10-14-93, p. 23584; 9-26-95, p. 24570; 12-10-96, p. 25199; 9-11-01, p. 27693; 1-27-2004, p. 28924; 6-23-04, p. 29151)~~

### **3.1.7 Conflicts of Interest – Norman Campus**

#### **I. Purpose of Policy**

The purpose of this policy is to provide procedures and guidance for identifying, disclosing, and managing Conflicts of Interest to assure that such Conflicts do not improperly affect the activities or professional conduct of the University or its Employees. Appropriate disclosure, review, and management provide protection from legal liability and ethical criticism for Employees and the University.

#### **II. Statement of General Policy**

The University of Oklahoma is a public institution committed to the mission of teaching; research and creative/scholarly activity; professional and University service; and public outreach. To these ends, the University strives to maintain an atmosphere that promotes free, open, and objective scholarly inquiry and compatible professional interactions while recognizing its obligations and limitations as a public institution.

Conflicts of interest are not uncommon in a modern university. The University actively recruits and recognizes individuals with creative abilities who can contribute to interactions not only in the classroom and laboratory but also in the business community. There exist many opportunities to develop relationships with external organizations, public and private, that enhance one's professional competency, render valuable service to the community, and benefit the University. Such interactions and relationships can create conflicts of commitment or interest that must be governed in a manner consistent with institutional and public values. The existence of a conflict is often not clear-cut; however, an undisclosed or unmanaged conflict can irreparably damage reputations that may have taken a lifetime to establish, and thus impair the University's standing.

Accordingly, University Employees must be watchful that their relationships and activities do not create, or appear to create, unmanageable conflicts.

The full text of the Financial Conflicts of Interest –Norman Campus policy is included in the Norman Campus Faculty Handbook and the Staff Handbook.

(RM, 10-13-88, p. 20597; 1-16-89, p. 20834; 10-14-93, p. 23584; 9-26-95, p. 24570; 12-10-96, p. 25199; 9-11-01, p. 27693; 1-27-2004, p. 28924; 6-23-04, p. 29151, 9-19-2012 p.xxx)

## **FACULTY HANDBOOK (NORMAN CAMPUS)**

### **5.10**

#### **FINANCIAL CONFLICTS OF INTEREST POLICY – NORMAN CAMPUS**

##### **5.10.1**

###### **PURPOSE OF POLICY**

- (A) This policy addresses situations where there might be a potential financial conflict between a particular outside interest of a faculty or staff employee and the obligation that the employee owes to the University, such that an employees profit or advantage may come, or reasonably appear to come, at the expense or well-being of the University.
- (B) The purpose of this policy is to aid in identifying apparent, actual and potential financial conflicts of interest and assuring that such conflicts do not improperly affect the activities or professional conduct of the University or its employees. For purposes of this policy, the term University shall refer to the Norman Campus only.
- (C) It is not the intent of this policy to restrict legitimate work appropriate to the employee's profession or discipline, but only to provide the University with authority to take action that is appropriate, proportionate, and focused on substantial financial conflicts of interest that compromise an employee's professional judgment.

##### **5.10.2**

###### **STATEMENT OF GENERAL POLICY**

- (A) The University is a public institution committed to the mission of teaching, research and creative/scholarly activity, and professional and University service and public outreach. To these ends, the University balances an assortment of principles: maintaining an atmosphere that promotes free and open scholarly inquiry; facilitating the transfer of information and technology for the benefit of the public; and serving as a prudent steward of public and private resources entrusted to it. Faculty and staff have a primary commitment to their basic university duties of teaching, research, and creative/scholarly activity, and professional and University service and public outreach. These basic duties often limit outside activities. As a result, professional and personal activities may present financial conflict of interest situations which should be evaluated under the auspices of this and other applicable University policies.
- (B) Employee participation in outside professional, commercial and pro bono publico activities can make important direct and indirect contributions to the strength and vitality of the University. Through participation in such activities, employees may add to knowledge and understanding that is relevant and useful to teaching and research within the University, develop sources of funding and support for activities carried out in the University, and establish relationships valuable to the University. Because of its value to

the University, its rewards for individual employees, and its contributions to the larger society of which the University is a part, the University recognizes that employee participation in outside professional, commercial or pro bono publico activities is often appropriate.

- (C) Sound professional discretion is an integral part of the University's financial conflict of interest system. Any review of a potential financial conflict of interest will be undertaken in light of four general propositions.
- (D) First, financial conflicts of interest per se are inevitable, and do not necessarily represent any impropriety by employees if disclosed in advance. Second, the failure to disclose a financial conflict of interest for administrative review and response would be a serious mistake for any employee, and may be a breach of this policy. Third, there is a presumption in favor of allowing employees to act in dual roles once the financial conflict of interest has been disclosed. (Prior written approval is required in cases of potential conflicts involving federal grants or contracts). Fourth, financial conflicts of interest may be so profound or substantial that it would be best for all concerned if the employee did not participate in a particular transaction.
- (E) It is not possible to completely eliminate the potential for financial conflict of interest because there are certain rewards and incentives that are inherent or appropriate in the structure of a University enterprise. Such conflicts become detrimental when the potential temptations, financial or otherwise, undermine reasonable objectivity in the design, interpretation, and publication of research; setting University policies; managing contracts; selecting equipment and supplies; involving students in sponsored projects; or performing other roles in university governance in which objectivity and integrity are paramount. Furthermore, since allegations of financial conflicts of interest based on appearances can undermine public trust in ways that may not be adequately restored even when mitigating facts are brought to light, apparent financial conflicts should be avoided, when feasible and appropriate.
- (F) Other sections of this Policy notwithstanding, it is the ongoing responsibility of the employee to abide by the provisions of all other applicable federal, state, and University laws and policies relating to financial conflicts of interest; to identify potential financial conflicts of interest; and to disclose and seek guidance on such matters from the appropriate vice president.

**The text below is approved Regents Policy for the Norman Campus but is printed in its entirety only in the Norman Campus Faculty Handbook.**

### 5.10.3

#### **WHEN IS THERE A CONFLICT OF FINANCIAL INTEREST?**

A conflict of financial interest exists when a Significant Financial Interest could substantially compromise an employee's judgment in the performance of University duties.

This policy does not address conflict of commitment, which is the subject of other provisions of the faculty and staff handbooks. (See, especially, Faculty Handbook section 3.6 et seq., 3.8.3, and 4.20.2). Such conflicts may be addressed by additional policies in the future.

### 5.10.4

#### **DEFINITIONS**

##### **(A) APPROPRIATE VICE PRESIDENT**

The appropriate vice president giving oversight of the management protocols depends on the activity generating the potential conflict of interest. If the employee activity is

a research activity, the vice president for research will provide oversight, regardless of where the individual is employed within the university. If the activity is not research-related, the vice president in whom authority resides over the particular unit in which the individual is employed will provide oversight.

**(B) COMPENSATION**

All remuneration or other things of value received in payment for services rendered is considered to be compensation. This can include salary or other forms of payment including gifts, stocks, or other items of significant financial value.

**(C) EMPLOYEE**

Any person possessing either a full-time or part-time faculty or staff appointment at the University who is eligible to receive benefits and receives a salary or wage for his/her defined responsibilities. This definition does not include temporary employees appointed (30) days or less or a member of the Board of Regents of the University of Oklahoma, Cameron University and Rogers State. For application of this policy, this definition may include students, both graduate and undergraduate, who work on a grant or contract and have responsibility, in whole or in part, for the reporting of research.

**(D) FAMILY**

An employees spouse and dependent children.

**(E) SERIOUS BREACH**

A serious breach of this policy is a failure to disclose or prohibited action in conscious disregard of this policy. Conscious disregard is a mental state embracing either

- (1) intent to deceive, manipulate, or defraud;
- (2) guilty knowledge; or
- (3) moral awareness that the alleged conduct violated the policy.

**(F) SIGNIFICANT FINANCIAL INTEREST**

Anything of monetary value, including, but not limited to, salary or other payment for services (e.g., consulting fees or honoraria); equity interests (e.g., stocks, stock options, or other ownership interests); and intellectual property rights (e.g., patents, copyrights and royalties from such rights).

(1) — The term does not include:

- (a) salary, royalties, or other remuneration from the University of Oklahoma;
- (b) income from seminars, lectures, or teaching engagements sponsored by public or non profit entities;
- (c) income from service on advisory committees or review panels for public or nonprofit entities;
- (d) an equity interest that, when aggregated for the employee and the employees spouse and dependent children, meets all of the following tests:

- (1) does not exceed ten thousand dollars (\$10,000.00) in value as determined through reference to public prices or other reasonable measures of fair market value;
- (2) does not represent a five percent (5%) or more ownership interest in any single entity; and
- (3) did not yield dividends of one thousand dollars (\$1,000.00) or more during the preceding calendar year; or
- (4) salary, royalties or other payments that, when aggregated for the employee and the employees spouse and dependent children over the next twelve months, are not reasonably expected to exceed ten thousand dollars (\$10,000.00).



- (2) ~~Faculty and staff are responsible for disclosing those Significant Financial Interests that would reasonably appear to be affected by or to affect their university duties. However, it is the responsibility of the University, not the disclosure, to determine if the disclosed interest could significantly affect the performance of University responsibilities and to require the management, reduction, or elimination of the conflict.~~
- (3) ~~Potential equity value should be considered in those instances where the employee has an equity interest in a privately held company and the potential exists for bias in design, conduct, or reporting of research based on future financial benefit; the true value of that interest may not be known until the firm goes public, but the faculty or staff employee should make a reasonable assessment of the future market value of the equity.~~
- (4) ~~Regardless of the above minimum requirements, a faculty or staff member, in his or her own best interest, is encouraged to disclose any other financial or related interest that could present an actual conflict of interest or be perceived to present a conflict of interest. Disclosure is a key factor in protecting ones reputation and career from potentially embarrassing or harmful allegations of inappropriate behavior. (Faculty or staff employees are encouraged to ask for guidance from their department chair or dean or the Provost's Office even in situations that are not covered by the disclosure procedures in this policy.)~~

~~University Resources: All University facilities, personnel, equipment, property, materials, or proprietary information constitute University resources.~~

### 5.10.5

#### **POLICIES & PROCEDURES FOR DISCLOSURE, REVIEW AND MANAGEMENT OF POTENTIAL CONFLICTS OF INTEREST**

##### **(A) DISCLOSURE**

~~Every employee of the University shall make annual disclosure of any significant financial interest(s), as defined in Section 5.10.4 of this policy, that would reasonably appear to be a conflict of interest. This disclosure shall be made in writing to the appropriate vice president. The vice president may consult with advisory personnel, group or committee appointed for that purpose pursuant to policies and procedures established by the University or with others in connection with the review and, upon completion, shall advise the employee in writing of his or her decision, and the reasons for the decision, to accept (with or without modifications), return for more information, or reject the recommendations. If accepted, the notification shall include, among other things, requirements for immediate action and plans for continued monitoring of the potential or actual conflict.~~

~~Employees shall provide at least ten (10) working days for review of their disclosure prior to making any commitment that could reasonably lead to a conflict. However, in the event the ten (10) working day time period is not feasible, the employee should identify the need for expedited review and submit the request to the appropriate vice president. Any changes that occur in an employees significant financial interests during the year shall be disclosed promptly and reviewed in the manner described above.~~

##### **(B) PRIOR APPROVAL**

- (1) ~~As required by federal law and regulations, all financial disclosures must be made, and all identified conflicts of interest must be satisfactorily managed, reduced or eliminated prior to the University's expenditure of funds under the award, in accordance with the institutions conflict of interest policy.~~

- (2) Although there is a presumption in favor of allowing faculty or staff employees to act in dual roles once a conflict of interest has been disclosed, an employee shall not proceed with proposed activity prior to university evaluation as detailed in paragraph 5.10.5(A).

**(C) EXAMPLES OF MANAGEMENT OF CONFLICTS OF INTEREST**

Conditions or restrictions that might be imposed by the University to manage, reduce or eliminate actual or potential conflicts of interest include but are not limited to:

- (1) public disclosure of relevant information regarding the conflict of interest, such as all relevant significant financial interests;
- (2) monitoring of research by independent reviewers;
- (3) modification of the research plan, activity or agreement to eliminate or minimize the conflict of interest;
- (4) designation of an appropriate university representative to have immediate oversight responsibility over the management plan;
- (5) divestiture of significant financial interests;
- (6) disqualification from participation in the portion of the activity that would be affected by the significant financial interests;
- (7) severance of the relationships that create actual or potential conflicts;
- (8) termination of student involvement in the project.

Some Federal funding agencies permit research to proceed, in spite of disclosed conflicts, if the review determines that imposing restrictions or conditions would be either ineffective or inequitable, and that the potential negative impacts that may arise from a significant financial interest are outweighed by interests of scientific progress, technology transfer, or the public health and welfare. However, the University is ultimately responsible for the determination of whether a research or educational project which involves a conflict should proceed.

All management plans must be focused and narrowly tailored to minimize or eliminate improper conflicts of interest.

**(D) REPORTS**

After development of an acceptable management plan and commencement of the work, the appropriate individuals with oversight responsibility will regularly report, in writing, to the appropriate vice president on the effectiveness of the plan. The frequency of such reports shall be determined by the vice president but shall in all events be at least annually.

**(E) MODIFICATION OF MANAGEMENT PLANS**

If, after sufficient experience to assess the effectiveness of the management plan and after notice to and full consultation with all appropriate parties, the appropriate vice president determines that the conflict has not been properly managed or has become unmanageable, he/she may modify the plan. If outside agencies require notification of conflict resolution and management, they will be notified in accordance with their requirements.

**(F) FORMS**

The forms suggested for this disclosure and management process are at the end of this policy. The Provost shall provide annual notice and explanation of the forms to be used in the disclosure process for the coming year.

**(G) RETROSPECTIVE SANCTIONS**

It is understood that faculty and staff employees shall clearly, fully, and truthfully disclose, in writing, all activities, relationships, or interests that might present conflicts of interest. Nevertheless, there shall be no retrospective sanctions under this policy for

the period of time after the ten day review period, detailed in paragraph 5.10.5(A), when the appropriate vice president knew of such activities, relationships, or interests and, acting in good faith, took no action to manage, minimize, or eliminate them.

#### 5.10.6

##### **UNIVERSITY ADMINISTRATOR RESPONSIBILITIES**

- (A) Because of the special role that chairmen of departments and committees, deans of divisions and schools, the Provost, the President, and other senior academic officials play in administering the affairs of the University, it is especially important that faculty or staff employees serving in these administrative positions avoid involvements in outside professional or commercial activities that pose potential conflicts of interest with the fulfillment of their responsibilities to the University. The necessary involvement of these administrative officials in the appointment and promotion process, in decisions concerning students, and in the supervision of other faculty requires that they be especially sensitive to potential conflicts of interest and that they uphold a particularly rigorous standard for avoiding such conflicts.
- (B) The appropriate vice president should report periodically to the President, the Research Council, the Faculty Senate, the Staff Senate and other appropriate governing bodies on the status of conflict of interest issues among the faculty and staff and on major issues concerning faculty and staff involvement in such activities.

#### 5.10.7

##### **PROCEDURES FOR REVIEWING ALLEGED POLICY VIOLATIONS**

- (A) Faculty or staff employees are subject to the ordinary disciplinary process of the University if they fail to fully and truthfully disclose activities or relationships that could reasonably be viewed as conflict of interest situations or fail to comply with any stipulated plan for managing the disclosed conflict. They may be subject to criminal sanctions or civil liability under federal and/or state law as well.
- (B) Failure to disclose known conflicts of interests or to follow an appropriate prescribed management plan may be a serious breach of this policy and may itself be considered ethical misconduct or professional dishonesty.
- (C) University sanctions for serious breaches of this policy may include, without restriction, reprimand, restitution, loss of pay, suspension, expulsion, or dismissal. Furthermore, persons who violate this policy also may be subject to civil and criminal penalties for violations of state or federal law.
- (D) Allegations against a faculty or staff employee for breach of this policy should be reported in a confidential writing to the Senior Vice President and Provost and, if against a staff employee, to the executive officer in whose area the alleged transgressor is employed.

#### 5.10.8

##### **MISCELLANEOUS PROVISIONS**

###### **(A) CONFIDENTIALITY**

All information disclosed by an employee for the purpose of disclosure and management, and all official records of disclosure and management shall be considered a part of the employee's personnel file or student file and shall be deemed confidential. Any information disclosed by an employee as required by this policy shall be used solely for the purpose of administering and/or executing this policy and may not be disclosed or used for any other purpose unless required by law. Unauthorized disclosure of any

such information shall be deemed to be unethical behavior and a violation of this policy and subject to appropriate disciplinary action.

The University is required to make information available, upon request, to Federal agencies sponsoring work at the University regarding all conflicting interests associated with the funded project identified by the University and how those interests have been managed, reduced or eliminated to protect the research from bias. The University maintains records of all financial disclosures and all actions taken by the University with respect to each conflicting interest for a reasonable period of time. For sponsored research activities, records will be retained for at least three years from the date submission of the final expenditures report or where applicable, from other dates specified by requirements of the sponsoring agency. The above notwithstanding, all such records shall be retained for the period of time as may be required by law.

**(B) RELATIONSHIP TO OTHER UNIVERSITY POLICIES**

There are a number of University policies which govern the duties and responsibilities of University employees which, while not repeated here, nevertheless may apply to conflict of interest situations. For example, university policies regarding nepotism and consensual sexual relationships also articulate important principles restricting employee conflicts of interest.

**(C) CONFLICT OF INTEREST LAWS**

In addition to this policy, the state has imposed laws and rules governing conflicts of interest in state employment. This Policy overlaps with but does not supplant University employees' responsibilities under state or federal law, which in some instances will include additional, and sometimes different, prohibitions, penalties, and reporting duties. Relevant state laws/rules are available at the Office of Legal Counsel. Federal conflicts of interest laws also may be applicable to those who receive federal grants/contracts or to those employed partly by federal agencies. Further information in this regard is available at the Office of Research Services at the University of Oklahoma. By reference thereto, this policy includes all requirements relating to conflicts of interest to which the University and/or its employees are subject under state or federal law.

**(D) FREEDOM OF EXPRESSION AND ACADEMIC FREEDOM**

This policy does not purport to prohibit expressive conduct protected from severe sanctions, punishment or other undue burdens by the Constitutions of the United States and of Oklahoma. Specifically, nothing in this policy shall be construed to authorize the University to take adverse action against any employee for consulting or outside professional activities because of the employee's viewpoint, ideology, creed, political opinion, or for any other political motivation.

**5.10.9**

**POLICY MAINTENANCE**

The provost and vice presidents of each campus shall review the applications, operation, and management of this policy at least as often as annually, otherwise, as often as necessary to confer and formulate recommendations to the president of the University regarding revision of the policy. If an advisory group or committee has been appointed, that committee shall be included in the review process.

**FACULTY HANDBOOK (NORMAN CAMPUS)****5.10 POLICY REGARDING CONFLICTS OF INTEREST (Norman campus only)**

## 5.10.1

STATEMENT OF GENERAL POLICY

- (A) The University of Oklahoma is a public institution committed to the mission of teaching; research and creative/scholarly activity; professional and University service; and public outreach. To these ends, the University strives to maintain an atmosphere that promotes free, open, and objective scholarly inquiry and compatible professional interactions while recognizing its obligations and limitations as a public institution.
- (B) Conflicts of interest are not uncommon in a modern university. The University actively recruits and recognizes individuals with creative abilities who can contribute to interactions not only in the classroom and laboratory but also in the business community. There exist many opportunities to develop relationships with external organizations, public and private, that enhance one's professional competency, render valuable service to the community, and benefit the University. Such interactions and relationships can create conflicts of commitment or interest that must be governed in a manner consistent with institutional and public values. The existence of a conflict is often not clear-cut; however, an undisclosed or unmanaged conflict can irreparably damage reputations that may have taken a lifetime to establish, and thus impair the University's standing. Accordingly, University Employees must be watchful that their relationships and activities do not create, or appear to create, unmanageable conflicts.
- (C) A Conflict of Interest refers to situations in which financial or other personal considerations may compromise an Employee's professional judgment in carrying out his/her University responsibilities that include but are not limited to teaching, research, service, contract administration, and purchasing. When used in this policy, the term Conflict of Interest ("Conflict") means (1) an actual conflict of interest exists, or (2) the potential exists for a conflict of interest to occur, or (3) there appears to be a conflict of interest; i.e., if made public, it could discredit the Employee or the University. The term also includes a Conflict of Commitment. Employees are expected to know and comply with the applicable laws and policies related to their appointment as University/State Employees.
- (D) The purpose of this policy is to provide procedures and guidance for identifying, disclosing, and managing Conflicts of Interest to assure that such Conflicts do not improperly affect the activities or professional conduct of the University or its Employees. Appropriate disclosure, review, and management provide protection from legal liability and ethical criticism for Employees and the University.

## 5.10.2

GOVERNING AUTHORITY

Governing authority for this policy is derived from State and federal laws, rules, and regulations as well as the policies of the University of Oklahoma Board of Regents. This policy overlaps with, but does not replace, University Employee responsibilities, under such governing authority which, in some instances, will include additional prohibitions, penalties, and reporting duties. Compliance with State and federal laws, rules, and regulations does not necessarily eliminate or provide suitable management of a Conflict, which still must be addressed in accordance with this policy.

## 5.10.3

DEFINITIONS

- (A) APPROPRIATE VICE PRESIDENT: The vice president with authority over the unit or activity in which the Conflict of Interest has been identified or his/her designee. For example, if the disclosure regards a research activity, the Vice President for Research will provide oversight, regardless of where the individual is employed within the University. If the activity is not research-related, the vice president with authority over the unit or activity will provide oversight.
- (B) BOARD: Board of Directors or Advisory Board.
- (C) COMPANY OR ORGANIZATION: Any entity (for-profit or non-profit), including a Spin-Off Company, other than the Board of Regents of the University of Oklahoma.
- (D) COMPENSATION: All remuneration or other things of value received in payment for services rendered, such as salary, gifts, stocks, favors, or other items of value.
- (E) CONFLICT OF COMMITMENT: Time or effort devoted to professional activities that may adversely affect or interfere with an Employee's primary University responsibilities and obligations.
- (F) CONFLICT(S) OF INTEREST (CONFLICT): Refers to situations in which financial or other personal considerations may compromise an Employee's professional judgment in carrying out his/her University responsibilities such as teaching, research, contract administration, or purchasing. When used in this policy, the term Conflict of Interest means (1) an actual conflict of interest exists, or (2) the potential exists for a conflict of interest to occur, or (3) there appears to be a conflict of interest; i.e., if made public, it could discredit the Employee or the University. The term also includes a Conflict of Commitment.
- (G) EMPLOYEE: Any person possessing a full- or part-time faculty or staff appointment at the University. For the purposes of this policy, Employee also includes adjunct faculty, postdoctoral fellows, residents, and volunteers. In addition, graduate and undergraduate students, whether or not paid, who work on grants or contracts are considered Employees for the purposes of this policy.
- (H) EQUITY: Ownership interest in a Company, such as stock and stock options.
- (I) FAMILY: Includes any individual who is a spouse/domestic partner, parent, child, stepparent, stepchild, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, or grandchild of an Employee or a member of the Employee's household.
- (J) FINANCIAL INTEREST: Anything of monetary value including, but not limited to, Equity.
- (K) GIFT: Anything of value to the extent that consideration of equal or greater value is not received in exchange, as set forth in the State Ethics Commission Rules Governing the Ethical Conduct of State Officers and Employees.
- (L) INSTITUTIONAL BASE SALARY: The annual guaranteed compensation paid by the University for an Employee's appointment, whether that individual's time is spent on research, teaching, patient care, and/or other University activities.

- (M) MANAGEMENT PLAN: Written plan to manage, mitigate, or eliminate a disclosed Conflict of Interest.
- (N) OPERATING OFFICER: An executive of a Company (with or without salary); e.g., Chief Executive Officer, Chief Operating Officer, Chief Financial Officer, President, Vice-President.
- (O) PRINCIPAL INVESTIGATOR: Any person who is responsible for the design, conduct, or reporting of Research.
- (P) PUBLIC HEALTH SERVICE (PHS): An operating division of the U.S. Department of Health and Human Services, and any components of the PHS to which the authority involved may be delegated.
- (Q) RESEARCH: A systematic, intensive study intended to increase knowledge or understanding of the subject studied, a systematic study specifically directed toward applying new knowledge to meet a recognized need, or a systematic application of knowledge to the production of useful materials, devices, and systems or methods, including design, development, and improvement of prototypes and new processes to meet specific requirements. Also termed “research and development.”
- (R) SCIENTIFIC OFFICER: The person responsible for conceiving, evaluating, and/or executing Research for a Company (with or without salary).
- (S) SENIOR VICE PRESIDENT AND PROVOST: The chief executive academic and administrative officer of the University or his/her designee.
- (T) SIGNIFICANT FINANCIAL INTEREST: Financial interests above a certain threshold:
- (1) Interests that when aggregated over the next twelve months for the Employee and the Employee’s spouse/domestic partner and children, meet either of the following tests:
    - (a) Exceeds \$5,000 in value as determined through reference to public prices or other reasonable measures of fair market value, unless the sponsoring agency has more stringent/restrictive financial requirements or thresholds, in which case those will prevail, or
    - (b) Represents more than a five percent ownership interest in any single entity.
  - (2) Interests that exceed \$1,000 in dividends derived during the preceding calendar year.
  - (3) Interests that involve the ownership or promise of stock or stock options of any amount in a Spin-Off Company.
  - (4) Annual income for professional or consulting service from a Company in excess of 25% of the Employee’s Institutional Base Salary.
- (U) SPIN-OFF COMPANY: A Company that is organized to develop and/or commercialize specific University intellectual property. Spin-Off Companies are typically privately held, for-profit Companies with licenses to develop and/or commercialize University intellectual property created by University Employees and in which those Employees often own some or all of the Company.

- (V) UNIT HEAD(S): An Employee's supervisor, such as his/her Department Chair, Center Director, or Dean. Faculty with split appointments may have more than one Unit Head.
- (W) UNIVERSITY: The University of Oklahoma, Norman Campus.
- (X) UNIVERSITY RESOURCES: All University facilities, equipment, real and personal property, intellectual property, and human resources.

## 5.10.4

WHEN IS THERE A CONFLICT OF INTEREST?

Unless disclosed and approved, or otherwise permitted by law or University policy, University Employees may not:

- (A) Disclose confidential and/or proprietary information acquired through their University employment to anyone not entitled to receive it, nor use such information for personal gain or benefit; e.g., providing a Company with early or exclusive access to Research results, except in compliance with a sponsored research agreement or grant;
- (B) Use their University position to obtain special privileges or compensation;
- (C) Knowingly seek or accept anything of value intended to or that may be perceived to affect their judgment in the performance of their University responsibilities;
- (D) Have any interests, engage in any business or professional activities, or incur any obligations that conflict, or appear to conflict, with the performance of their University duties in the absence of guidelines or a management plan that mitigates any real or perceived conflict;
- (E) Influence or appear to influence University financial, Research, or other decisions for procuring materials or services from Companies in ways that lead or may lead to personal gain for themselves or their Families;
- (F) Use their University position to market or endorse the goods or services of a Company;  
or
- (G) Participate in Research or technology transfer activities that compromise or appear to compromise objectivity and judgment in the design, conduct, or reporting of the Research.

Nothing in this policy prohibits any academic or administrative unit from establishing supplementary Conflicts of Interest policies and/or procedures that are more restrictive than those included in this policy.

## 5.10.5

IDENTIFYING CONFLICTS OF INTEREST

Identification and disclosure of Conflicts of Interest can protect the Employee and the University from damage to reputations and professional activities. Employees may contact their supervisor, Appropriate Vice President, or the Office of Legal Counsel with questions regarding Conflicts. The conditions, circumstances, and relationships described in this section could result in Conflicts. Each Employee is required to identify and disclose all Conflicts relating to, but not limited to, each of the categories below:



(A) FINANCIAL CONFLICTS OF INTEREST

Although most disclosures of Financial Interests will probably be deemed de minimis Conflicts, Financial Interests above certain thresholds will automatically be deemed by law or regulation to be Significant Financial Interests and will require closer scrutiny, and possible elimination, mitigation, and/or management.

Some outside financial activities, such as ownership of shares in a mutual fund or an ownership interest in a family or other business that (1) has no business relationship to the University and (2) is engaged in activities that are unrelated to the Employee's academic or professional duties, do not fall within these thresholds, and so should not be reported for these purposes.

The thresholds are as follows:

- (1) Interests that when aggregated over the next twelve months for the Employee and the Employee's spouse/domestic partner and children, meet either of the following tests:
  - (a) Exceeds \$5,000 in value as determined through reference to public prices or other reasonable measures of fair market value, unless the sponsoring agency has more stringent/restrictive financial requirements or thresholds, in which case those will prevail, or
  - (b) Represents more than a five percent ownership interest in any single entity.
- (2) Interests that exceed \$1,000 in dividends or similar interests derived during the preceding calendar year.
- (3) Interests that involve the ownership or promise of stock or stock options or similar interests of any amount in a Company in which the University owns equity or was created by virtue of University-developed technology.
- (4) Annual income for professional or consulting activity from a Company in excess of 25% of the Employee's Institutional Base Salary.

(B) USE OF UNIVERSITY RESOURCES

University Resources are acquired and maintained to carry out the education, research, and public service missions of the University. Except for insignificant and incidental use, an Employee may not use University Resources for personal, non-public or non-University purposes, with the exception of specific non-university purposes that have been determined through a documented process to be within the University's mission and to the institution's benefit by the appropriate Vice President. If a question arises regarding what constitutes other than insignificant and incidental use, the Employee should consult a supervisor for clarification. Many conflicts of interest in using University Resources, particularly those relating to private companies in which a faculty member is involved, can be resolved.

- (1) Facilities, Equipment, Real and Personal Property. Employees using University facilities are required to comply with the University's Facility Use policy (see [http://www.ou.edu/content/realestate/use/jcr%3acontent/rt\\_par/download/file.res/ou-facility-use-policy-2002.pdf](http://www.ou.edu/content/realestate/use/jcr%3acontent/rt_par/download/file.res/ou-facility-use-policy-2002.pdf) and Faculty Handbook 3.29.2(H)). In keeping with State of Oklahoma constitutional provisions and subject to applicable law and all pertinent University policies, rules, and regulations, a private business may

access University R&D facilities if the University, acting through its appropriate officers and employees (e.g., Department Head, Dean having oversight responsibility for programs taking place in the facility, Executive Director of Research Services, etc.), determines, in its sole and absolute discretion, that: (i) pursuant to written agreement, the private business is involved in a collaborative project with the University involving University faculty or student collaborators or University technology; (ii) the private business provides sufficient legal and financial consideration for such use (material and substantial economic benefit to the state and/or University, can be a factor); (iii) the results of the collaboration have potential economic value for the parties; (iv) the facilities and their use by the private business participating in the collaborative project are suitable to the origination, nature, and purposes of the facility, in the University's sole and absolute discretion; and, (v) such access would materially benefit the University and/or further one or more of the University's missions. In the case of research facilities, the Office of Research Services (ORS) is responsible for the negotiation and authorization of such use through Facilities Use Agreements (FUA). Such agreements are annually renewable. See also Section III. F.7 of this policy. The Office of Sponsored Programs (OSP) is responsible for Oklahoma Center for Continuing Education (OCCE) facilities use. Use of University facilities for non-research purposes will be negotiated and authorized by the Appropriate Vice President.

- (2) Intellectual Property issues are managed under the University's Intellectual Property Policy found in the Faculty Handbook (3.29), the Staff Handbook (3.14), and the OU Regents Policy Manual (3.1.8).
- (3) Human Resources. Human resources must not be exploited in the course of an Employee's activities. Human resources include students, postdoctoral fellows, residents, faculty, and staff. It is especially important to be alert for the misuse of human resources since it often results from innocent or unconscious action.

(C) USE OF OFFICIAL POSITION

State law prohibits any state officers or state Employees from using their official positions to obtain private benefits or to solicit or secure special privileges, exemptions, or compensation for themselves or others, except as allowed by law.

For example, University Employees:

- (1) Must ensure that time and effort spent on outside speaking, consulting, and other activities do not conflict with or affect the performance of their University responsibilities and are reported as appropriate under the Senior Vice President and Provost's Disclosure of Outside Employment and Extra Compensation policy.
- (2) May not use their official University position or the University's name for personal gain or private purposes for themselves or their Families.
- (3) May not use their official position to market, promote, or endorse the goods or services of any Company.
- (4) May not market, promote, or endorse goods or services in a manner that could be perceived by the public as the University's marketing, promoting, or endorsing those goods or services.
- (5) May not contract for services or purchases with their Families or with companies owned in whole or in part by themselves or their Families. Provided, however,

exceptions may be granted in unusual circumstances if approved in advance by the Appropriate Vice President and are subject to University Purchasing rules. Requests for an exception must contain a detailed description of the proposed activity and a compelling justification for the provision of services or products by the Employee's Family or related Company. The relationship between the Employee and Family or Company must clearly be disclosed.

(D) CONFLICT OF COMMITMENT

- (1) Full-time faculty and staff owe their primary commitment of time and intellectual energies to the University.
- (2) Subject to the principles described in 5.7.1 of the Norman Campus Faculty handbook and section 5.3 of the Norman Campus Staff handbook, faculty and staff members may engage in professional activities for extra remuneration (from within the University or from outside sources or in any combination of the two) to a maximum of 25% of their full-time professional effort.
- (3) Employees must not allow professional activities to detract from their primary allegiance to the University. Employees must maintain a significant presence on campus unless inconsistent with the scope of their appointment (such as assignment to an off-campus task or office, instructional or research activities that take place off-campus, travel related to academic meetings or faculty sabbaticals, and the performance of other job-related duties that require Employees to spend significant amounts of time away from campus).
- (4) Employees with less than full-time appointments may engage in individual consulting relationships and other employment, to the degree that those activities do not interfere or conflict with their obligations to the University and occur outside their University appointment.

(E) INSTITUTIONAL CONFLICTS OF INTEREST

Institutional Conflicts of Interest are managed under the University's Institutional Conflicts of Interest Policy. See [http://digital.libraries.ou.edu/regents/minutes/2010\\_03\\_25.pdf](http://digital.libraries.ou.edu/regents/minutes/2010_03_25.pdf) (pages 56-57).

(F) RELATIONSHIPS WITH COMPANIES AND ORGANIZATIONS

Generally, although employees may accept positions and hold Financial Interests in privately held, for-profit Companies, relationships with (a) for-profit Companies that are doing business with the University or (b) Companies in which Employees have a direct financial stake may create Conflicts that require disclosure, assessment, and management. Employees may also be prohibited from involvement in particular business arrangements by governing law.

Employees with an ownership interest in Companies should be aware of the following state ethics rule: No Employee shall sell, offer to sell, or cause to be sold; rent; or lease (either as an individual or through any Company in which the Employee holds a Financial Interest) goods, services, buildings or property to the University. Exceptions to this rule are: 1) contracts for goods or services valued at less than five thousand dollars (\$5,000), and 2) contracts entered into after public notice and in response to a University bid or request for proposal (RFP).

(1) EQUITY AND OTHER FINANCIAL INTERESTS

Employees who propose to become involved with a Company in which they have a Financial Interest, including but not limited to Equity, must promptly disclose the interest to the University if (1) the Company proposes to or does business with the University or (2) the Company operates in an area that overlaps with the Employee's academic or professional University position. Employees having income from or Equity in such Companies should recognize that their ability to conduct Research sponsored by that Company may be restricted, or their objectivity compromised, because of Conflicts created by their income from or Equity in the Company. When intellectual property is produced by an Employee in the performance of his/her official University duties or through the use of University Resources, the Employee may receive income or Equity under contract through the University from a Company commercializing the intellectual property.

Financial interest in a Company that does not do business with the university or that does not operate in an area that overlaps with the Employee's academic or professional University position should not be disclosed under this policy.

(2) MEMBERSHIP ON BOARDS

Service on a for-profit Company's or non-profit Organization's Board of Directors or Advisory Board is normally acceptable; however, when the Company or Organization proposes to do or is doing business with the University, Conflicts may arise because fiduciary obligations to the Company or Organization may conflict with primary obligations to the University to act in its best interests. When such a Conflict arises or is anticipated, Notice to and approval of Board membership by the Appropriate Vice President and recusal from Board matters involving University interests are required. This Notice and approval protects both the employee and the University and should not be an onerous process. In some cases, an employee's involvement with a particular Company's or Organization's Board may rise to a level that recusal is not sufficient to mitigate real or perceived Conflicts. In those cases, the Appropriate Vice President should be notified to determine whether continued service on the Board in question is in the best interests of the University and, if so, to develop a Conflict Management Plan.

Employees may be permitted to serve on the Board of a Company that has licensed University technology if the service is disclosed in advance to and with approval of the Appropriate Vice President. An employee who is allowed to assume a Board position should recognize that his or her ability to conduct Research that is sponsored by the Company may be restricted because of the Conflict created by the Board position. Employees who assume Board positions must recuse themselves from all Board decisions that involve the University.

(3) SERVICE AS AN OPERATING OFFICER

An Employee must disclose service or plans to serve as an Operating Officer of any Company or Organization in which the University owns a Financial Interest or with which there is a Conflict with the Employee's University position (including financial conflicts, conflicts of effort, use of university facilities, potential or real overlap between university research and company research, and ownership of intellectual property). If an Employee wishes to serve as an Operating Officer, under such circumstances, he/she must work with the Appropriate Vice President to put in place a management plan to mitigate

conflicts or, failing that, may request a leave of absence from the University for a specified period of time, in accordance with policies in the Faculty and Staff Handbooks.

(4) SERVICE AS A SCIENTIFIC OFFICER

An Employee may serve as a Scientific Officer for a Company with the prior written permission of the Unit Head, Dean, and Appropriate Vice President. Such service must be through a written agreement between the University and the Company. The term of service as a Scientific Officer should ordinarily be for one year, renewable with written approval of the Employee's Unit Head, Dean, and the Appropriate Vice President.

(5) CONSULTING RELATIONSHIPS AND MULTIPLE ACTIVITIES

Where consulting and other activities are performed for individual remuneration for a Company or Organization in which the Employee holds Equity; receives compensation; serves as a Scientific Officer; has a Board seat; has multiple professional relationships with the Company or Organization (e.g., consulting and research agreements); or, as permitted under this policy, serves as an Operating Officer; any consulting relationship with the Company or Organization must be disclosed and receive prior review and written approval from the Employee's Unit Head, Dean, and the Appropriate Vice President.

This policy does not apply to consulting and other activities in which the Employee has no other relationship with the Company or Organization apart from employment to undertake a specific task or activity. Those latter activities fall under the Outside Employment policies as outlined in 5.7.1 of the Norman Campus Faculty Handbook and section 5.3 of the Norman Campus Staff Handbook.

Employees who enter into confidentiality or nondisclosure agreements with multiple companies or other outside entities may face challenges in maintaining specific confidentiality requirements across those different interactions, particularly when the intellectual content is similar or overlapping. Therefore, it is essential to limit the amount of confidential information received from the Company and to have the Company agree to clearly identify such proprietary information by marking it as "confidential." On occasion, it may be necessary to report Company proprietary information to the University in order for an Employee to report an invention. In this case, the proprietary information may be protected by executing a non-disclosure agreement between the company and the University.

When the disclosure of proprietary information occurs, either from the University to the Company or from the Company to the University, as a result of a sponsored agreement between the Company and the University, a nondisclosure agreement must be negotiated and signed on the Employee's behalf by the University. The University will assist Employees engaged in sponsored research involving confidentiality clauses and/or agreements in evaluating their risks of conflicts of interest flowing from those confidentiality agreements and in developing management plans to mitigate such risks. The extent to which Employees are exposed to risks due to confidentiality agreements or clauses in sponsored projects should be reviewed periodically and whenever a new sponsored project is initiated.

It is important to note that any information disclosed by a Company to the University may be subject to Oklahoma Open Records Act requests or Federal Freedom of Information Act requests.

It is the University's practice to limit, to the extent possible, the sharing to a Company of information that is confidential or proprietary, including research results and technologies developed by the University. Doing so has implications for export control restrictions and other considerations and thus no such sharing should occur without first consulting the Appropriate Vice President.

It is not uncommon for a company to disclose proprietary information to an Employee acting as an outside consultant. In doing so, the company often wants written assurance that this information will be kept confidential. Confidentiality can be challenging for an Employee involved in open, free exchanges of information in a public university setting, and the company's documentation in this regard should be scrupulously examined.

(6) SUPPORT OF STUDENTS AND TRAINEES BY COMPANIES

The progress and academic standing of students and trainees must never be compromised. Employees supervising students and trainees working on a funded activity in which there is the potential for the creation of Intellectual Property must inform them in writing of the source(s) of their funding support, disposition of intellectual property, management of proprietary information, and handling of publication rights prior to assigning the students or trainees to a Research or training project supported by a Company or Organization. (See also "Patent Policy" in the Graduate College Bulletin <http://www.ou.edu/content/dam/gradweb/documents/Publications/GCBulletin.pdf>).

A student's academic program cannot be supported by a Company or Organization in which the Employee supervising the student's academic program has Equity, serves on a Board, or serves as an Operating Officer or Scientific Officer, unless specifically approved in writing by the Dean of the Graduate College and the Senior Vice President and Provost. If approved, support (e.g., stipends, tuition, salary, scholarships) for students and trainees provided by Companies or Organizations must comply with all of the following provisions:

- (a) The College department, program, or unit approves the recipient;
- (b) The funds are provided to the University;
- (c) The recipient is not subject to any implicit or explicit expectation of providing or foregoing something in return for the support; i.e., a "quid pro quo";
- (d) The Company does not withhold or unreasonably limit publication of the student's research. University trainees and students may not be employed by any Company to conduct Research that overlaps with their University training or academic program. In addition, a faculty member with supervisory responsibility for an Employee may have a potential Conflict in also serving as mentor for the same individual as a student; therefore, any proposed employment of a trainee or student by a Company to work on Company Research that does not overlap with their training or academic program in which the mentor has Equity, serves on a Board, or

serves as an Operating Officer or Scientific Officer of the Company must be approved in advance by the Dean of the Graduate College and the Senior Vice President and Provost;

- (e) Evaluations of student performance, salary, and other matters are handled by an individual who holds a position above that of the Employee supervising the student's academic program.

This policy applies solely to sponsored projects in which the sponsor is a Company or Organization in which a faculty member has a financial interest. The policy is intended to manage any conflicts that may arise from the faculty member's simultaneous roles as someone with a financial interest or other interest in the company and as a mentor to graduate students employed on a project sponsored by that Company or Organization. This policy does not apply to sponsored projects in which a faculty member does not have a financial or other interest as defined in sections III.A or III.F.1-5 of this document.

(7) COMPANY OR ORGANIZATION USE OF UNIVERSITY EQUIPMENT AND SPACE

An Employee may not use or allocate University equipment or space for personal, non-public, or non-University purposes, except as provided by University policy. Limited use of University space and designated equipment by a Company or Organization may be permitted in accordance with governing law following review and approval by the Appropriate Vice President. The terms and conditions of such use shall be reduced to writing and signed by the Appropriate Vice President and the Company or Organization in accordance with University policy.

(8) FUNDING FOR SPONSORED RESEARCH AND SERVICE ACTIVITIES

Employees may not act as a Principal Investigator on sponsored projects administered outside the University, except as allowed by Board of Regents' policy. There is a presumption against accepting funding from a Company or Organization for a project in which an Employee, acting on behalf of the University as the Principal Investigator, meets one or more of the following criteria: (i) the University or the Employee has a significant Financial Interest, (ii) the Employee serves on the Board of the Company, or (iii) the Employee serves as an Operating Officer or Scientific Officer.

The presumption is applied as follows: When a Company or Organization proposes to contract for Research or services to be conducted by such an Employee or anyone under the direction of that Employee and the Research or services involve neither human research participants nor validation testing, the presumption against accepting funding may be rebutted if, in the judgment of the Appropriate Vice President, one of the following is met:

- (a) The Employee's influence over the Company's or Organization's decisions and the possible commercial or private benefit from the Research or services are negligible.
- (b) The Research or service is essential to maintain the continuity of an effort related to University licensed intellectual property during a short interval of time, normally not greater than one year.
- (c) The Employee's relationship with the Company or Organization does not involve additional relationships with the Company or Organization such as

consulting or service agreements or Board membership, so that the likelihood of any distortion of the Research or service outcome is minimal.

Employees who meet one or more of these criteria and also supervise the academic programs of students and trainees employed by a project or service sponsored by the Company or Organization in question shall inform them in writing of the source(s) of funds, disposition of intellectual property, management of proprietary information, and handling of publication rights prior to assigning the students or trainees to a Research or training project.

The University may not conduct testing to validate to the public an invention created at or by the University, intended to be patented. Such validation must be undertaken by a third party to insure the integrity of the patent application.

(9) SBIR / STTR PROGRAMS

Under Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) programs, small businesses are encouraged to partner with a research university to perform innovative research and/or to assist in technology transfer from the university. A University Employee may participate in the SBIR/STTR project only through a contract between the University and the Company that outlines the Employee's responsibilities and/or University benefits or with written authorization by the Dean and Vice President for Research.

SBIR/STTR programs can produce a variety of complex situations with regard to Conflicts issues. Therefore, Employees are required to comply with the following:

- (a) A University Employee with any role on an SBIR/STTR project must submit the entire grant application (University's portion and small business's portion) to the Office of Research Services (ORS) or to Outreach Sponsored Programs (OSP) to enable the appropriate reviews to take place before submission of the application to the funding agency.
- (b) The Principal Investigator for the small business SBIR/STTR application and the principal investigator for the subcontract to the University must be different individuals.
- (c) If a University Employee or his/her Family has a Financial Interest in a Company, that individual may not bring Research into his/her University laboratory through an SBIR or STTR contract involving that Company, except through a contract between the Company and the University.
- (d) The Company must provide evidence of availability of functioning space in which Research activities can and will take place prior to submission of the grant application.
- (e) The Employee must notify the Vice President for Research and/or ORS or The Vice President for University Outreach and/or OSP (as appropriate) in writing upon receipt of an SBIR/STTR award. If the Employee is serving as the Principal Investigator of the small business concern on an SBIR grant, he/she must also provide documentation of approval from the appropriate Dean to reduce his/her University appointment to commit the required minimum 51% effort as the SBIR Principal Investigator of the small business concern.



- (f) Prior to the start of the project, a contract between the University and the Company must be executed outlining the Employee's responsibilities and/or University benefits or the Employee must obtain written authorization by the Dean and the Vice President for Research or the Vice President for University Outreach (as appropriate) to proceed. There must be a clear distinction between the work done by or on behalf of the Company and the work performed by or on behalf of the University.
- (g) The Employee must work through his/her college/department to reduce his/her appointment if serving as the Principal Investigator on an SBIR award for the company.

#### 5.10.6

### FINANCIAL INTERESTS INVOLVING HUMAN RESEARCH PARTICIPANTS

All Financial Interests of an Employee serving as an investigator in Research involving human research participants must be disclosed and managed under the University's Human Research Participant Protection (HRPP) policy, SOP 104A, "Conflict of Interest - Investigators". (See link: <http://www.ouhsc.edu/irb-norman/default.asp>).

An investigator with a Conflict in Research involving human research participants may conduct that Research only with an HRPP-approved Management Plan. However, the Norman Campus Vice President for Research has final authority to disallow Research determined to be contrary to the best interests of the University.

#### 5.10.7

### DISCLOSING CONFLICTS OF INTEREST

Employees must disclose a Conflict whenever a new activity or relationship arises and also on an annual basis in accordance with this policy. To ensure all required disclosures are made under this policy Employees should contact the Unit Head, Dean, or Appropriate Vice President if there is any question whether an activity or relationship requires disclosure. All disclosures will be forwarded to the Senior Vice President and Provost. Failure to disclose Conflicts can result in administrative sanctions, severe sanctions, and/or civil and criminal penalties.

#### (A) WHAT TO DISCLOSE

When used in this policy, the term Conflict of Interest ("Conflict") means (1) an actual conflict of interest exists, or (2) the potential exists for a conflict of interest to occur, or (3) there appears to be a conflict of interest; i.e., if made public, it could discredit the Employee or the University. Disclosure of Conflicts is required for the following in accordance with this policy:

- (1) FINANCIAL CONFLICTS OF INTEREST ABOVE THE SPECIFIED THRESHOLDS
- (2) CONFLICTS OF COMMITMENT
- (3) RELATIONSHIPS WITH COMPANIES AND ORGANIZATIONS
  - (a) Equity and other Financial Interests
  - (b) Board membership

- (c) Service as an Operating Officer
  - (d) Service as a Scientific Officer
  - (e) Consulting relationships with Companies and Organizations
  - (f) Multiple professional relationships with Companies and Organizations
  - (g) Company support of students and trainees
  - (h) Company and Organization use of University equipment and/or space
  - (i) Sponsored research support from Companies or Organizations in which the Employee or University has a Significant Financial Interest
  - (j) Compensation for professional services to a Company or Organization
  - (k) Financial Interests involving human subjects research
- (4) EXAMPLES: Although all possible required scenarios cannot be itemized here, the following are examples of circumstances that DO require disclosure under this policy:
- (a) Participating in University Research on a technology owned, licensed, or contractually obligated to a Company with which the Employee or his/her Family has a Financial Interest.
  - (b) Receipt of University Research support (whether in dollars or in kind) from a Company with which the Employee or his/her Family has a Financial Interest.
  - (c) Receipt of royalties on products undergoing Research or testing under the supervision or control of the Employee.
  - (d) Service on a board of directors or scientific advisory board of, or executive position with, a Company from which the Employee, Employee's Family, or a Company or Organization associated with the Employee or his/her Family receives sponsored project support.
  - (e) Receiving funds, gifts, or any compensation from a Company or Organization that is sponsoring an Employee's Research or other sponsored activity, for activities or purposes unrelated to the actual costs of performing that Research or other sponsored activity.
  - (f) Assigning to students tasks related to an Employee's involvement with a Company or Organization.
  - (g) Purchasing equipment, services, or supplies for Research or other University activity from a Company with which the Employee, the Employee's Family, or a Company associated with the Employee or his/her Family has a Financial Interest.

- (h) Receipt of any non-royalty payments or entitlements to payments in connection with the Research or other University activities that are not directly related to the reasonable costs of the Research or other University activities (as specified in a agreement between the sponsor and the University). In addition, in all publications and presentations Employees must always disclose Financial Interests in any Company that supports Research or other sponsored activity being reported.

(B) WHEN TO DISCLOSE

If a conflict exists or is suspected, disclosure is required with:

- (1) Each new and renewal proposal, grant application, and contract submitted to the Office of Research Services (ORS) or Outreach Sponsored Programs (OSP) whichever is applicable.
- (2) Each new or modified activity or relationship with a Company (i.e., license agreement with Spin-Off Company).
- (3) Each new circumstance, situation, or activity that is not associated with an ORS or OSP submission and is a Conflict of Interest.

The Employee's Unit Head and Dean or associate vice president/dean, whichever is appropriate, shall review and discuss the disclosure with the Employee as necessary. If it appears that a conflict exists, the appropriate administrator will forward written recommendations regarding the elimination, mitigation, and/or management of any identified Conflict(s) to the Appropriate Vice President for review and final decision on how to proceed. The Appropriate Vice President may consult with others, such as a committee appointed for that purpose. The Employee shall be notified in writing of the decision, including any requirements for immediate action and plans for continued monitoring of the Conflict.

(C) HOW TO DISCLOSE

All disclosures are to be made on the "Conflicts of Interest Disclosure Form." As appropriate, the Conflicts of Interest Disclosure Form is incorporated into the Office of Research Services Routing Forms for submissions that may be affected by a conflict. Other, non-ORS related disclosures (including those arising from OSP-related projects) are made on forms maintained by the Senior Vice President and Provost's Office and the IRB and submitted to the Appropriate Vice President. See Appendix G and the Office of Research Services, Senior Vice President and Provost, and IRB websites (<http://www.ou.edu>) for disclosure forms with contain specific instructions.

5.10.8

ELIMINATING, MITIGATING, OR MANAGING CONFLICTS OF INTEREST

After a Conflict has been identified and disclosed, the Employee involved shall develop a written Management Plan for submission to the Appropriate Vice President in order to eliminate, mitigate or manage the Conflict. The plan may include, but is not limited to:

- (A) Full internal disclosure and annual updates on University disclosure forms;
- (B) Public disclosure;

- (C) Disclosure to individuals or entities with relevant interests such as institutional committees, research participants, journals, and data safety monitoring boards;
- (D) Modification of the activity;
- (E) Divestiture of financial interests of the Employee and/or his/her Family;
- (F) Reduction of involvement or severance of relationships that create the Conflict;
- (G) Alteration of participation in all or a portion of the activity;
- (H) Transferring securities to an independent financial manager or blind trust or limiting the timing of sales or distributions;
- (I) Oversight of activity by an appropriate supervisor or independent reviewer;
- (J) Termination of student or post-doctoral fellow involvement in the activity;
- (K) Independent clinical review of the appropriateness of clinical care given to research participants, if applicable;
- (L) Monitoring the informed consent process.

After implementation of a Management Plan and commencement of the activity or relationship, the Appropriate Vice President will review the effectiveness of the Plan as often as deemed necessary, but not less frequently than every twelve months. If, during the conduct of the activity, the Appropriate Vice President determines that the Conflict has not been properly managed or has become unmanageable under the Plan, he/she will then, among other options, review the activity and, as necessary, refine the Plan accordingly and/or require a new disclosure. If an outside funding agency requires notification of the Conflict, the Appropriate Vice President will notify the agency in accordance with agency requirements. For activities with Companies in which the Employee has Equity or serves as an Officer or on the Board, the Management Plan must comply with Section III. F., Relationships with Companies and Organizations, of this policy.

Many federal agencies also have Conflict of Interest policies that have implications for University Employees who are responsible for and/or partially funded by federal agency grants and contracts. Employees should be aware of those policies and work with ORS and OSP in applying them as applicable.

#### 5.10.9

#### SANCTIONS

University sanctions may include, without restriction, reprimand, restitution, loss of pay, suspension, or dismissal. Persons who violate this policy also may be subject to civil and criminal penalties for violations of state or federal law; e.g., civil penalties for willful violations of state laws may reach \$50,000 or more per violation. Allegations against an Employee for breach of this policy should be reported to the Appropriate Vice President for review and action. In the event a violation of this policy also constitutes a breach of any other University policy, the Senior Vice President and Provost, in consultation with the Appropriate Vice President, shall determine which policy shall govern.

5.10.10UPDATES TO THIS POLICY

Updates to this document will be made as necessary through the appropriate University approval processes. Faculty and staff will be notified of updates to this document. Those updates will include both University policy changes as well as federal and state policy changes that have implications for University Employees.

University Employees who are funded in whole or in part by grants and contracts from federal agencies may be subject to other and/or more stringent Conflict of Interest reporting requirements than those in this policy. In such cases, ORS and OSP will promulgate funding agency-specific policies that will be applied only to Employees who apply for and/or are awarded sponsored projects from those agencies (or subcontracts from other entities that flow down agency-specific policies). The University will enforce any additional reporting requirements as a function of administering projects that require them.

5.10.11IMPLEMENTATION PLAN

Each Vice President will be responsible for developing implementation plans for the Norman Campus Conflict of Interest Policy. Those implementation plans will be reviewed and approved by the President of the University.

STAFF HANDBOOK (NORMAN CAMPUS)

**5.20 POLICY REGARDING FINANCIAL CONFLICTS OF INTEREST, NORMAN CAMPUS**

Refer to the appropriate Vice President or Provost for applicable conflict of interest policies.

STAFF HANDBOOK (NORMAN CAMPUS)

5.20 POLICY REGARDING CONFLICTS OF INTEREST (Norman campus only)

5.20.1STATEMENT OF GENERAL POLICY

- (A) The University of Oklahoma is a public institution committed to the mission of teaching; research and creative/scholarly activity; professional and University service; and public outreach. To these ends, the University strives to maintain an atmosphere that promotes free, open, and objective scholarly inquiry and compatible professional interactions while recognizing its obligations and limitations as a public institution.
- (B) Conflicts of interest are not uncommon in a modern university. The University actively recruits and recognizes individuals with creative abilities who can contribute to interactions not only in the classroom and laboratory but also in the business community. There exist many opportunities to develop relationships with external organizations, public and private, that enhance one's professional competency, render valuable service to the community, and benefit the University. Such interactions and relationships can create conflicts of commitment or interest that must be governed in a manner consistent with institutional and public values. The existence of a conflict is often not clear-cut; however, an undisclosed or unmanaged conflict can irreparably damage reputations that may have taken a lifetime to establish, and thus impair the University's standing.

Accordingly, University Employees must be watchful that their relationships and activities do not create, or appear to create, unmanageable conflicts.

- (C) A Conflict of Interest refers to situations in which financial or other personal considerations may compromise an Employee's professional judgment in carrying out his/her University responsibilities that include but are not limited to teaching, research, service, contract administration, and purchasing. When used in this policy, the term Conflict of Interest ("Conflict") means (1) an actual conflict of interest exists, or (2) the potential exists for a conflict of interest to occur, or (3) there appears to be a conflict of interest; i.e., if made public, it could discredit the Employee or the University. The term also includes a Conflict of Commitment. Employees are expected to know and comply with the applicable laws and policies related to their appointment as University/State Employees.
- (D) The purpose of this policy is to provide procedures and guidance for identifying, disclosing, and managing Conflicts of Interest to assure that such Conflicts do not improperly affect the activities or professional conduct of the University or its Employees. Appropriate disclosure, review, and management provide protection from legal liability and ethical criticism for Employees and the University.

### 5.20.2

#### GOVERNING AUTHORITY

Governing authority for this policy is derived from State and federal laws, rules, and regulations as well as the policies of the University of Oklahoma Board of Regents. This policy overlaps with, but does not replace, University Employee responsibilities, under such governing authority which, in some instances, will include additional prohibitions, penalties, and reporting duties. Compliance with State and federal laws, rules, and regulations does not necessarily eliminate or provide suitable management of a Conflict, which still must be addressed in accordance with this policy.

### 5.20.3

#### DEFINITIONS

- (A) APPROPRIATE VICE PRESIDENT: The vice president with authority over the unit or activity in which the Conflict of Interest has been identified or his/her designee. For example, if the disclosure regards a research activity, the Vice President for Research will provide oversight, regardless of where the individual is employed within the University. If the activity is not research-related, the vice president with authority over the unit or activity will provide oversight.
- (B) BOARD: Board of Directors or Advisory Board.
- (C) COMPANY OR ORGANIZATION: Any entity (for-profit or non-profit), including a Spin-Off Company, other than the Board of Regents of the University of Oklahoma.
- (D) COMPENSATION: All remuneration or other things of value received in payment for services rendered, such as salary, gifts, stocks, favors, or other items of value.
- (E) CONFLICT OF COMMITMENT: Time or effort devoted to professional activities that may adversely affect or interfere with an Employee's primary University responsibilities and obligations.

- (F) CONFLICT(S) OF INTEREST (CONFLICT): Refers to situations in which financial or other personal considerations may compromise an Employee's professional judgment in carrying out his/her University responsibilities such as teaching, research, contract administration, or purchasing. When used in this policy, the term Conflict of Interest means (1) an actual conflict of interest exists, or (2) the potential exists for a conflict of interest to occur, or (3) there appears to be a conflict of interest; i.e., if made public, it could discredit the Employee or the University. The term also includes a Conflict of Commitment.
- (G) EMPLOYEE: Any person possessing a full- or part-time faculty or staff appointment at the University. For the purposes of this policy, Employee also includes adjunct faculty, postdoctoral fellows, residents, and volunteers. In addition, graduate and undergraduate students, whether or not paid, who work on grants or contracts are considered Employees for the purposes of this policy.
- (H) EQUITY: Ownership interest in a Company, such as stock and stock options.
- (I) FAMILY: Includes any individual who is a spouse/domestic partner, parent, child, stepparent, stepchild, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, or grandchild of an Employee or a member of the Employee's household.
- (J) FINANCIAL INTEREST: Anything of monetary value including, but not limited to, Equity.
- (K) GIFT: Anything of value to the extent that consideration of equal or greater value is not received in exchange, as set forth in the State Ethics Commission Rules Governing the Ethical Conduct of State Officers and Employees.
- (L) INSTITUTIONAL BASE SALARY: The annual guaranteed compensation paid by the University for an Employee's appointment, whether that individual's time is spent on research, teaching, patient care, and/or other University activities.
- (M) MANAGEMENT PLAN: Written plan to manage, mitigate, or eliminate a disclosed Conflict of Interest.
- (N) OPERATING OFFICER: An executive of a Company (with or without salary); e.g., Chief Executive Officer, Chief Operating Officer, Chief Financial Officer, President, Vice-President.
- (O) PRINCIPAL INVESTIGATOR: Any person who is responsible for the design, conduct, or reporting of Research.
- (P) PUBLIC HEALTH SERVICE (PHS): An operating division of the U.S. Department of Health and Human Services, and any components of the PHS to which the authority involved may be delegated.
- (Q) RESEARCH: A systematic, intensive study intended to increase knowledge or understanding of the subject studied, a systematic study specifically directed toward applying new knowledge to meet a recognized need, or a systematic application of knowledge to the production of useful materials, devices, and systems or methods, including design, development, and improvement of prototypes and new processes to meet specific requirements. Also termed "research and development."
- (R) SCIENTIFIC OFFICER: The person responsible for conceiving, evaluating, and/or executing Research for a Company (with or without salary).

- (S) SENIOR VICE PRESIDENT AND PROVOST: The chief executive academic and administrative officer of the University or his/her designee.
- (T) SIGNIFICANT FINANCIAL INTEREST: Financial interests above a certain threshold:
- (1) Interests that when aggregated over the next twelve months for the Employee and the Employee's spouse/domestic partner and children, meet either of the following tests:
    - (a) Exceeds \$5,000 in value as determined through reference to public prices or other reasonable measures of fair market value, unless the sponsoring agency has more stringent/restrictive financial requirements or thresholds, in which case those will prevail, or
    - (b) Represents more than a five percent ownership interest in any single entity.
  - (2) Interests that exceed \$1,000 in dividends derived during the preceding calendar year.
  - (3) Interests that involve the ownership or promise of stock or stock options of any amount in a Spin-Off Company.
  - (4) Annual income for professional or consulting service from a Company in excess of 25% of the Employee's Institutional Base Salary.
- (U) SPIN-OFF COMPANY: A Company that is organized to develop and/or commercialize specific University intellectual property. Spin-Off Companies are typically privately held, for-profit Companies with licenses to develop and/or commercialize University intellectual property created by University Employees and in which those Employees often own some or all of the Company.
- (V) UNIT HEAD(S): An Employee's supervisor, such as his/her Department Chair, Center Director, or Dean. Faculty with split appointments may have more than one Unit Head.
- (W) UNIVERSITY: The University of Oklahoma, Norman Campus.
- (X) UNIVERSITY RESOURCES: All University facilities, equipment, real and personal property, intellectual property, and human resources.

#### 5.20.4

#### WHEN IS THERE A CONFLICT OF INTEREST?

Unless disclosed and approved, or otherwise permitted by law or University policy, University Employees may not:

- (A) Disclose confidential and/or proprietary information acquired through their University employment to anyone not entitled to receive it, nor use such information for personal gain or benefit; e.g., providing a Company with early or exclusive access to Research results, except in compliance with a sponsored research agreement or grant;
- (B) Use their University position to obtain special privileges or compensation;
- (C) Knowingly seek or accept anything of value intended to or that may be perceived to affect their judgment in the performance of their University responsibilities;



- (D) Have any interests, engage in any business or professional activities, or incur any obligations that conflict, or appear to conflict, with the performance of their University duties in the absence of guidelines or a management plan that mitigates any real or perceived conflict;
- (E) Influence or appear to influence University financial, Research, or other decisions for procuring materials or services from Companies in ways that lead or may lead to personal gain for themselves or their Families;
- (F) Use their University position to market or endorse the goods or services of a Company; or
- (G) Participate in Research or technology transfer activities that compromise or appear to compromise objectivity and judgment in the design, conduct, or reporting of the Research.

Nothing in this policy prohibits any academic or administrative unit from establishing supplementary Conflicts of Interest policies and/or procedures that are more restrictive than those included in this policy.

#### 5.20.5

#### IDENTIFYING CONFLICTS OF INTEREST

Identification and disclosure of Conflicts of Interest can protect the Employee and the University from damage to reputations and professional activities. Employees may contact their supervisor, Appropriate Vice President, or the Office of Legal Counsel with questions regarding Conflicts. The conditions, circumstances, and relationships described in this section could result in Conflicts. Each Employee is required to identify and disclose all Conflicts relating to, but not limited to, each of the categories below:

#### (A) FINANCIAL CONFLICTS OF INTEREST

Although most disclosures of Financial Interests will probably be deemed de minimis Conflicts, Financial Interests above certain thresholds will automatically be deemed by law or regulation to be Significant Financial Interests and will require closer scrutiny, and possible elimination, mitigation, and/or management.

Some outside financial activities, such as ownership of shares in a mutual fund or an ownership interest in a family or other business that (1) has no business relationship to the University and (2) is engaged in activities that are unrelated to the Employee's academic or professional duties, do not fall within these thresholds, and so should not be reported for these purposes.

The thresholds are as follows:

- (1) Interests that when aggregated over the next twelve months for the Employee and the Employee's spouse/domestic partner and children, meet either of the following tests:
  - (a) Exceeds \$5,000 in value as determined through reference to public prices or other reasonable measures of fair market value, unless the sponsoring agency has more stringent/restrictive financial requirements or thresholds, in which case those will prevail, or

- (b) Represents more than a five percent ownership interest in any single entity.
- (2) Interests that exceed \$1,000 in dividends or similar interests derived during the preceding calendar year.
- (3) Interests that involve the ownership or promise of stock or stock options or similar interests of any amount in a Company in which the University owns equity or was created by virtue of University-developed technology.
- (4) Annual income for professional or consulting activity from a Company in excess of 25% of the Employee's Institutional Base Salary.

(B) USE OF UNIVERSITY RESOURCES

University Resources are acquired and maintained to carry out the education, research, and public service missions of the University. Except for insignificant and incidental use, an Employee may not use University Resources for personal, non-public or non-University purposes, with the exception of specific non-university purposes that have been determined through a documented process to be within the University's mission and to the institution's benefit by the appropriate Vice President. If a question arises regarding what constitutes other than insignificant and incidental use, the Employee should consult a supervisor for clarification. Many conflicts of interest in using University Resources, particularly those relating to private companies in which a faculty member is involved, can be resolved.

- (1) Facilities, Equipment, Real and Personal Property. Employees using University facilities are required to comply with the University's Facility Use policy (see <http://www.ou.edu/contracts/ou-facility-use-policy-2002.pdf> and Faculty Handbook 3.27.2(H)). In keeping with State of Oklahoma constitutional provisions and subject to applicable law and all pertinent University policies, rules, and regulations, a private business may access University R&D facilities if the University, acting through its appropriate officers and employees (e.g., Department Head, Dean having oversight responsibility for programs taking place in the facility, Executive Director of Research Services, etc.), determines, in its sole and absolute discretion, that: (i) pursuant to written agreement, the private business is involved in a collaborative project with the University involving University faculty or student collaborators or University technology; (ii) the private business provides sufficient legal and financial consideration for such use (material and substantial economic benefit to the state and/or University, can be a factor); (iii) the results of the collaboration have potential economic value for the parties; (iv) the facilities and their use by the private business participating in the collaborative project are suitable to the origination, nature, and purposes of the facility, in the University's sole and absolute discretion; and, (v) such access would materially benefit the University and/or further one or more of the University's missions. In the case of research facilities, the Office of Research Services (ORS) is responsible for the negotiation and authorization of such use through Facilities Use Agreements (FUA). Such agreements are annually renewable. See also Section III. F.7 of this policy. The Office of Sponsored Programs (OSP) is responsible for Oklahoma Center for Continuing Education (OCCE) facilities use. Use of University facilities for non-research purposes will be negotiated and authorized by the Appropriate Vice President.
- (2) Intellectual Property issues are managed under the University's Intellectual Property Policy found in the Faculty Handbook (3.27), the Staff Handbook (3.14), and the OU Regents Policy Manual (3.1.8).

- (3) Human Resources. Human resources must not be exploited in the course of an Employee's activities. Human resources include students, postdoctoral fellows, residents, faculty, and staff. It is especially important to be alert for the misuse of human resources since it often results from innocent or unconscious action.

(C) USE OF OFFICIAL POSITION

State law prohibits any state officers or state Employees from using their official positions to obtain private benefits or to solicit or secure special privileges, exemptions, or compensation for themselves or others, except as allowed by law.

For example, University Employees:

- (1) Must ensure that time and effort spent on outside speaking, consulting, and other activities do not conflict with or affect the performance of their University responsibilities and are reported as appropriate under the Senior Vice President and Provost's Disclosure of Outside Employment and Extra Compensation policy.
- (2) May not use their official University position or the University's name for personal gain or private purposes for themselves or their Families.
- (3) May not use their official position to market, promote, or endorse the goods or services of any Company.
- (4) May not market, promote, or endorse goods or services in a manner that could be perceived by the public as the University's marketing, promoting, or endorsing those goods or services.
- (5) May not contract for services or purchases with their Families or with companies owned in whole or in part by themselves or their Families. Provided, however, exceptions may be granted in unusual circumstances if approved in advance by the Appropriate Vice President and are subject to University Purchasing rules. Requests for an exception must contain a detailed description of the proposed activity and a compelling justification for the provision of services or products by the Employee's Family or related Company. The relationship between the Employee and Family or Company must clearly be disclosed.

(D) CONFLICT OF COMMITMENT

- (1) Full-time faculty and staff owe their primary commitment of time and intellectual energies to the University.
- (2) Subject to the principles described in 5.7.1 of the Norman Campus Faculty handbook and section 5.3 of the Norman Campus Staff handbook, faculty and staff members may engage in professional activities for extra remuneration (from within the University or from outside sources or in any combination of the two) to a maximum of 25% of their full-time professional effort.
- (3) Employees must not allow professional activities to detract from their primary allegiance to the University. Employees must maintain a significant presence on campus unless inconsistent with the scope of their appointment (such as assignment to an off-campus task or office, instructional or research activities that take place off-campus, travel related to academic meetings or faculty sabbaticals, and the performance of other job-related duties that require Employees to spend significant amounts of time away from campus).

- (4) Employees with less than full-time appointments may engage in individual consulting relationships and other employment, to the degree that those activities do not interfere or conflict with their obligations to the University and occur outside their University appointment.

(E) INSTITUTIONAL CONFLICTS OF INTEREST

See Institutional Conflicts of Interest are managed under the University's Institutional Conflicts of Interest Policy. See

[http://digital.libraries.ou.edu/regents/minutes/2010\\_03\\_25.pdf](http://digital.libraries.ou.edu/regents/minutes/2010_03_25.pdf) (pages 56-57).

(F) RELATIONSHIPS WITH COMPANIES AND ORGANIZATIONS

Generally, although employees may accept positions and hold Financial Interests in privately held, for-profit Companies, relationships with (a) for- profit Companies that are doing business with the University or (b) Companies in which Employees have a direct financial stake may create Conflicts that require disclosure, assessment, and management. Employees may also be prohibited from involvement in particular business arrangements by governing law.

Employees with an ownership interest in Companies should be aware of the following state ethics rule: No Employee shall sell, offer to sell, or cause to be sold; rent; or lease (either as an individual or through any Company in which the Employee holds a Financial Interest) goods, services, buildings or property to the University. Exceptions to this rule are: 1) contracts for goods or services valued at less than five thousand dollars (\$5,000), and 2) contracts entered into after public notice and in response to a University bid or request for proposal (RFP).

(1) EQUITY AND OTHER FINANCIAL INTERESTS

Employees who propose to become involved with a Company in which they have a Financial Interest, including but not limited to Equity, must promptly disclose the interest to the University if (1) the Company proposes to or does business with the University or (2) the Company operates in an area that overlaps with the Employee's academic or professional University position. Employees having income from or Equity in such Companies should recognize that their ability to conduct Research sponsored by that Company may be restricted, or their objectivity compromised, because of Conflicts created by their income from or Equity in the Company. When intellectual property is produced by an Employee in the performance of his/her official University duties or through the use of University Resources, the Employee may receive income or Equity under contract through the University from a Company commercializing the intellectual property.

Financial interest in a Company that does not do business with the university or that does not operate in an area that overlaps with the Employee's academic or professional University position should not be disclosed under this policy.

(2) MEMBERSHIP ON BOARDS

Service on a for-profit Company's or non-profit Organization's Board of Directors or Advisory Board is normally acceptable; however, when the Company or Organization proposes to do or is doing business with the University, Conflicts

may arise because fiduciary obligations to the Company or Organization may conflict with primary obligations to the University to act in its best interests. When such a Conflict arises or is anticipated, Notice to and approval of Board membership by the Appropriate Vice President and recusal from Board matters involving University interests are required. This Notice and approval protects both the employee and the University and should not be an onerous process. In some cases, an employee's involvement with a particular Company's or Organization's Board may rise to a level that recusal is not sufficient to mitigate real or perceived Conflicts. In those cases, the Appropriate Vice President should be notified to determine whether continued service on the Board in question is in the best interests of the University and, if so, to develop a Conflict Management Plan.

Employees may be permitted to serve on the Board of a Company that has licensed University technology if the service is disclosed in advance to and with approval of the Appropriate Vice President. An employee who is allowed to assume a Board position should recognize that his or her ability to conduct Research that is sponsored by the Company may be restricted because of the Conflict created by the Board position. Employees who assume Board positions must recuse themselves from all Board decisions that involve the University.

(3) SERVICE AS AN OPERATING OFFICER

An Employee must disclose service or plans to serve as an Operating Officer of any Company or Organization in which the University owns a Financial Interest or with which there is a Conflict with the Employee's University position (including financial conflicts, conflicts of effort, use of university facilities, potential or real overlap between university research and company research, and ownership of intellectual property). If an Employee wishes to serve as an Operating Officer, under such circumstances, he/she must work with the Appropriate Vice President to put in place a management plan to mitigate conflicts or, failing that, may request a leave of absence from the University for a specified period of time, in accordance with policies in the Faculty and Staff Handbooks.

(4) SERVICE AS A SCIENTIFIC OFFICER

An Employee may serve as a Scientific Officer for a Company with the prior written permission of the Unit Head, Dean, and Appropriate Vice President. Such service must be through a written agreement between the University and the Company. The term of service as a Scientific Officer should ordinarily be for one year, renewable with written approval of the Employee's Unit Head, Dean, and the Appropriate Vice President.

(5) CONSULTING RELATIONSHIPS AND MULTIPLE ACTIVITIES

Where consulting and other activities are performed for individual remuneration for a Company or Organization in which the Employee holds Equity; receives compensation; serves as a Scientific Officer; has a Board seat; has multiple professional relationships with the Company or Organization (e.g., consulting and research agreements); or, as permitted under this policy, serves as an Operating Officer; any consulting relationship with the Company or Organization must be disclosed and receive prior review and written approval from the Employee's Unit Head, Dean, and the Appropriate Vice President.

This policy does not apply to consulting and other activities in which the Employee has no other relationship with the Company or Organization apart from employment to undertake a specific task or activity. Those latter activities fall under the Outside Employment policies as outlined in 5.7.1 of the Norman Campus Faculty Handbook and section 5.3 of the Norman Campus Staff Handbook.

Employees who enter into confidentiality or nondisclosure agreements with multiple companies or other outside entities may face challenges in maintaining specific confidentiality requirements across those different interactions, particularly when the intellectual content is similar or overlapping. Therefore, it is essential to limit the amount of confidential information received from the Company and to have the Company agree to clearly identify such proprietary information by marking it as "confidential." On occasion, it may be necessary to report Company proprietary information to the University in order for an Employee to report an invention. In this case, the proprietary information may be protected by executing a non-disclosure agreement between the company and the University.

When the disclosure of proprietary information occurs, either from the University to the Company or from the Company to the University, as a result of a sponsored agreement between the Company and the University, a nondisclosure agreement must be negotiated and signed on the Employee's behalf by the University. The University will assist Employees engaged in sponsored research involving confidentiality clauses and/or agreements in evaluating their risks of conflicts of interest flowing from those confidentiality agreements and in developing management plans to mitigate such risks. The extent to which Employees are exposed to risks due to confidentiality agreements or clauses in sponsored projects should be reviewed periodically and whenever a new sponsored project is initiated.

It is important to note that any information disclosed by a Company to the University may be subject to Oklahoma Open Records Act requests or Federal Freedom of Information Act requests.

It is the University's practice to limit, to the extent possible, the sharing to a Company of information that is confidential or proprietary, including research results and technologies developed by the University. Doing so has implications for export control restrictions and other considerations and thus no such sharing should occur without first consulting the Appropriate Vice President.

It is not uncommon for a company to disclose proprietary information to an Employee acting as an outside consultant. In doing so, the company often wants written assurance that this information will be kept confidential. Confidentiality can be challenging for an Employee involved in open, free exchanges of information in a public university setting, and the company's documentation in this regard should be scrupulously examined.

#### (6) SUPPORT OF STUDENTS AND TRAINEES BY COMPANIES

The progress and academic standing of students and trainees must never be compromised. Employees supervising students and trainees working on a funded activity in which there is the potential for the creation of Intellectual Property must inform them in writing of the source(s) of their funding support, disposition of intellectual property, management of proprietary information, and handling of

publication rights prior to assigning the students or trainees to a Research or training project supported by a Company or Organization. (See also "Patent Policy" in the Graduate College Bulletin <http://www.ou.edu/content/dam/gradweb/documents/Publications/GCBulletin.pdf>).

A student's academic program cannot be supported by a Company or Organization in which the Employee supervising the student's academic program has Equity, serves on a Board, or serves as an Operating Officer or Scientific Officer, unless specifically approved in writing by the Dean of the Graduate College and the Senior Vice President and Provost. If approved, support (e.g., stipends, tuition, salary, scholarships) for students and trainees provided by Companies or Organizations must comply with all of the following provisions:

- (a) The College department, program, or unit approves the recipient;
- (b) The funds are provided to the University;
- (c) The recipient is not subject to any implicit or explicit expectation of providing or foregoing something in return for the support; i.e., a "quid pro quo";
- (d) The Company does not withhold or unreasonably limit publication of the student's research. University trainees and students may not be employed by any Company to conduct Research that overlaps with their University training or academic program. In addition, a faculty member with supervisory responsibility for an Employee may have a potential Conflict in also serving as mentor for the same individual as a student; therefore, any proposed employment of a trainee or student by a Company to work on Company Research that does not overlap with their training or academic program in which the mentor has Equity, serves on a Board, or serves as an Operating Officer or Scientific Officer of the Company must be approved in advance by the Dean of the Graduate College and the Senior Vice President and Provost;
- (e) Evaluations of student performance, salary, and other matters are handled by an individual who holds a position above that of the Employee supervising the student's academic program.

This policy applies solely to sponsored projects in which the sponsor is a Company or Organization in which a faculty member has a financial interest. The policy is intended to manage any conflicts that may arise from the faculty member's simultaneous roles as someone with a financial interest or other interest in the company and as a mentor to graduate students employed on a project sponsored by that Company or Organization. This policy does not apply to sponsored projects in which a faculty member does not have a financial or other interest as defined in sections III.A or III.F.1-5 of this document.

#### (7) COMPANY OR ORGANIZATION USE OF UNIVERSITY EQUIPMENT AND SPACE

An Employee may not use or allocate University equipment or space for personal, non-public, or non-University purposes, except as provided by University policy. Limited use of University space and designated equipment by a Company or Organization may be permitted in accordance with governing law following review and approval by the Appropriate Vice President. The terms and conditions

of such use shall be reduced to writing and signed by the Appropriate Vice President and the Company or Organization in accordance with University policy.

(8) FUNDING FOR SPONSORED RESEARCH AND SERVICE ACTIVITIES

Employees may not act as a Principal Investigator on sponsored projects administered outside the University, except as allowed by Board of Regents' policy. There is a presumption against accepting funding from a Company or Organization for a project in which an Employee, acting on behalf of the University as the Principal Investigator, meets one or more of the following criteria: (i) the University or the Employee has a significant Financial Interest, (ii) the Employee serves on the Board of the Company, or (iii) the Employee serves as an Operating Officer or Scientific Officer.

The presumption is applied as follows: When a Company or Organization proposes to contract for Research or services to be conducted by such an Employee or anyone under the direction of that Employee and the Research or services involve neither human research participants nor validation testing, the presumption against accepting funding may be rebutted if, in the judgment of the Appropriate Vice President, one of the following is met:

- (a) The Employee's influence over the Company's or Organization's decisions and the possible commercial or private benefit from the Research or services are negligible.
- (b) The Research or service is essential to maintain the continuity of an effort related to University licensed intellectual property during a short interval of time, normally not greater than one year.
- (c) The Employee's relationship with the Company or Organization does not involve additional relationships with the Company or Organization such as consulting or service agreements or Board membership, so that the likelihood of any distortion of the Research or service outcome is minimal.

Employees who meet one or more of these criteria and also supervise the academic programs of students and trainees employed by a project or service sponsored by the Company or Organization in question shall inform them in writing of the source(s) of funds, disposition of intellectual property, management of proprietary information, and handling of publication rights prior to assigning the students or trainees to a Research or training project.

The University may not conduct testing to validate to the public an invention created at or by the University, intended to be patented. Such validation must be undertaken by a third party to insure the integrity of the patent application.

(9) SBIR / STTR PROGRAMS

Under Small Business Innovation Research (SBIR) and Small Business Technology Transfer (STTR) programs, small businesses are encouraged to partner with a research university to perform innovative research and/or to assist in technology transfer from the university. A University Employee may participate in the SBIR/STTR project only through a contract between the University and the Company that outlines the Employee's responsibilities and/or University benefits or with written authorization by the Dean and Vice President for Research.



SBIR/STTR programs can produce a variety of complex situations with regard to Conflicts issues. Therefore, Employees are required to comply with the following:

- (a) A University Employee with any role on an SBIR/STTR project must submit the entire grant application (University's portion and small business's portion) to the Office of Research Services (ORS) or to Outreach Sponsored Programs (OSP) to enable the appropriate reviews to take place before submission of the application to the funding agency.
- (b) The Principal Investigator for the small business SBIR/STTR application and the principal investigator for the subcontract to the University must be different individuals.
- (c) If a University Employee or his/her Family has a Financial Interest in a Company, that individual may not bring Research into his/her University laboratory through an SBIR or STTR contract involving that Company, except through a contract between the Company and the University.
- (d) The Company must provide evidence of availability of functioning space in which Research activities can and will take place prior to submission of the grant application.
- (e) The Employee must notify the Vice President for Research and/or ORS or The Vice President for University Outreach and/or OSP (as appropriate) in writing upon receipt of an SBIR/STTR award. If the Employee is serving as the Principal Investigator of the small business concern on an SBIR grant, he/she must also provide documentation of approval from the appropriate Dean to reduce his/her University appointment to commit the required minimum 51% effort as the SBIR Principal Investigator of the small business concern.
- (f) Prior to the start of the project, a contract between the University and the Company must be executed outlining the Employee's responsibilities and/or University benefits or the Employee must obtain written authorization by the Dean and the Vice President for Research or the Vice President for University Outreach (as appropriate) to proceed. There must be a clear distinction between the work done by or on behalf of the Company and the work performed by or on behalf of the University.
- (g) The Employee must work through his/her college/department to reduce his/her appointment if serving as the Principal Investigator on an SBIR award for the company.

#### 5.20.6

#### FINANCIAL INTERESTS INVOLVING HUMAN RESEARCH PARTICIPANTS

All Financial Interests of an Employee serving as an investigator in Research involving human research participants must be disclosed and managed under the University's Human Research Participant Protection (HRPP) policy, SOP 104A, "Conflict of Interest - Investigators". (See link: <http://www.ouhsc.edu/irb-norman/default.asp>).

An investigator with a Conflict in Research involving human research participants may conduct that Research only with an HRPP-approved Management Plan. However, the Norman Campus Vice President for Research has final authority to disallow Research determined to be contrary to the best interests of the University.

### 5.20.7

#### DISCLOSING CONFLICTS OF INTEREST

Employees must disclose a Conflict whenever a new activity or relationship arises and also on an annual basis in accordance with this policy. To ensure all required disclosures are made under this policy Employees should contact the Unit Head, Dean, or Appropriate Vice President if there is any question whether an activity or relationship requires disclosure. All disclosures will be forwarded to the Senior Vice President and Provost. Failure to disclose Conflicts can result in administrative sanctions, severe sanctions, and/or civil and criminal penalties.

#### (A) WHAT TO DISCLOSE

When used in this policy, the term Conflict of Interest ("Conflict") means (1) an actual conflict of interest exists, or (2) the potential exists for a conflict of interest to occur, or (3) there appears to be a conflict of interest; i.e., if made public, it could discredit the Employee or the University. Disclosure of Conflicts is required for the following in accordance with this policy:

- (1) FINANCIAL CONFLICTS OF INTEREST ABOVE THE SPECIFIED THRESHOLDS
- (2) CONFLICTS OF COMMITMENT
- (3) RELATIONSHIPS WITH COMPANIES AND ORGANIZATIONS
  - (a) Equity and other Financial Interests
  - (b) Board membership
  - (c) Service as an Operating Officer
  - (d) Service as a Scientific Officer
  - (e) Consulting relationships with Companies and Organizations
  - (f) Multiple professional relationships with Companies and Organizations
  - (g) Company support of students and trainees
  - (h) Company and Organization use of University equipment and/or space
  - (i) Sponsored research support from Companies or Organizations in which the Employee or University has a Significant Financial Interest
  - (j) Compensation for professional services to a Company or Organization

- (k) Financial Interests involving human subjects research
- (4) EXAMPLES: Although all possible required scenarios cannot be itemized here, the following are examples of circumstances that DO require disclosure under this policy:
- (a) Participating in University Research on a technology owned, licensed, or contractually obligated to a Company with which the Employee or his/her Family has a Financial Interest.
  - (b) Receipt of University Research support (whether in dollars or in kind) from a Company with which the Employee or his/her Family has a Financial Interest.
  - (c) Receipt of royalties on products undergoing Research or testing under the supervision or control of the Employee.
  - (d) Service on a board of directors or scientific advisory board of, or executive position with, a Company from which the Employee, Employee's Family, or a Company or Organization associated with the Employee or his/her Family receives sponsored project support.
  - (e) Receiving funds, gifts, or any compensation from a Company or Organization that is sponsoring an Employee's Research or other sponsored activity, for activities or purposes unrelated to the actual costs of performing that Research or other sponsored activity.
  - (f) Assigning to students tasks related to an Employee's involvement with a Company or Organization.
  - (g) Purchasing equipment, services, or supplies for Research or other University activity from a Company with which the Employee, the Employee's Family, or a Company associated with the Employee or his/her Family has a Financial Interest.
  - (h) Receipt of any non-royalty payments or entitlements to payments in connection with the Research or other University activities that are not directly related to the reasonable costs of the Research or other University activities (as specified in an agreement between the sponsor and the University). In addition, in all publications and presentations Employees must always disclose Financial Interests in any Company that supports Research or other sponsored activity being reported.

(B) WHEN TO DISCLOSE

If a conflict exists or is suspected, disclosure is required with:

- (1) Each new and renewal proposal, grant application, and contract submitted to the Office of Research Services (ORS) or Outreach Sponsored Programs (OSP) whichever is applicable.
- (2) Each new or modified activity or relationship with a Company (i.e., license agreement with Spin-Off Company).
- (3) Each new circumstance, situation, or activity that is not associated with an ORS or OSP submission and is a Conflict of Interest.

The Employee's Unit Head and Dean or associate vice president/dean, whichever is appropriate, shall review and discuss the disclosure with the Employee as necessary. If it appears that a conflict exists, the appropriate administrator will forward written recommendations regarding the elimination, mitigation, and/or management of any identified Conflict(s) to the Appropriate Vice President for review and final decision on how to proceed. The Appropriate Vice President may consult with others, such as a committee appointed for that purpose. The Employee shall be notified in writing of the decision, including any requirements for immediate action and plans for continued monitoring of the Conflict.

(C) HOW TO DISCLOSE

All disclosures are to be made on the "Conflicts of Interest Disclosure Form." As appropriate, the Conflicts of Interest Disclosure Form is incorporated into the Office of Research Services Routing Forms for submissions that may be affected by a conflict. Other, non-ORS related disclosures (including those arising from OSP-related projects) are made on forms maintained by the Senior Vice President and Provost's Office and the IRB and submitted to the Appropriate Vice President. See Appendix G and the Office of Research Services, Senior Vice President and Provost, and IRB websites (<http://www.ou.edu>) for disclosure forms with contain specific instructions.

5.20.8

ELIMINATING, MITIGATING, OR MANAGING CONFLICTS OF INTEREST

After a Conflict has been identified and disclosed, the Employee involved shall develop a written Management Plan for submission to the Appropriate Vice President in order to eliminate, mitigate or manage the Conflict. The plan may include, but is not limited to:

- (A) Full internal disclosure and annual updates on University disclosure forms;
- (B) Public disclosure;
- (C) Disclosure to individuals or entities with relevant interests such as institutional committees, research participants, journals, and data safety monitoring boards;
- (D) Modification of the activity;
- (E) Divestiture of financial interests of the Employee and/or his/her Family;
- (F) Reduction of involvement or severance of relationships that create the Conflict;
- (G) Alteration of participation in all or a portion of the activity;
- (H) Transferring securities to an independent financial manager or blind trust or limiting the timing of sales or distributions;
- (I) Oversight of activity by an appropriate supervisor or independent reviewer;
- (J) Termination of student or post-doctoral fellow involvement in the activity;
- (K) Independent clinical review of the appropriateness of clinical care given to research participants, if applicable;
- (L) Monitoring the informed consent process.

After implementation of a Management Plan and commencement of the activity or relationship, the Appropriate Vice President will review the effectiveness of the Plan as often as deemed necessary, but not less frequently than every twelve months. If, during the conduct of the activity, the Appropriate Vice President determines that the Conflict has not been properly managed or has become unmanageable under the Plan, he/she will then, among other options, review the activity and, as necessary, refine the Plan accordingly and/or require a new disclosure. If an outside funding agency requires notification of the Conflict, the Appropriate Vice President will notify the agency in accordance with agency requirements. For activities with Companies in which the Employee has Equity or serves as an Officer or on the Board, the Management Plan must comply with Section III. F., Relationships with Companies and Organizations, of this policy.

Many federal agencies also have Conflict of Interest policies that have implications for University Employees who are responsible for and/or partially funded by federal agency grants and contracts. Employees should be aware of those policies and work with ORS and OSP in applying them as applicable.

#### 5.20.9

### SANCTIONS

University sanctions may include, without restriction, reprimand, restitution, loss of pay, suspension, or dismissal. Persons who violate this policy also may be subject to civil and criminal penalties for violations of state or federal law; e.g., civil penalties for willful violations of state laws may reach \$50,000 or more per violation. Allegations against an Employee for breach of this policy should be reported to the Appropriate Vice President for review and action. In the event a violation of this policy also constitutes a breach of any other University policy, the Senior Vice President and Provost, in consultation with the Appropriate Vice President, shall determine which policy shall govern.

#### 5.20.10

### UPDATES TO THIS POLICY

Updates to this document will be made as necessary through the appropriate University approval processes. Faculty and staff will be notified of updates to this document. Those updates will include both University policy changes as well as federal and state policy changes that have implications for University Employees.

University Employees who are funded in whole or in part by grants and contracts from federal agencies may be subject to other and/or more stringent Conflict of Interest reporting requirements than those in this policy. In such cases, ORS and OSP will promulgate funding agency-specific policies that will be applied only to Employees who apply for and/or are awarded sponsored projects from those agencies (or subcontracts from other entities that flow down agency-specific policies). The University will enforce any additional reporting requirements as a function of administering projects that require them.

#### 5.20.11

### IMPLEMENTATION PLAN

Each Vice President will be responsible for developing implementation plans for the Norman Campus Conflict of Interest Policy. Those implementation plans will be reviewed and approved by the President of the University.





6,101.75 Square Feet  
0.14 Acres

Highway 9 at 24<sup>th</sup> Ave. SE

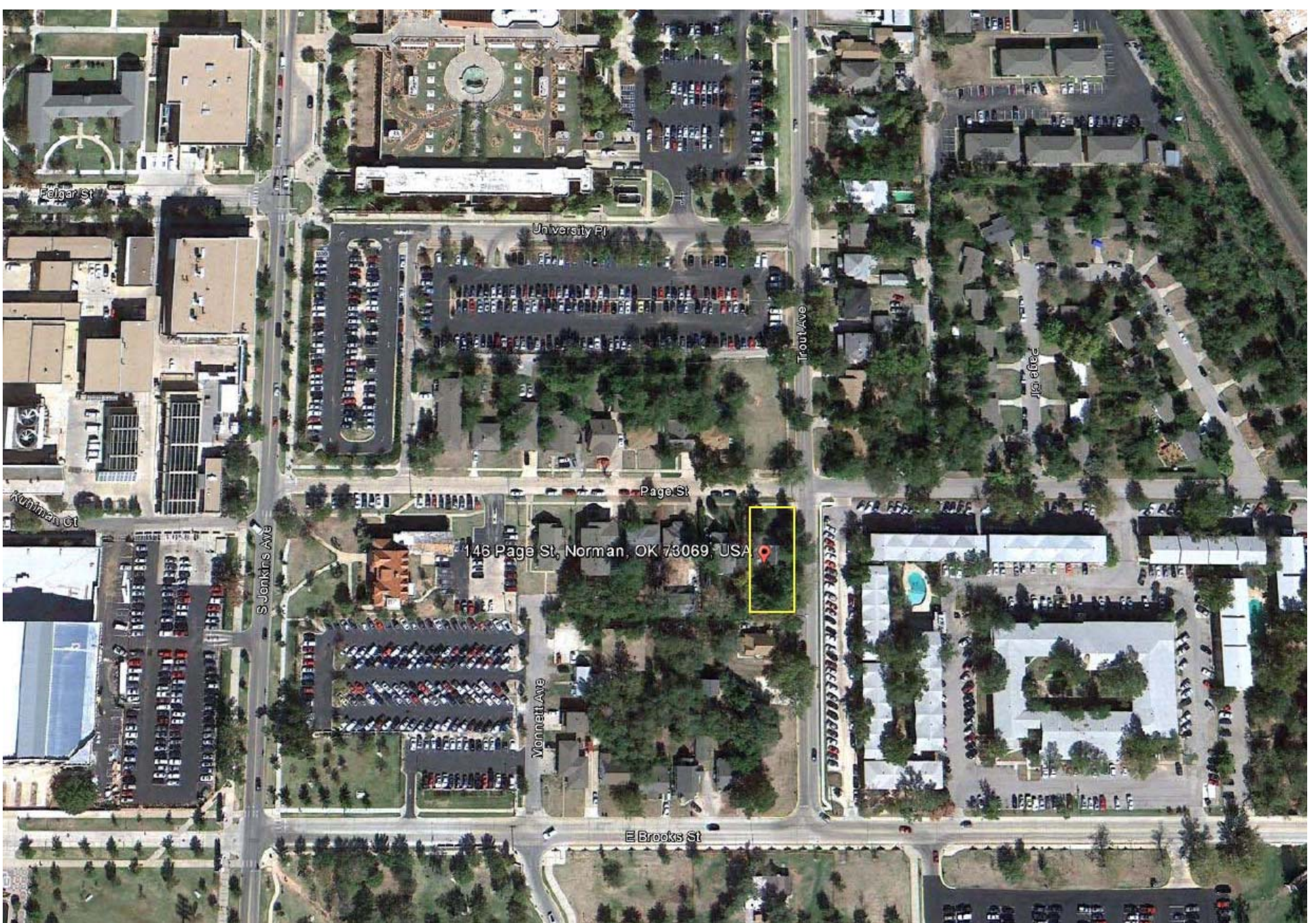


720 W. Boyd Street



720 W. Boyd Street - Logan Apartments





*146 Page Street*





**Okahoma Higher Education Employee Insurance Group (OKHEEIG)**  
**2012 Monthly Premiums**  
**For Active Employees**



Oklahoma Higher Education  
Employee Insurance Group

<b>HEALTH INSURANCE RATES</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Family</b>
BLUE CROSS PPO HIGH OPTION	472.80**	969.20	661.90	851.00	1,347.50
BLUE CROSS PPO BASIC OPTION	356.20**	730.20	498.60	641.10	1,015.10
<b>BCBSOK DENTAL RATES</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Family</b>
Blue Care Traditional	37.90	77.70	53.00	68.30	108.00
<b>VISION SERVICE PLAN</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Family</b>
VSP Choice	6.36	12.72	12.46	13.60	21.72

\*\* Paid by Rogers State University



**Okahoma Higher Education Employee Insurance Group (OKHEEIG)**  
**2013 Monthly Premiums**  
**For Active Employees**



Oklahoma Higher Education  
Employee Insurance Group

<b>HEALTH INSURANCE RATES</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Family</b>
BLUE CROSS PPO HIGH OPTION	493.50*	1,011.70	690.90	888.30	1,406.50
BLUE CROSS PPO BASIC OPTION	371.80*	762.20	520.40	669.20	1,059.60
<b>BCBSOK DENTAL RATES</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Family</b>
Blue Care Traditional	39.50	81.00	55.30	71.20	112.60
<b>VISION SERVICE PLAN</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Family</b>
VSP Choice	6.36	12.72	12.46	13.60	21.72

RATES ARE EFFECTIVE JANUARY 1, 2013

\* Paid by Rogers State University

**Rogers State University**  
**Statement of Revenues and Expenditures**  
**Education & General, Part I - Unrestricted**  
**For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011**

Schedule 1

	<u>Original Budget</u>	<u>Current Revised Budget</u>	<u>Current YTD Actual</u>	<u>% of Current Revised Budget</u>	<u>Previous Revised Budget</u>	<u>Previous Y-T-D</u>	<u>% of Current Revised Budget</u>
<i>Revenues by Source:</i>							
State Appropriations	\$ 13,935,589	\$ 13,935,589	\$ 13,903,089	99.8%	\$ 13,826,635	\$ 14,032,807	101.5%
Federal Stimulus Funds	-	-	-	0.0%	981,294	981,294	100.0%
Tuition and fees	15,352,550	15,352,550	16,159,506	105.3%	13,843,327	14,729,049	106.4%
Grants, Contracts, & Reimbursements	225,000	225,000	334,072	148.5%	235,000	322,316	137.2%
Endowment Income	83,012	83,012	92,070	110.9%	79,712	80,890	101.5%
Other sources	675,000	675,000	771,382	114.3%	505,848	838,647	165.8%
	<u>30,271,151</u>	<u>30,271,151</u>	<u>31,260,119</u>	<u>103.3%</u>	<u>29,471,816</u>	<u>30,985,003</u>	<u>105.1%</u>
<i>Budgeted reserves</i>	<u>3,665,547</u>	<u>3,665,547</u>			<u>3,134,251</u>		
Total Budgeted Resources	<u>\$ 33,936,698</u>	<u>\$ 33,936,698</u>	<u>\$ 31,260,119</u>		<u>\$ 32,606,067</u>	<u>\$ 30,985,003</u>	
<i>Expenditures by Function:</i>							
Instruction	\$ 14,935,942	\$ 14,857,167	\$ 12,473,169	84.0%	\$ 14,461,882	\$ 12,178,332	84.2%
Research	-	78,775	10,762	13.7%	-	-	0.0%
Public Service	728,800	728,800	661,104	90.7%	715,822	677,000	94.6%
Academic support	2,737,429	2,737,429	2,416,920	88.3%	2,715,333	2,401,525	88.4%
Student services	3,743,755	3,743,755	3,519,863	94.0%	3,655,381	3,257,533	89.1%
Institutional support	3,744,580	3,744,580	3,468,277	92.6%	3,405,353	3,346,801	98.3%
Operation of plant	4,390,592	4,390,592	3,832,627	87.3%	4,253,596	3,812,232	89.6%
Scholarships	3,655,600	3,655,600	3,691,057	101.0%	3,398,700	3,137,377	92.3%
	<u>33,936,698</u>	<u>33,936,698</u>	<u>30,073,780</u>	<u>88.6%</u>	<u>32,606,067</u>	<u>28,810,800</u>	<u>88.4%</u>
Current Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>-</u>	<u>\$ 1,186,339</u>		<u>\$ -</u>	<u>\$ 2,174,204</u>	
<i>Expenditures by Organizational Area:</i>							
Academic Affairs:							
Academic programs	\$ 12,000	\$ 12,000	\$ -	0.0%	\$ 12,000	\$ 5,000	41.7%
Bartlesville campus	454,152	458,464	436,685	95.2%	457,208	443,759	97.1%
Pryor campus	160,493	164,120	154,795	94.3%	158,714	154,327	97.2%
School of Liberal Arts	5,217,281	5,271,223	4,430,202	84.0%	5,166,396	4,238,728	82.0%
School of Business & Technology	2,915,425	3,008,433	2,442,010	81.2%	2,941,269	2,322,199	79.0%
School of Math, Sci & HS	3,920,931	4,020,718	3,340,784	83.1%	3,743,326	3,202,709	85.6%
Other instructional expense	2,255,660	1,922,209	1,668,694	86.8%	1,982,969	1,811,610	91.4%
Research	-	78,775	10,762	13.7%	-	-	0.0%
Public Service	728,800	728,800	661,104	90.7%	715,822	677,000	94.6%
Libraries	866,816	856,562	837,280	97.7%	864,488	843,816	97.6%
Other academic support	1,870,613	1,880,867	1,579,640	84.0%	1,850,845	1,557,709	84.2%
Student services	3,743,755	3,743,755	3,519,863	94.0%	3,655,381	3,257,533	89.1%
Executive management	1,464,214	1,449,618	1,403,656	96.8%	1,382,590	1,295,377	93.7%
Fiscal operations	626,313	652,926	635,585	97.3%	577,484	561,698	97.3%
General administration	708,556	675,823	581,669	86.1%	552,908	605,470	109.5%
Public relations/Development	945,497	966,213	847,367	87.7%	892,371	884,255	99.1%
Operation of plant	4,390,592	4,390,592	3,832,627	87.3%	4,253,596	3,812,232	89.6%
Scholarships	3,655,600	3,655,600	3,691,057	101.0%	3,398,700	3,137,377	92.3%
Total Expense by Area	<u>\$ 33,936,698</u>	<u>\$ 33,936,698</u>	<u>\$ 30,073,780</u>	<u>88.6%</u>	<u>\$ 32,606,067</u>	<u>\$ 28,810,800</u>	<u>88.4%</u>

**Rogers State University**  
**Statement of Revenues and Expenditures**  
**Education & General, Part II - Restricted**  
**For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011**

**Schedule 2**

	Original FY12 Budget As Published	Current Revised Operating Budget	Current Y-T-D Actuals	% of Current Revised Budget	Previous Revised Budget	Previous Y-T-D	% of Current Revised Budget
<i>Revenues by Source:</i>							
Federal grants and contracts	\$ 3,231,397	\$ 2,043,758	\$ 1,493,520	73.1%	\$ 2,230,152	\$ 1,664,011	74.6%
State and local grants and contracts	624,674	79,286	61,510	77.6%	166,483	108,170	65.0%
Private grants and contracts	3,143,929	1,096,612	896,612	81.8%	1,481,945	1,481,503	100.0%
Other Income	-	8,218	8,218	100.0%	19,123	19,123	100.0%
	<u>7,000,000</u>	<u>3,227,874</u>	<u>2,459,860</u>	<u>76.2%</u>	<u>3,897,703</u>	<u>3,272,807</u>	<u>84.0%</u>
<i>Grant Revenue Collected in Prior Yrs</i>		<u>1,083,536</u>			<u>1,253,657</u>		
Total Budgeted Resources	<u>\$ 6,000,000</u>	<u>\$ 4,311,411</u>	<u>\$ 2,459,860</u>		<u>\$ 5,151,360</u>	<u>\$ 3,272,807</u>	
<i>Expenditures by Function:</i>							
Instruction	\$ 42,000	\$ 30,327	\$ 19,685	64.9%	\$ 42,794	\$ 31,533	73.7%
Public Service	1,807,272	1,725,906	963,107	55.8%	1,687,663	876,146	51.9%
Academic Support	316,287	200,548	150,538	75.1%	339,633	211,167	62.2%
Student Services	1,639,752	1,611,326	1,283,156	79.6%	1,828,166	1,554,184	85.0%
Institutional Support	28,821	28,822	16,373	56.8%	25,196	18,374	72.9%
Operation of Plant	425,182	714,482	205,895	28.8%	1,227,908	1,155,647	94.1%
Scholarships	-	-	-	0.0%	-	-	0.0%
Other/Pending	1,740,686	-	-	0.0%	-	-	0.0%
	<u>6,000,000</u>	<u>4,311,411</u>	<u>2,638,754</u>	<u>61.2%</u>	<u>5,151,360</u>	<u>3,847,051</u>	<u>74.7%</u>
Current Revenues Over (Under) Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (178,893)</u>		<u>\$ -</u>	<u>\$ (574,244)</u>	
<i>Expenditures by Organizational Area:</i>							
INBRE Equip Grant	\$ -	\$ 19,223	\$ 19,223	100.0%	\$ 1,376	\$ 1,331	96.7%
EPSCoR Peanut/Biofuel	-	-	-	0.0%	7,000	6,900	98.6%
Campus Wireless	40,000	9,233	-	0.0%	9,233	-	0.0%
Norman Technology	2,000	1,871	462	24.7%	25,000	23,129	92.5%
ADC Admin Funds	4,000	1,545	-	0.0%	1,545	-	0.0%
Founders Grant	100,000	-	-	0.0%	85,771	85,771	100.0%
Founders Computer Lab	-	64,309	64,309	100.0%	64,764	455	0.0%
Soybean	7,000	-	-	0.0%	6,700	6,258	93.4%
University Center	186,722	186,723	102,395	54.8%	112,850	38,977	34.5%
Econ Development-OSRHE	1,000	500	500	100.0%	1,000	1,000	100.0%
Native American Storytelling	1,500	1,540	1,514	98.3%	1,201	1,161	96.7%
ODWC & GRDA Bat Grant	36,050	36,311	31,083	85.6%	24,912	21,462	86.2%
ADC Marketing	28,821	28,822	16,373	56.8%	25,196	18,374	72.9%
KRSC - TV	1,500,000	1,454,851	819,425	56.3%	1,481,792	794,062	53.6%
SAP B'ville	39,543	19,544	-	0.0%	36,684	17,140	46.7%
Carl Perkins	172,744	115,150	86,229	74.9%	150,869	107,801	71.5%
Athletic Capital	10,000	3,050	1,975	64.8%	3,275	225	6.9%
Biofuel Research-USDA	50,000	45,981	8,190	17.8%	49,528	3,547	7.2%
Economic Gardening Project	25,000	-	-	0.0%	9,680	9,680	100.0%
Campus Housing	50,000	-	-	0.0%	12,000	12,000	0.0%
Pryor Construction	110,000	8,300	5,650	68.1%	321,560	314,481	97.8%
B'ville Classroom Renovation	100,000	-	-	0.0%	1,073	1,073	100.0%
Lyon Fdtn- Bville Windows	-	391,000	73,373	18.8%	100,000	100,000	100.0%
B'ville General Construction	65,182	65,182	-	0.0%	67,618	2,436	3.6%
Cafeteria Construction	100,000	250,000	126,872	50.7%	613,000	613,000	100.0%
Scoreboard Grant	10,000	-	-	0.0%	10,000	8,085	80.9%
Trio Donations	5,000	5,953	2,650	44.5%	3,354	1,401	41.8%
Educational Opportunity Center	698,000	697,873	512,740	73.5%	763,850	658,767	86.2%
Upward Bound - Federal	427,752	415,924	348,578	83.8%	439,839	361,772	82.3%
Student Support Services - Fed.	-	-	-	0.0%	100,741	86,729	86.1%
Educational Talent Search	349,000	348,537	284,002	81.5%	355,220	305,248	85.9%
Student Aid (FWS)	140,000	139,989	133,211	95.2%	138,183	118,253	85.6%
PY exp activity-PY closed grants	-	-	-	0.0%	126,546	126,533	100.0%
Pending Grant Funding Requests	1,740,686	-	-	0.0%	-	-	0.0%
	<u>\$ 6,000,000</u>	<u>\$ 4,311,411</u>	<u>\$ 2,638,754</u>	<u>61.2%</u>	<u>\$ 5,151,360</u>	<u>\$ 3,847,051</u>	<u>74.7%</u>

**Rogers State University**  
**Statement of Revenues and Expenditures**  
**Auxiliary Enterprises**

**For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011**

**Schedule 3**

	Original Budget	Revised Budget	Current Y-T-D	% of Current Revised Budget	Previous Revised Budget	Previous Y-T-D	% of Current Revised Budget
<i>Revenues:</i>							
Student Activity Fees	\$ 1,185,091	\$ 1,192,204	\$ 1,382,013	115.9%	\$ 1,229,835	\$ 1,300,451	105.7%
Other Student Fees	333,358	333,358	372,475	111.7%	287,324	353,492	123.0%
Facility Fee	1,980,328	1,980,328	2,281,687	115.2%	1,507,391	1,799,174	119.4%
Housing	2,408,351	2,408,351	2,340,095	97.2%	1,440,915	2,001,793	138.9%
Miscellaneous Auxiliaries	4,734,523	4,727,410	4,056,478	85.8%	7,530,735	7,579,206	100.6%
Student Loans & Funds held for Others	8,200,000	8,200,000	5,903,641	72.0%	10,083,710	7,569,849	75.1%
Student Fin Aid Grants	8,158,349	8,158,349	6,410,395	78.6%	8,301,054	5,578,499	67.2%
<b>Total Revenues</b>	<b>\$ 27,000,000</b>	<b>\$ 27,000,000</b>	<b>\$ 22,746,785</b>	<b>84.2%</b>	<b>\$ 30,380,964</b>	<b>\$ 26,182,464</b>	<b>86.2%</b>
<i>Expenditures:</i>							
Student Activity Fees	\$ 1,757,076	\$ 1,795,775	\$ 1,374,241	76.5%	\$ 1,025,324	\$ 1,248,712	121.8%
Other Student Fees	688,025	674,665	191,370	28.4%	552,468	616,634	0.0%
Facility Fee	1,492,803	1,497,003	1,570,013	104.9%	982,831	1,187,661	120.8%
Housing	2,188,130	2,263,658	1,663,520	73.5%	1,647,464	1,283,176	77.9%
Miscellaneous Auxiliaries	4,504,793	4,399,726	3,365,312	76.5%	6,277,006	6,290,078	100.2%
Loans & Funds held for Others	8,210,824	8,210,824	5,878,856	71.6%	8,932,029	7,556,117	84.6%
Grants	8,158,349	8,158,349	6,395,800	78.4%	8,301,054	5,600,569	67.5%
<b>Total Expenditures</b>	<b>\$ 27,000,000</b>	<b>\$ 27,000,000</b>	<b>\$ 20,439,113</b>	<b>75.7%</b>	<b>\$ 27,718,176</b>	<b>\$ 23,782,947</b>	<b>85.8%</b>
Excess Revenues over (under) expenditures	\$ (0)	\$ (0)	\$ 2,307,671			\$ 2,399,517	
<i>Prior Year Carryforward Grant Receivable / Returns</i>	6,241,264	6,241,264	6,241,264 (14,595)			3,819,678 22,070	
<b>Fund Balance</b>	<b>\$ 6,241,264</b>	<b>\$ 6,241,264</b>	<b>\$ 8,534,341</b>			<b>\$ 6,241,265</b>	

Rogers State University  
 Auxiliary Revenue & Expenditures - Student Activity Fees  
 For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011

Schedule 3a

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
<b>Student Activity Fee Revenues:</b>							
Activity Fees	\$ 1,155,991	\$ 1,155,991	\$ 1,340,724	116.0%	\$ 1,214,753	\$ 1,269,260	104.5%
Student Health Center	13,100	13,100	14,251	108.8%	8,620	14,095	163.5%
Theater	-	766	4,045	0.0%	1,187	1,276	107.5%
Career Fair	1,000	1,000	993	99.3%	1,025	1,200	117.1%
PLC	-	-	-	0.0%	-	-	0.0%
Mind Games	-	6,347	19,000	299.4%	-	-	0.0%
Rodeo	-	-	-	0.0%	-	(750)	0.0%
General Athletics	10,000	10,000	-	0.0%	4,250	11,250	264.7%
Athletics Banquet	5,000	5,000	3,000	0.0%	-	4,120	0.0%
	<u>\$ 1,185,091</u>	<u>\$ 1,192,204</u>	<u>\$ 1,382,013</u>	<u>115.9%</u>	<u>\$ 1,229,835</u>	<u>\$ 1,300,451</u>	<u>105.7%</u>
<b>Student Activity Fee Expenditures:</b>							
Claremore Student Activities	\$ 1,395,187	\$ 1,366,654	\$ 966,882	70.7%	\$ 297,358	\$ 951,187	319.9%
Student Government	30,000	30,000	25,434	84.8%	30,000	21,575	71.9%
Student Health Center	69,050	86,350	80,802	93.6%	72,050	66,871	92.8%
Student Activities-Theater	5,000	6,424	4,530	70.5%	5,520	4,731	85.7%
Cheerleading	22,079	43,154	43,445	100.7%	21,208	23,592	111.2%
Career Fair	-	993	575	0.0%	-	1,190	0.0%
Pres Leadership Class	25,000	25,000	19,989	80.0%	16,396	18,096	110.4%
Bartlesville Student Activities	5,000	5,000	2,328	0.0%	5,000	4,096	81.9%
Pryor Student Activities	5,000	5,000	4,918	98.4%	5,000	4,522	90.4%
Fine Arts-Film Series	3,500	3,500	2,956	84.5%	2,500	2,438	97.5%
Pep Band	31,000	31,000	26,420	85.2%	31,000	29,486	95.1%
Student Newspaper	12,000	12,000	343	2.9%	12,307	6,549	53.2%
Intramurals	-	-	-	0.0%	6,500	3,139	48.3%
Mind Games	1,000	9,440	8,687	92.0%	-	-	0.0%
Rodeo	13,500	13,500	8,814	65.3%	13,500	19,695	145.9%
General Athletics	134,760	152,760	173,633	113.7%	501,985	85,581	17.0%
Athletics Banquet	5,000	5,000	4,484	89.7%	5,000	5,965	119.3%
	<u>\$ 1,757,076</u>	<u>\$ 1,795,775</u>	<u>\$ 1,374,241</u>	<u>76.5%</u>	<u>\$ 1,025,324</u>	<u>\$ 1,248,712</u>	<u>121.8%</u>
Current Revenues Over/ (Under) Expenditures	<u>\$ (571,985)</u>	<u>\$ (603,571)</u>	<u>\$ 7,771</u>		<u>\$ 204,511</u>	<u>\$ 51,739</u>	
Prior Year Carryforward (Beg Balance)	159,984	159,984	159,984		118,536	118,536	
Fund Balance	<u><u>\$ (412,001)</u></u>	<u><u>\$ (443,587)</u></u>	<u><u>\$ 167,755</u></u>		<u><u>\$ 323,047</u></u>	<u><u>\$ 170,275</u></u>	

Rogers State University  
 Auxiliary Revenue & Expenditures - Other Student Fees  
 For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011

Schedule 3b

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
<b>Other Student Fee Revenues:</b>							
Parking fees	\$ 176,029	\$ 176,029	\$ 207,292	117.8%	\$ 162,961	\$ 197,442	121.2%
Cultural & Recreational	83,989	83,989	103,400	123.1%	78,363	95,524	121.9%
C&R Athletics	-	-	-	0.0%	-	-	0.0%
C&R Intramurals	-	-	-	0.0%	-	-	0.0%
C&R Art on the Hill	13,540	13,540	-	0.0%	-	-	0.0%
Health Science	59,800	59,800	61,783	103.3%	46,000	60,527	131.6%
	<u>\$ 333,358</u>	<u>\$ 333,358</u>	<u>\$ 372,475</u>	<u>111.7%</u>	<u>\$ 287,324</u>	<u>\$ 353,492</u>	<u>123.0%</u>
<b>Other Student Fee Expenditures:</b>							
Parking fees	\$ 500,000	\$ 500,000	\$ 40,654	8.1%	\$ 462,961	\$ 534,207	115.4%
Cultural & Recreational	50,000	30,000	47,920	159.7%	25,537	18,294	71.6%
C&R Athletics	48,200	48,200	37,132	77.0%	-	-	0.0%
C&R Intramurals	6,500	6,500	5,105	78.5%	-	-	0.0%
C&R Art on the Hill	18,825	18,825	149	0.8%	-	-	0.0%
C&R Fine Arts	-	500	484	96.9%	-	-	-
Health Science	64,500	70,640	59,926	84.8%	63,970	64,133	100.3%
	<u>\$ 688,025</u>	<u>\$ 674,665</u>	<u>\$ 191,370</u>	<u>28.4%</u>	<u>\$ 552,468</u>	<u>\$ 616,634</u>	<u>111.6%</u>
Current Revenues Over/ (Under) Expenditures	\$ (354,667)	\$ (341,307)	\$ 181,105	-53.1%	\$ (265,144)	\$ (263,142)	
Prior Yr Carryforward (Beg Bal)	199,417	199,417	199,417		470,686	470,686	
Fund Balance	<u>\$ (155,250)</u>	<u>\$ (141,890)</u>	<u>\$ 380,522</u>		<u>\$ 205,542</u>	<u>\$ 207,544</u>	

Rogers State University  
 Auxiliary Revenue & Expenditures - Facility Fee  
 For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011

Schedule 3c

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
<b>Revenues:</b>							
Facility Fee	\$ 1,276,212	\$ 1,276,212	\$ 1,485,978	116.4%	\$ 1,181,469	\$ 1,423,745	120.5%
Facility Fee 3-Athletics	352,058	352,058	391,200	111.1%	-	-	0.0%
Facility Fee-2-Baird Hall	352,058	352,058	404,509	114.9%	325,922	375,429	115.2%
	<u>\$ 1,980,328</u>	<u>\$ 1,980,328</u>	<u>\$ 2,281,687</u>	<u>115.2%</u>	<u>\$ 1,507,391</u>	<u>\$ 1,799,174</u>	<u>119.4%</u>
<b>Expenditures:</b>							
Facility Fee	\$ 851,722	\$ 855,922	\$ 903,042	105.5%	\$ 707,831	\$ 897,999	126.9%
Facility Fee 3-Athletics	302,798	302,798	315,689	104.3%	-	-	0.0%
Facility Fee-2-Baird Hall	338,283	338,283	351,281	103.8%	275,000	289,662	105.3%
	<u>\$ 1,492,803</u>	<u>\$ 1,497,003</u>	<u>\$ 1,570,013</u>	<u>104.9%</u>	<u>\$ 982,831</u>	<u>\$ 1,187,661</u>	<u>120.8%</u>
Current Revenues Over/ (Under) Expenditures	<u>\$ 487,525</u>	<u>\$ 483,325</u>	<u>\$ 711,674</u>	<u>147.2%</u>	<u>\$ 524,560</u>	<u>\$ 611,513</u>	<u>116.6%</u>
Prior Year Carryforward (Beg Bal)	2,423,549	2,423,549	2,423,549		1,812,036	1,812,036	
Fund Balance	<u>\$ 2,911,074</u>	<u>\$ 2,906,874</u>	<u>\$ 3,135,223</u>		<u>\$ 2,336,596</u>	<u>\$ 2,423,549</u>	



Rogers State University  
 Auxiliary Revenue & Expenditures - Housing  
 For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011

Schedule 3d

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
<b>Housing Revenues:</b>							
Foundation Housing Mgmt	\$ -	\$ -	\$ -	0.0%	\$ 477,718	\$ 479,277	100.3%
Married Student Housing	73,440	73,440	78,693	107.2%	38,880	89,366	229.9%
Faculty Housing	-	-	-	0.0%	-	-	0.0%
University Village A	1,129,580	1,129,580	1,126,712	99.7%	918,150	1,431,617	155.9%
University Village B	1,202,520	1,202,520	1,134,228	94.3%	-	-	0.0%
OMA House	2,811	2,811	462	16.4%	6,167	1,533	24.9%
	<u>\$ 2,408,351</u>	<u>\$ 2,408,351</u>	<u>\$ 2,340,095</u>	<u>97.2%</u>	<u>\$ 1,440,915</u>	<u>\$ 2,001,793</u>	<u>138.9%</u>
<b>Housing Expenditures:</b>							
Foundation Housing Mgmt	\$ -	\$ -	\$ -	0.0%	\$ 477,718	\$ 252,964	53.0%
Married Student Housing	73,440	73,440	28,749	39.1%	38,880	22,588	58.1%
Faculty Housing	22,457	22,457	2,070	9.2%	54,466	30,995	56.9%
University Village A	936,055	973,820	785,486	80.7%	986,521	884,973	89.7%
Univ Village A Maintenance	110,382	110,382	70,178	63.6%	45,000	50,273	111.7%
University Village B	975,603	1,013,366	696,630	68.7%	38,712	38,646	0.0%
Univ Village B Maintenance	67,382	67,382	78,815	117.0%	-	-	0.0%
OMA House	2,811	2,811	1,592	56.6%	6,167	2,737	44.4%
	<u>\$ 2,188,130</u>	<u>\$ 2,263,658</u>	<u>\$ 1,663,520</u>	<u>73.5%</u>	<u>\$ 1,647,464</u>	<u>\$ 1,283,176</u>	<u>77.9%</u>
Current Revenues Over/ (Under) Expenditures	<u>\$ 220,221</u>	<u>\$ 144,693</u>	<u>\$ 676,575</u>	<u>0.0%</u>	<u>\$ (206,549)</u>	<u>\$ 718,618</u>	<u>-347.9%</u>
Prior Year Carryforward (Beg Bal)	694,323	694,323	694,323		(24,294)	(24,294)	
Fund Balance	<u>\$ 914,544</u>	<u>\$ 839,016</u>	<u>\$ 1,370,898</u>		<u>\$ (230,843)</u>	<u>\$ 694,324</u>	

**Rogers State University**  
**Auxiliary Revenue & Expenditures - Miscellaneous Auxiliaries**  
**For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011**

**Schedule 3e**

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
<b>Revenues:</b>							
Ticket Sales	\$ 7,500	\$ 7,500	\$ 26,937	359.2%	\$ 25,000	\$ 7,699	30.8%
KRSC-General	200,000	200,000	144,284	72.1%	200,000	130,749	65.4%
Bit by Bit Program	318,566	318,566	51,262	16.1%	338,411	171,912	50.8%
Equestrian Center	-	-	-	0.0%	-	(150)	0.0%
Food Service	25,000	25,000	29,070	116.3%	673,000	578,464	86.0%
RSU Child Development	135,000	135,000	128,603	95.3%	135,000	138,610	102.7%
OAE Conference	-	-	-	0.0%	-	-	0.0%
Art on the Hill	10,000	10,000	5,150	51.5%	13,540	12,858	95.0%
KRSC Radio	60,000	60,000	39,584	66.0%	60,000	53,390	89.0%
Library	300	300	200	66.7%	380	380	100.0%
Innovation Center	11,000	11,000	9,373	85.2%	11,000	16,761	152.4%
Ropes Course	13,074	13,074	21,460	164.1%	15,000	12,650	84.3%
Continuing Education	60,000	60,000	33,558	55.9%	50,000	38,912	77.8%
General Auxiliary	626,009	618,896	219,362	35.4%	130,000	155,938	120.0%
OPEB Trust	300,000	300,000	100,000	33.3%	300,000	300,000	100.0%
Bookstore	340,000	340,000	630,638	185.5%	280,000	329,441	117.7%
University Development	-	-	-	0.0%	-	-	0.0%
Vending	46,000	46,000	31,115	67.6%	42,000	46,080	109.7%
Sale of Equipment	-	-	521	0.0%	6,102	10,031	164.4%
Aux Capital Projects	-	-	-	0.0%	-	-	0.0%
Motor Pool	220,000	220,000	214,095	97.3%	220,000	181,896	82.7%
Radio Tower Rentals	-	-	-	0.0%	1,000	-	0.0%
Radio Tower	4,200	4,200	12,513	297.9%	10,000	8,020	80.2%
Faculty Senate	-	-	-	0.0%	-	-	0.0%
Telecommunications	290,000	290,000	294,571	101.6%	265,000	269,205	101.6%
Sodexo Chargebacks	500,000	500,000	524,289	104.9%	67,000	86,381	128.9%
Office Supply Chargeback	120,000	120,000	106,978	89.1%	150,000	99,340	66.2%
Administrative Services	740,000	740,000	712,701	96.3%	672,428	692,572	103.0%
B'ville REDA Bldg	689,874	689,874	692,061	100.3%	664,624	735,696	110.7%
B'ville BOK Bldg	-	-	8,238	0.0%	-	-	0.0%
Baird Interior	-	-	-	0.0%	3,200,000	3,498,823	109.3%
F/A Collections & Title IV	-	-	(9,507)	0.0%	-	(2,417)	0.0%
Scholarships	-	-	-	0.0%	-	-	0.0%
Private Scholarship	-	-	11,500	0.0%	1,250	1,250	100.0%
Int'l Scholarship for Taxes	-	-	4,676	0.0%	-	4,715	0.0%
Int'l Student Health Insurance	18,000	18,000	13,246	73.6%	-	-	0.0%
	<u>\$ 4,734,523</u>	<u>\$ 4,727,410</u>	<u>\$ 4,056,478</u>	<u>85.8%</u>	<u>\$ 7,530,735</u>	<u>\$ 7,579,206</u>	<u>100.6%</u>
<b>Expenditures:</b>							
Ticket Sales	\$ 18,800	\$ 16,300	\$ 8,651	53.1%	\$ 25,000	\$ 16,853	67.4%
KRSC General	200,000	200,000	122,732	61.4%	240,000	154,628	64.4%
Bit by Bit Program	318,566	318,566	257,988	81.0%	338,411	246,721	72.9%
Equestrian Center	22,000	22,000	5,959	27.1%	-	4,020	0.0%
Food Service	25,000	25,000	72,890	291.6%	873,000	858,108	98.3%
RSU Child Development	253,283	253,283	228,562	90.2%	250,776	223,211	89.0%
OAE Conference	-	-	3,261	0.0%	-	8	0.0%
Art on the Hill	-	-	3,312	0.0%	13,540	18,479	0.0%
KRSC Radio	120,000	120,000	30,567	25.5%	120,000	52,021	43.4%
Library	300	300	194	64.8%	400	496	124.0%
Innovation Center	26,000	26,000	11,404	43.9%	26,000	17,708	68.1%
Ropes Course	13,074	13,074	10,414	79.7%	13,292	10,711	80.6%
Continuing Education	46,005	46,005	41,864	91.0%	50,000	32,842	65.7%
General Auxiliary	773,575	668,358	90,754	13.6%	52,000	62,606	120.4%
Bookstore	800	800	765	95.7%	50,000	1,071	2.1%
New Bookstore Construction	4,486	4,486	-	0.0%	33,858	29,373	86.8%
University Development	25,000	25,000	6,666	26.7%	44,000	22,363	0.0%
Vending	21,000	21,000	14,766	70.3%	16,000	9,704	60.7%
Sale of Equipment	50,000	50,000	11,592	23.2%	20,312	8,724	42.9%
Motor Pool	220,000	220,000	130,806	59.5%	155,000	222,737	143.7%
Centennial Fund	-	-	-	0.0%	-	650	0.0%
Building Rentals	-	-	-	0.0%	-	-	0.0%
Radio Tower	4,200	4,200	-	0.0%	10,000	4,200	42.0%
Faculty Senate	115	115	-	0.0%	115	-	0.0%
Telecommunications	290,000	290,000	300,436	103.6%	265,000	271,745	102.5%
Sodexo Chargebacks	500,000	500,000	525,625	105.1%	67,000	86,264	128.8%
Office Supplies Chargebacks	120,000	120,000	99,675	83.1%	150,000	99,286	66.2%
Administrative Services	740,000	740,000	681,690	92.1%	697,428	659,697	94.6%
B'ville REDA Bldg	689,874	689,874	679,844	98.5%	664,624	717,393	107.9%
B'ville BOK Bldg	-	2,650	497	18.7%	-	-	0.0%
Baird Interior	-	-	-	0.0%	2,100,000	2,468,183	117.5%
Scholarships	-	-	749	0.0%	-	(9,724)	0.0%
Private Scholarships	-	-	2,375	0.0%	1,250	-	0.0%
Int'l Scholarship for Taxes	4,715	4,715	7,214	153.0%	-	-	0.0%
Int'l Student Health Insurance	18,000	18,000	14,060	78.1%	-	-	0.0%
	<u>\$ 4,504,793</u>	<u>\$ 4,399,726</u>	<u>\$ 3,365,312</u>	<u>76.5%</u>	<u>\$ 6,277,006</u>	<u>\$ 6,290,078</u>	<u>100.2%</u>
Current Revenues Over/ (Under) Expenditures	\$ 229,730	\$ 327,684	\$ 691,166	210.9%	\$ 1,253,729	\$ 1,289,128	102.8%
Prior Year Carryforward (Beg Bal)	2,703,883	2,703,883	2,703,883		1,403,336	1,403,336	
Fund Balance	<u>\$ 2,933,613</u>	<u>\$ 3,031,567</u>	<u>\$ 3,395,049</u>		<u>\$ 2,657,065</u>	<u>\$ 2,692,464</u>	

**Rogers State University**  
**Auxiliary Revenue & Expenditures - Student Loans and Funds Held for Others**  
**For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011**

**Schedule 3f**

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
<b>Revenues:</b>							
Baseball Auxiliary	\$ -	\$ -	\$ -	0.0%	\$ 705	\$ 705	100.0%
Softball Auxiliary	-	-	-	0.0%	-	-	0.0%
Men's Basketball Auxiliary	-	-	-	0.0%	-	-	0.0%
Women's Basketball Auxiliary	-	-	568	0.0%	-	150	0.0%
Men's Soccer Auxiliary	-	-	-	0.0%	-	-	0.0%
Golf Auxiliary	-	-	-	0.0%	11,250	11,250	100.0%
Agency Fund	100,000	100,000	779,273	779.3%	50,000	93,504	187.0%
Student Loans PY	-	-	534,270	0.0%	200,000	168,392	84.2%
Fed Student Loans FY12	8,000,000	8,000,000	4,444,592	55.6%	9,703,497	7,177,590	74.0%
Student Activity/Club Funds	100,000	100,000	144,938	144.9%	118,258	118,258	100.0%
	<u>\$ 8,210,824</u>	<u>\$ 8,210,824</u>	<u>\$ 5,903,641</u>	<u>72.0%</u>	<u>\$ 10,083,710</u>	<u>\$ 7,569,849</u>	<u>75.1%</u>
<b>Expenditures:</b>							
Baseball Auxiliary	\$ 127	\$ 127	\$ -	0.0%	\$ 1,491	\$ 1,364	91.5%
Softball Auxiliary	-	-	-	0.0%	-	-	0.0%
Men's Basketball Auxiliary	7,000	7,000	6,272	89.6%	-	-	0.0%
Women's Basketball Auxiliary	-	-	-	0.0%	-	-	0.0%
Men's Soccer Auxiliary	-	-	-	0.0%	-	-	0.0%
Golf Auxiliary	3,697	3,697	2,274	61.5%	14,750	11,053	0.0%
Agency Fund	100,000	100,000	753,273	753.3%	50,000	93,399	0.0%
Student Loans PY	-	-	534,270	0.0%	200,000	162,343	0.0%
Fed Student Loans FY12	8,000,000	8,000,000	4,444,592	55.6%	8,521,879	7,177,590	84.2%
Student Activity/Club Funds	100,000	100,000	138,175	138.2%	143,909	110,368	76.7%
	<u>\$ 8,210,824</u>	<u>\$ 8,210,824</u>	<u>\$ 5,878,856</u>	<u>71.6%</u>	<u>\$ 8,932,029</u>	<u>\$ 7,556,117</u>	<u>84.6%</u>
Current Revenues Over/ (Under) Expenditures	<u>\$ (10,824)</u>	<u>\$ (10,824)</u>	<u>\$ 24,785</u>	<u>-229.0%</u>	<u>\$ 1,151,681</u>	<u>\$ 13,732</u>	<u>1.2%</u>
Prior Year Carryforward (Beg Bal)	60,108	60,108	60,108		39,376	39,376	
Fund Balance	<u>\$ 49,284</u>	<u>\$ 49,284</u>	<u>\$ 84,893</u>		<u>\$ 1,191,057</u>	<u>\$ 53,108</u>	

Rogers State University  
 Auxiliary Revenue & Expenditures - Grants  
 For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011

Schedule 3g

	Original Budget	Current Revised Budget	Current YTD Actual	% of Current Revised Budget	Previous Revised Budget	Previous YTD Actual	% of Current Revised Budget
Grant Revenue:							
PELL	\$ 6,000,000	\$ 6,000,000	\$ 4,025,892	67.1%	\$ 6,000,000	\$ 3,533,808	58.9%
ACG	90,000	90,000	(187)	-0.2%	110,000	79,988	72.7%
SMG	90,000	90,000	-	0.0%	115,000	81,500	70.9%
OTAG	700,000	700,000	827,500	118.2%	725,000	654,500	90.3%
OHLAP	1,010,000	1,010,000	1,350,549	133.7%	1,010,000	1,040,422	103.0%
SEOG	107,699	107,699	103,053	95.7%	107,699	102,554	95.2%
SSS Aux	-	-	-	0.0%	5,143	4,393	85.4%
Upward Bound Aux	160,650	160,650	103,588	64.5%	228,212	81,334	35.6%
	<u>\$ 8,158,349</u>	<u>\$ 8,158,349</u>	<u>\$ 6,410,395</u>	<u>78.6%</u>	<u>\$ 8,301,054</u>	<u>\$ 5,578,499</u>	<u>67.2%</u>
Grant Expenditures:							
PELL	\$ 6,000,000	\$ 6,000,000	\$ 4,017,521	67.0%	\$ 6,000,000	\$ 3,542,404	59.0%
ACG	90,000	90,000	(187)	-0.2%	110,000	79,988	72.7%
SMG	90,000	90,000	-	0.0%	115,000	81,500	70.9%
SEOG	107,699	107,699	103,053	95.7%	107,699	102,554	95.2%
OTAG	700,000	700,000	827,732	118.2%	725,000	654,388	90.3%
OHLAP	1,010,000	1,010,000	1,344,094	133.1%	1,010,000	1,054,008	104.4%
SSS Aux	-	-	-	0.0%	5,143	4,393	85.4%
Upward Bound Aux	160,650	160,650	103,588	64.5%	228,212	81,334	35.6%
	<u>\$ 8,158,349</u>	<u>\$ 8,158,349</u>	<u>\$ 6,395,800</u>	<u>78.4%</u>	<u>\$ 8,301,054</u>	<u>\$ 5,600,569</u>	<u>67.5%</u>
Current Revenues Over/ (Under) Expenditures	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,595</u>	<u>0.0%</u>	<u>\$ -</u>	<u>\$ (22,070)</u>	<u>0.0%</u>
Grant Receivable / Returns	-	-	(14,595)		-	22,070	
Fund Balance	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ (0)</u></u>		<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	

**Rogers State University  
Schedule of Cash Balances**

**For the Period Ended June 30, 2012 With Comparative Totals for the Period Ended June 30, 2011**

**Schedule 4**

<u>Fund/Source of Cash</u>	<u>Balance 6-30-12</u>	<u>Balance 6-30-11</u>
<i>Education &amp; General, Part I</i>	\$ <u>7,670,329</u>	\$ <u>7,551,512</u>
<i>Education &amp; General, Part II</i> note: amount represents unspent balance of grants & sponsored programs	\$ <u>812,804</u>	\$ <u>984,058</u>
<i>Plant Funds</i> Section 13 Offset: note: from the current balance, \$497,825 has been allocated to specific capital projects	\$ <u>721,384</u>	\$ <u>1,281,102</u>
<i>Auxiliary Enterprises</i>	\$ <u>8,490,129</u>	\$ <u>6,192,162</u>

# CAMERON UNIVERSITY

## Sick Leave Policy

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### Policy Statement

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To protect against loss of earnings for absences due to short-term illness or disability, Cameron University has established a uniform sick leave policy for all benefits-eligible employees.

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### Contents

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- Who Should Know This Policy?
  - Responsibilities
  - Procedure
  - Contacts
  - Forms
  - Policy History
- 

### Who Should Know This Policy

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✓ President	✓ Faculty
✓ Vice Presidents	✓ Other Accounting/Finance Personnel
✓ Deans	Students
✓ Directors	Other Groups
✓ Department Chairs	✓ All employees

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### Responsibilities

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<b>Responsible for Policy</b>	
University Officer Responsible:	
Glen P. Pinkston	Vice President for Business and Finance

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## Procedure

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**STATEMENT OF PURPOSE:** In support of the above policy statement, the following procedures and information are provided:

### **1.0 Definitions**

- 1.1 Sick leave is defined for the purpose of this policy as absence from a regular work schedule caused by personal illness or temporary disability or by the sickness or temporary disability of a member of the immediate family.
- 1.2 Immediate family is defined as spouse, dependent children or parents.
- 1.3 Benefits-eligible employees are defined, for provisions of this policy, as employees holding a regular appointment and working 50 percent time or more. The sick leave benefit is not provided to employees classified with student or temporary titles or classified, as a part-time employee employed to work less than 20 hours per week.

### **2.0 Qualifying for Payment of Sick Leave**

- 2.1 Benefits-eligible employees will accrue sick leave.
- 2.2 Sick leave starts accruing from the day of employment and can be used, consistent with this policy, to the extent that it has been accrued.
- 2.3 Benefits-eligible employees working less than 40 hours a week will accrue sick leave benefits on a pro-rata basis.

### **3.0 Sick Leave Plan**

- 3.1 No payment shall be made at any time for unused sick leave.
- 3.2 Employees who terminate employment with the university shall forfeit all unused sick leave.
- 3.3 Employees who transfer from one department to another department within the university will take the balance of unused accumulated sick leave to the new department.
- 3.4 Employees who transfer employment between institutions of higher education within the state of Oklahoma are eligible to have all earned sick leave transferred. The employee will notify the supervisor of the existence of a sick leave balance within thirty (30) days of employment.
- 3.5 An appointment ending date which was on record at the inception of an illness or disability will supersede any leave without pay, return from leave, or job guarantee considerations in this policy.

- 3.6 Employees who are members of the Oklahoma Teachers' Retirement System (OTRS) may be able to use unused sick leave to receive additional service credit for OTRS retirement benefits.
- 3.7 The possibility of additional service credit is governed by rules and regulations of OTRS and is not awarded or regulated by Cameron University. Cameron University facilitates the possibility of additional service credit by maintaining centralized records of sick leave accrual and usage.
- 3.8 Benefits and provisions under this sick leave policy are to be in coordination with appropriate provisions of policies covering Workers' Compensation, Family and Medical Leave Act, and Long-Term Disability.

#### **4.0 Sick Leave Accrual**

- 4.1 All benefits-eligible employees working 40 hours per week shall accrue sick leave with pay at the rate of 12 hours per month over the member's appointment period not to exceed a maximum accrual of 1,440 hours.
- 4.2 Sick leave may be granted at a proportionate rate for regular faculty and staff not working 40 hours a week, provided they are working 20 hours or more per week.

#### **5.0 Use of Sick Leave**

- 5.1 Sick leave is available, to the extent that it is earned, for personal illness or incapacity of the employee or the employee's immediate family.
- 5.2 Seventy-two (72) hours per fiscal year, or one-half of an employee's annual accrual, whichever is less, of earned sick leave may be used for occasions which require the employee to care for a member of the immediate family who is ill or incapacitated. [An employee may request an exception to the annual limit of 72 hours if the immediate family member's medical condition involves a catastrophic or life-threatening medical condition requiring the employee to be absent from work for a period of 10 or more working days. The request should be submitted to the employee's supervisor. The employee's supervisor will review the application and forward his/her recommendation to the Human Resources Office. The Director of Human Resources will review the information and make a recommendation to the appropriate Executive Council member, who will make a recommendation to the President.](#)
- 5.3 The supervisor will require the staff member to furnish certification of illness or disabling injury if the period of absence requested exceeds three (3) consecutive workdays. Falsification of such information shall be cause for dismissal with appropriate adjustment in pay.
- 5.4 The supervisor may require the employee to furnish satisfactory proof of the need to care for a member of the immediate family who is ill or incapacitated if the period requested exceeds three (3) consecutive work days.
- 5.5 Timely notification of absence due to personal or immediate family illness or injury shall be given to the appropriate supervisor by the staff member or his/her representative on the first day after the employee returns to work. Failure to give such notice may be considered as cause for disciplinary action.



- 5.6 All sick leave used shall be reported with appropriate documentation by staff to the supervisor. Classified staff will report sick leave used on their monthly Timesheet (T1) and administrative/professional and faculty personnel shall report any sick leave used on the Leave Request Form (L1).
- 5.7 Sick leave may be used for personal or an immediate family member's appointments with a doctor, dentist or other recognized licensed medical practitioner. Whenever possible, such appointments should be scheduled in coordination with the work schedule. In no case shall the length of time exceed the extent of time required to complete such appointment.
- 5.8 In the case of illness while on paid vacation, the employee shall not be allowed to use sick leave to cover the period of illness unless the illness can be certified by a physician as a serious health condition.
- 5.9 Sick leave accrual may not be anticipated. Employees may use only the amount of sick leave which has been earned and credited prior to that pay period.

## **6.0 Maternity Leave**

- 6.1 Illness due to pregnancy is treated as any other temporary disability.
- 6.2 In requesting maternity leave, sick leave may be used when there is a medical justification for the employee's absence.
- 6.3 For those employees qualifying for Family and Medical Leave, additional leave beyond that determined as medically justifiable for the employee's absence will be granted for the care of a healthy infant through utilization of earned annual leave and leave without pay. All leave, for these purposes may not exceed a total of 12 weeks.
- 6.4 Employees who do not qualify for Family and Medical Leave will be extended sick leave when there is medical justification for the employee's absence only. The option of whether to grant additional leave, beyond that which has been determined as medically justifiable for the employee's absence, will be at the discretion of the supervisor. Additional leave, if granted, will be either annual leave or leave without pay.
- 6.5 Employees shall not be penalized in their condition of employment because they require time away from work for maternity leave purposes.

## **7.0 Exhaustion of Sick Leave**

- 7.1 Sick leave cannot be taken in advance of accrual. Reporting of sick leave taken in excess of that accrued will result in automatic adjustments to annual leave or compensatory leave balances as part of the payroll process. In no case will an employee be paid for leave in excess of the total number of leave hours available.
- 7.2 At any time in which the supervisor becomes aware that the staff member's total leave balance is reduced to zero, the supervisor should notify the Personnel and Payroll offices.

## 8.0 Sick Leave Records

- 8.1 Under the Fair Labor Standards Act, administrative/professional employees are required to report sick leave taken even though they do not report hours of work.
- 8.2 For faculty members, sick leave shall be applied in accordance with the Cameron University Faculty Handbook (Section 5.8.8.D).
- 8.3 Leave accrued, leave taken, and current accrual balances as maintained in the payroll system are reported to employees on the monthly Statement of Earnings and Deductions.

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## Contacts

Policy Questions: Glen Pinkston, Vice President for Business & Finance, 580-581-2245

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## Forms

In support of this policy, the following forms are included:

T1 – Time Sheet  
L1 – Leave Request Form  
(Found on share drive (W: or F:  
drive)

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## Policy History

### Policy

Issue Date: June 23, 2004

Reviewed, no revision:

Revised: September 14, 2004

Revised: March 6, 2009

Revised: [September 19, 2012](#)



**Okahoma Higher Education Employee Insurance Group (OKHEEIG)**  
 2012 Monthly Premiums  
 For Active Employees



Oklahoma Higher Education  
Employee Insurance Group

<b>HEALTH INSURANCE RATES</b>	<b>Employee</b>	<b>Spouse</b>	<b>Child</b>	<b>Children</b>	<b>Spouse + Child/ren</b>
BLUE CROSS PPO HIGH OPTION	472.80*	969.20	661.90	851.00	1,347.50
BLUE CROSS PPO BASIC OPTION	356.20*	730.20	498.60	641.10	1,015.10
<b>BCBSOK DENTAL RATES</b>					
<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Spouse + Child/ren</b>	
Blue Care Traditional	37.90	77.70	53.00	68.30	108.00
<b>VISION SERVICE PLAN</b>					
<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Spouse + Child/ren</b>	
VSP Choice	6.36	12.72	12.46	13.60	21.72

\* Paid by Cameron University



**Okahoma Higher Education Employee Insurance Group (OKHEEIG)**  
 2013 Monthly Premiums  
 For Active Employees



Oklahoma Higher Education  
Employee Insurance Group

<b>HEALTH INSURANCE RATES</b>	<b>Employee</b>	<b>Spouse</b>	<b>Child</b>	<b>Children</b>	<b>Spouse + Child/ren</b>
BLUE CROSS PPO HIGH OPTION	493.50*	1,011.70	690.90	888.30	1,406.50
BLUE CROSS PPO BASIC OPTION	371.80*	762.20	520.40	669.20	1,059.60
<b>BCBSOK DENTAL RATES</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Spouse + Child/ren</b>
Blue Care Traditional	39.50	81.00	55.30	71.20	112.60
<b>VISION SERVICE PLAN</b>	<b>Employee</b>	<b>Employee + Spouse</b>	<b>Employee + Child</b>	<b>Employee + Children</b>	<b>Employee + Spouse + Child/ren</b>
VSP Choice	6.36	12.72	12.46	13.60	21.72

\* Paid by Cameron University

## Statement of Revenues and Expenditures - Education &amp; General, Part I - Unrestricted

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
State Appropriations	21,345,581	21,345,581	21,345,581	21,583,883	100.0%	102.1%
ARRA Funds	0	0	0	1,526,641	0.0%	100.0%
Tuition & Fees	18,477,200	19,977,200	18,844,738	17,346,125	94.3%	103.2%
Grants, Contracts, & Reimbursements	571,770	571,770	411,829	758,804	72.0%	98.2%
Endowment Income	579,902	579,902	0	469,576	0.0%	87.7%
Other Sources	249,665	249,665	307,315	343,826	123.1%	141.6%
<b>Total Revenues</b>	<b>41,224,118</b>	<b>42,724,118</b>	<b>40,909,463</b>	<b>42,028,855</b>	<b>95.8%</b>	<b>102.5%</b>
Budgeted Reserve	1,422,297	1,422,297				
<b>Budgeted Resources</b>	<b>42,646,415</b>	<b>44,146,415</b>				
<b>Expenditures by Function:</b>						
Instruction	23,923,402	24,423,402	21,228,248	21,752,827	86.9%	91.6%
Research	131,609	131,609	100,887	90,191	76.7%	85.5%
Public Service	380,808	380,808	336,553	380,753	88.4%	100.1%
Academic Support	2,534,312	2,534,312	2,383,589	2,456,350	94.1%	97.0%
Student Services	4,231,400	4,231,400	4,264,857	4,237,428	100.8%	100.0%
Institutional Support	4,618,748	4,618,748	5,288,918	4,885,503	114.5%	107.3%
Operation & Maint of Plant	6,547,936	7,547,936	8,793,476	7,918,173	116.5%	125.6%
Scholarships & Fellowships	278,200	278,200	309,255	259,532	111.2%	0.0%
<b>Total Expenditures</b>	<b>42,646,415</b>	<b>44,146,415</b>	<b>42,705,783</b>	<b>41,980,757</b>	<b>96.7%</b>	<b>99.7%</b>
Current Revenues Over/(Under) Expenditures	0	0	(1,796,320)	48,098		
<b>Expenditures by Organizational Area:</b>						
<b>Academic Affairs:</b>						
School of Business	2,503,059	2,503,059	2,245,055	2,320,992	89.7%	101.2%
School of Education & Behavioral Sciences	3,608,926	3,608,926	3,345,094	3,403,514	92.7%	93.1%
School of Liberal Arts	6,469,266	6,469,266	6,553,924	6,981,180	101.3%	107.5%
School of Science & Technology	5,313,324	5,313,324	5,207,206	5,526,709	98.0%	98.0%
Other Instructional Expense	6,028,827	6,028,827	3,876,969	3,520,432	64.3%	62.3%
Research	131,609	131,609	100,887	90,191	76.7%	85.5%
Broadcast & Media Svcs	380,808	380,808	336,553	380,753	88.4%	100.1%
Libraries	1,547,212	1,547,212	1,521,622	1,470,688	98.3%	95.5%
Academic Support	922,386	922,386	805,634	915,643	87.3%	99.9%
Ancillary Support	64,714	64,714	56,333	70,019	87.0%	92.4%
Athletics	940,843	970,843	979,767	1,015,445	100.9%	107.9%
Admissions/Records	1,384,083	1,386,283	1,350,806	1,374,944	97.4%	100.0%
Student Services	1,906,474	1,874,274	1,934,284	1,847,039	103.2%	96.1%
Fiscal Operations	1,127,971	1,127,971	929,844	961,212	82.4%	109.4%
Executive Management	1,750,371	1,750,371	2,310,167	1,871,458	132.0%	112.6%
Development	768,955	768,955	787,759	881,529	102.4%	101.9%
Scholarships & Fellowships	278,200	278,200	309,255	259,532	111.2%	0.0%
General University	7,519,387	9,019,387	10,054,624	9,089,477	111.5%	122.0%
<b>Total Expenditures/Area</b>	<b>42,646,415</b>	<b>44,146,415</b>	<b>42,705,783</b>	<b>41,980,757</b>	<b>96.7%</b>	<b>99.7%</b>

## Statement of Revenues and Expenditures - Education &amp; General, Part II - Restricted

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
Federal Grants & Contracts	14,221,406	14,338,018	12,892,594	13,179,077	89.9%	90.5%
State & Local Grants & Contracts	1,556,837	1,419,639	799,280	867,527	56.3%	40.3%
Private Grants & Contracts	397,485	827,661	771,797	2,378,434	93.3%	119.8%
<b>Total Revenues</b>	<b>16,175,728</b>	<b>16,585,318</b>	<b>14,463,670</b>	<b>16,425,038</b>	<b>87.2%</b>	<b>87.9%</b>
<b>Expenditures by Function:</b>						
Instruction	211,741	502,265	255,735	217,403	50.9%	57.6%
Research	101,690	143,690	50,637	80,897	35.2%	44.1%
Public Service	571,299	629,021	443,259	403,471	70.5%	75.4%
Academic Support	25,144	25,144	21,717	13,449	86.4%	82.6%
Student Support	950,024	959,007	759,135	786,410	79.2%	81.2%
Institutional Support	2,118,837	1,719,608	127,355	134,718	7.4%	5.8%
Scholarships	12,196,993	12,606,583	12,894,199	14,286,312	102.3%	99.8%
<b>Total Expenditures by Function</b>	<b>16,175,728</b>	<b>16,585,318</b>	<b>14,552,036</b>	<b>15,922,660</b>	<b>87.7%</b>	<b>85.2%</b>
<b>Current Revenues Over/(Under) Expenditures</b>	<b>0</b>	<b>0</b>	<b>(88,366)</b>	<b>502,378</b>		
<b>Expenditures by Organizational Area:</b>						
Student Support	470,200	469,934	368,554	393,385	78.4%	82.5%
Upward Bound	387,831	395,553	303,541	280,510	76.7%	72.9%
Talent Search	411,009	420,258	321,650	351,825	76.5%	82.1%
AHEC Grant	156,824	206,824	132,355	116,191	64.0%	94.4%
NASA - OU	10,198	34,332	10,117	25,329	29.5%	52.7%
OUHSC	0	32,000	27,630	39,459	86.3%	93.5%
NSF - Kamali	0	0	0	11,622	0.0%	100.0%
Comanche Nation Tribal College	9,062	41,662	7,592	12,190	18.2%	26.4%
OK-LSAMP (Louis Stokes)	44,855	44,855	35,836	23,268	79.9%	59.6%
MIRP - Tilak	98,120	98,120	18,193	31,537	18.5%	24.3%
ROA Oxidative - Tan	0	0	0	6,912	0.0%	87.1%
ASSECT - Kamali	32,794	32,794	21,987	13,788	67.0%	67.8%
Cyber Security Education	8,860	8,860	8,629	0	97.4%	0.0%
ROA EPSCoR	0	10,000	4,814	0	48.1%	0.0%
Oklahoma Humanities	3,190	3,190	4,000	3,491	125.4%	99.7%
Summer Science Academy	15,926	86,226	60,536	58,143	70.2%	68.9%
ReachHigher Assessment	9,907	9,907	0	0	0.0%	0.0%
Western OK State College	114,296	127,691	214	49	0.2%	0.0%
No Child Left Behind Title II	0	0	0	3,516	0.0%	38.7%
Dev Interdis Proj - Oty	0	0	0	2,630	0.0%	84.0%
MTRC	10,000	15,000	11,457	11,276	76.4%	62.9%
US Fish & Wildlife	14,402	14,392	5,572	0	38.7%	0.0%
FHLBank Econ. Dev.	19,884	19,884	3,364	291	16.9%	1.4%
Small Business	10,182	10,482	799	1,292	7.6%	11.4%
Simulation Training Tech	2,066	2,066	2,000	45,934	96.8%	95.7%
Other Grants	1,727	1,727	402	2,081	23.3%	54.7%
Federal Workstudy	178,505	178,505	142,862	149,433	80.0%	83.7%
General University	1,968,897	1,714,473	165,735	52,198	9.7%	2.5%
Student Aid	12,196,993	12,606,583	12,894,199	14,286,312	102.3%	99.8%
<b>Total Expenditures by Org Area</b>	<b>16,175,728</b>	<b>16,585,318</b>	<b>14,552,036</b>	<b>15,922,660</b>	<b>87.7%</b>	<b>85.2%</b>

## Statement of Revenues and Expenditures - Auxiliary Enterprise Summary

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
Student Activities	1,091,780	1,331,095	1,448,607	1,230,910	108.8%	112.7%
Misc Auxiliaries	1,589,269	1,639,269	1,828,122	2,063,661	111.5%	127.2%
Housing System	3,310,173	3,310,173	3,100,892	3,462,529	93.7%	112.1%
Facility Fee	1,355,040	1,355,040	1,630,893	1,668,321	120.4%	118.5%
Cultural and Scholastic Lecture Fee	250,525	270,525	171,793	303,911	63.5%	201.9%
<b>Total Revenues</b>	<b>7,596,787</b>	<b>7,906,102</b>	<b>8,180,308</b>	<b>8,729,332</b>	<b>103.5%</b>	<b>118.6%</b>
<b>Expenditures:</b>						
Student Activities	1,218,775	1,330,108	1,545,889	1,247,618	116.2%	107.0%
Misc Auxiliaries	1,537,148	1,552,123	2,368,820	1,433,775	152.6%	93.9%
Housing System	3,304,348	3,355,718	4,445,242	3,995,941	132.5%	120.8%
Facility Fee	989,966	1,109,966	1,292,727	1,016,048	116.5%	82.5%
Cultural and Scholastic Lecture Fee	172,685	158,685	378,809	225,422	238.7%	185.9%
<b>Total Expenditures</b>	<b>7,222,922</b>	<b>7,506,600</b>	<b>10,031,485</b>	<b>7,918,804</b>	<b>133.6%</b>	<b>107.7%</b>
<b>Current Revenues Over/(Under)</b>						
Expenditures	373,865	399,502	(1,851,178)	810,528		
Transfers In/(Out)	0	0	(14,323)	(227,747)		
Prior Year Carry Over	4,290,867	4,290,867	4,290,867	3,742,187		
<b>Fund Balance</b>	<b>4,664,732</b>	<b>4,690,369</b>	<b>2,425,367</b>	<b>4,324,968</b>		

## Statement of Revenues and Expenditures - Student Activities

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
Student Activity Fee	1,083,780	1,208,095	1,186,652	1,195,511	98.2%	110.3%
Ticket Sales	8,000	8,000	12,128	6,119	151.6%	76.5%
Other	0	115,000	249,827	29,280	217.2%	0.0%
<b>Total Revenues</b>	<b>1,091,780</b>	<b>1,331,095</b>	<b>1,448,607</b>	<b>1,230,910</b>	<b>108.8%</b>	<b>112.7%</b>
<b>Expenditures:</b>						
Agriculture	4,800	4,800	4,546	8,204	94.7%	195.3%
Art	10,500	10,500	21,696	139	206.6%	1.3%
Athletics	807,513	802,513	988,621	875,247	123.2%	112.3%
Biological Science	3,000	3,000	3,204	2,373	106.8%	94.9%
Cheerleaders	7,700	7,700	10,084	6,713	131.0%	87.2%
Collegian	35,000	35,000	17,918	14,982	51.2%	42.8%
Communications	40,000	40,000	40,343	38,128	100.9%	108.9%
Community Service & Leadership	1,500	1,500	3,889	0	259.3%	0.0%
Computing & Technology	8,000	8,000	8,121	9,034	101.5%	112.9%
Criminal Justice & Sociology	2,500	2,500	2,177	442	87.1%	88.4%
CU/TV	10,000	10,000	8,975	2,563	89.8%	25.6%
Education	1,000	1,000	850	0	85.0%	0.0%
English	3,400	3,400	2,427	0	71.4%	0.0%
Honors Program	3,650	118,650	124,528	1,642	105.0%	45.0%
Intramurals	3,000	3,000	5,951	4,518	198.4%	150.6%
Library	0	0	0	169	0.0%	0.0%
Mathematical Science	3,200	3,200	2,724	2,143	85.1%	0.0%
Military Science	9,000	9,000	11,186	8,802	124.3%	97.8%
Music	22,900	22,900	25,150	24,350	109.8%	106.3%
Orientation/Aggie Ambassadors	7,500	7,500	5,887	10,085	78.5%	134.5%
Pep Band	7,000	7,000	5,704	5,176	81.5%	73.9%
Physical Science	3,600	3,600	3,153	1,791	87.6%	51.2%
School of Business	250	250	0	0	0.0%	0.0%
School of Education	0	0	1,376	1,067	0.0%	0.0%
Student Activities - Duncan	6,500	6,500	7,689	5,828	118.3%	97.1%
Student Activities - Lawton	151,745	151,745	166,258	147,760	109.6%	100.1%
Student Development	2,500	2,500	2,158	1,914	86.3%	76.6%
Student Government	12,000	12,000	8,039	12,962	67.0%	108.0%
Student Wellness	2,500	2,500	2,545	0	101.8%	0.0%
SWAHEC	1,500	1,500	502	535	33.5%	53.5%
Theatre	23,000	23,000	38,177	39,979	166.0%	173.8%
Theatre Rental Fees	5,350	5,350	9,023	7,151	168.7%	147.4%
Other	18,667	20,000	12,989	13,921	64.9%	92.8%
<b>Total Expenditures</b>	<b>1,218,775</b>	<b>1,330,108</b>	<b>1,545,889</b>	<b>1,247,618</b>	<b>116.2%</b>	<b>107.1%</b>
<b>Current Revenues Over/(Under)</b>						
Expenditures	(126,995)	987	(97,282)	(16,708)		
Transfers In/(Out)	0	0	58,258	(38,232)		
Prior Year Carry Over	260,664	260,664	260,664	329,379		
<b>Fund Balance</b>	<b>133,669</b>	<b>261,651</b>	<b>221,640</b>	<b>274,439</b>		



## Statement of Revenues and Expenditures - Misc Auxiliary

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original	Current	Current	Previous	Percent of	Percent of
	Annual	Revised	Y-T-D	Y-T-D	Current	Previous Yr.
	Budget	Annual	Actual	Actual	Budget	Current
		Budget				Budget
<b>Revenues:</b>						
Academic Initiatives	50,000	50,000	200	0	0.4%	0.0%
Athletics	70,000	70,000	70,400	42,455	100.6%	84.9%
Auxiliary Operations	133,200	133,200	123,511	12,765	92.7%	10.1%
Bond Residuals	18,000	18,000	7,658	141,915	42.5%	0.0%
Camps	172,703	172,703	189,899	164,886	110.0%	109.5%
Carpool/Bus	187,750	187,750	253,641	260,350	135.1%	125.0%
Collegian Advertising	10,200	10,200	9,131	31,655	89.5%	333.2%
Concessions	11,000	11,000	12,281	10,275	111.6%	77.8%
Educational Outreach	25,000	75,000	76,737	79,553	102.3%	96.4%
Investment Income	0	0	0	126,174	0.0%	0.0%
KCCU Radio	265,000	265,000	288,993	347,154	109.1%	91.2%
Library Photocopy	7,900	7,900	5,970	8,141	75.6%	70.8%
Maintenance Service	51,000	51,000	95,922	76,587	188.1%	174.5%
Merchandising	11,300	11,300	2,927	3,019	25.9%	67.1%
Printing Services	260,000	260,000	343,009	324,212	131.9%	99.6%
Private Gifts	0	0	0	55,868	0.0%	0.0%
Rental Income	4,291	4,291	4,321	4,291	100.7%	88.3%
Sports Publications	8,235	8,235	6,570	9,378	79.8%	110.3%
Student Health Insurance	253,000	253,000	261,350	253,000	103.3%	130.4%
Telephone	10,500	10,500	20,299	11,363	193.3%	63.1%
University Farm	28,000	28,000	45,328	91,281	161.9%	344.5%
Other	12,190	12,190	9,976	9,339	81.8%	186.8%
<b>Total Revenues</b>	<b>1,589,269</b>	<b>1,639,269</b>	<b>1,828,122</b>	<b>2,063,661</b>	<b>111.5%</b>	<b>118.2%</b>
<b>Expenditures:</b>						
Academic Initiatives	58,300	58,300	98,542	69,545	169.0%	128.8%
Athletics	50,000	50,000	61,126	48,434	122.3%	96.9%
Auxiliary Operations	57,000	57,000	78,926	76,696	138.5%	86.7%
Bond Residuals	0	0	708,184	0	0.0%	0.0%
Camps	174,890	174,890	153,733	51,157	87.9%	34.8%
Carpool/Bus	197,955	197,955	232,389	234,764	117.4%	118.7%
Centennial Building Projects	0	0	0	5,000	0.0%	50.0%
Collegian Advertising	20,000	20,000	27,311	21,152	136.6%	222.7%
Concessions	17,200	17,200	14,739	10,253	85.7%	53.7%
Educational Outreach	7,500	7,500	4,539	5,150	60.5%	51.5%
HEOC	32,935	32,935	9,593	32,926	29.1%	548.8%
KCCU	330,350	330,350	321,064	309,535	97.2%	81.3%
Library Photocopy	3,500	3,500	4,740	3,111	135.4%	23.9%
Maintenance Service	25,500	25,500	65,949	25,355	258.6%	71.2%
Merchandising	6,900	6,900	2,667	6,762	38.6%	225.4%
Printing Services	259,988	259,988	235,201	209,155	90.5%	71.3%
Rental Property	650	650	791	7,445	121.7%	551.5%
Sports Publications	7,000	7,000	7,526	10,671	107.5%	138.6%
Student Health Insurance	247,100	247,100	253,110	244,596	102.4%	120.2%
Telephone	1,000	16,000	16,127	4,723	100.8%	30.5%
University Farm	20,840	20,840	55,762	51,678	267.6%	177.0%
Other	18,540	18,515	16,799	5,667	90.7%	354.2%
<b>Total Expenditures</b>	<b>1,537,148</b>	<b>1,552,123</b>	<b>2,368,820</b>	<b>1,433,775</b>	<b>152.6%</b>	<b>91.0%</b>
Current Revenues Over/(Under)						
Expenditures	52,121	87,146	(540,697)	629,886		
Transfers In/(Out)	0	0	(506,989)	(143,484)		
Prior Year Carry Over	2,631,317	2,631,317	2,631,317	2,144,915		
<b>Fund Balance</b>	<b>2,683,438</b>	<b>2,718,463</b>	<b>1,583,631</b>	<b>2,631,317</b>		

## Statement of Revenues and Expenditures - Housing System

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
Bookstore	245,000	245,000	274,770	256,614	112.2%	104.7%
Cafeteria	1,068,837	1,068,837	991,241	1,006,831	92.7%	106.2%
Cameron Village	1,232,007	1,232,007	952,232	1,212,751	77.3%	106.1%
Shepler Center	644,793	644,793	690,904	748,467	107.2%	148.2%
Vending	36,500	36,500	36,364	52,773	99.6%	123.4%
Other Housing	83,036	83,036	155,381	185,093	187.1%	90.2%
<b>Total Revenues</b>	<b>3,310,173</b>	<b>3,310,173</b>	<b>3,100,892</b>	<b>3,462,529</b>	<b>93.7%</b>	<b>112.1%</b>
<b>Expenditures:</b>						
Bookstore	30,000	30,000	70,609	33,047	235.4%	62.9%
Cafeteria	1,176,600	1,176,600	1,126,263	1,131,589	95.7%	102.5%
Cameron Village	1,141,222	1,141,222	1,386,226	1,302,679	121.5%	119.4%
Shepler Center	779,951	860,096	1,577,789	1,301,676	183.4%	153.1%
Vending	24,075	75,000	76,000	24,889	101.3%	84.4%
Other Housing	152,500	72,800	208,354	202,061	286.2%	111.4%
<b>Total Expenditures</b>	<b>3,304,348</b>	<b>3,355,718</b>	<b>4,445,242</b>	<b>3,995,941</b>	<b>132.5%</b>	<b>120.8%</b>
<b>Current Revenues Over/(Under)</b>						
<b>Expenditures</b>	5,825	(45,545)	(1,344,349)	(533,412)		
<b>Transfers In/(Out)</b>	0	0	969,173	622,590		
<b>Prior Year Carry Over</b>	374,016	374,016	374,016	284,838		
<b>Fund Balance</b>	<b>379,841</b>	<b>328,471</b>	<b>(1,160)</b>	<b>374,016</b>		

## Statement of Revenues and Expenditures - Facility Fee

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
Facility Fee	1,325,040	1,325,040	1,582,027	1,527,279	119.4%	110.3%
Other	30,000	30,000	48,866	141,042	162.9%	626.9%
<b>Total Revenues</b>	<b>1,355,040</b>	<b>1,355,040</b>	<b>1,630,893</b>	<b>1,668,321</b>	<b>120.4%</b>	<b>118.5%</b>
<b>Expenditures:</b>						
Fitness Center	323,287	323,287	335,192	339,525	103.7%	129.0%
Fitness Center Repair/Maint	18,000	18,000	31,153	31,229	173.1%	189.3%
MCC Operations	594,514	594,514	778,696	618,609	131.0%	117.5%
MCC Repair/Maint	10,000	130,000	130,102	0	100.1%	0.0%
McMahon Centennial Complex	29,165	29,165	17,584	12,866	60.3%	12.9%
Shepler Renovation	15,000	15,000	0	13,819	0.0%	4.3%
<b>Total Expenditures</b>	<b>989,966</b>	<b>1,109,966</b>	<b>1,292,727</b>	<b>1,016,048</b>	<b>116.5%</b>	<b>82.5%</b>
<b>Current Revenues Over/(Under)</b>						
Expenditures	365,074	245,074	338,167	652,273		
Transfers In/(Out)	0	0	(726,842)	(668,621)		
Prior Year Carry Over	949,950	949,950	949,950	966,298		
<b>Fund Balance</b>	<b>1,315,024</b>	<b>1,195,024</b>	<b>561,274</b>	<b>949,950</b>		

## Statement of Revenues and Expenditures - Cultural and Scholastic Lecture

For the Period Ended June 30, 2012 with Comparative Totals for the Period Ended June 30, 2011.

	(1)	(2)	(3)	(4)	(5)	(6)
	Original Annual Budget	Current Revised Annual Budget	Current Y-T-D Actual	Previous Y-T-D Actual	Percent of Current Budget	Percent of Previous Yr. Current Budget
<b>Revenues:</b>						
Cultural and Lecture Fee	150,525	150,525	164,815	165,987	109.5%	110.3%
Other	100,000	120,000	6,978	137,924	5.8%	0.0%
<b>Total Revenues</b>	<b>250,525</b>	<b>270,525</b>	<b>171,793</b>	<b>303,911</b>	<b>63.5%</b>	<b>201.9%</b>
<b>Expenditures:</b>						
Concerts and Lectures	35,000	35,000	11,903	26,557	34.0%	106.2%
CU@SC - Duncan	0	0	3,579	205	0.0%	0.0%
Cultural and Scholastic Lecture	17,435	17,435	18,977	17,069	108.8%	85.3%
Fall Concert Series	14,000	0	0	12,288	0.0%	0.0%
Festival Year	50,000	50,000	270,782	81,848	541.6%	409.2%
History and Government Lectures	0	0	0	744	0.0%	0.0%
PAC	50,000	50,000	64,241	77,134	128.5%	154.3%
Plus Program	6,250	6,250	8,310	8,040	133.0%	128.6%
Public Policy Forum	0	0	1,017	1,537	0.0%	0.0%
<b>Total Expenditures</b>	<b>172,685</b>	<b>158,685</b>	<b>378,809</b>	<b>225,422</b>	<b>238.7%</b>	<b>185.9%</b>
<b>Current Revenues Over/(Under)</b>						
Expenditures	77,840	111,840	(207,016)	78,489		
Transfers In/(Out)	0	0	192,077	0		
Prior Year Carry Over	74,920	74,920	74,920	16,757		
<b>Fund Balance</b>	<b>152,760</b>	<b>186,760</b>	<b>59,981</b>	<b>95,246</b>		

Cameron University  
 Summary of Reserves  
 For the Period Ending June 30, 2012

Schedule 4CU

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DISCRETIONARY RESERVES

Type/Source of Reserve

<i>Education &amp; General Part I</i>		6,372,749
<i>Education &amp; General Part II</i>		
Excess Indirect Cost		725,845
<i>Auxiliary Enterprises</i>		
Student Activities	221,640	
Less Working Capital	199,999	21,641
Miscellaneous Auxiliary	1,583,631	
Less Working Capital	1,229,207	354,424
Facility Fee	561,274	
Less Working Capital & Other Commitments	-	561,274
<i>Plant Funds Balances</i>		
Section 13/New College		1,696,699
Section 13 Offset		110,270
Total Discretionary Reserves and Plant Funds Balances		9,842,902