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BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA
THURSDAY, MARCH 18, 1976

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MINUTES OF THE ANNUAL MEETING
BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA
THURSDAY, MARCH 18, 1976

The annual meeting of the Board of Regents of the University of Oklahoma was held in Dining Room 5, Oklahoma Memorial Union, on the Norman Campus of the University on Thursday, March 18, 1976, beginning at 10:35 a.m.

The following were present at the meeting: Regent Walter Neustadt, Jr., President of the Board, presiding; Regents Mack M. Braly, Thomas R. Brett, Bob G. Mitchell, M.D., K. D. Bailey, Richard A. Bell, and Dee A. Replogle, Jr.

The following were also present: Dr. Paul F. Sharp, President of the University; Provosts Thurman and Morris; Vice Presidents Nordby and White; Mr. R. Boyd Gunning, Trust Officer of the University; Dr. Thomas H. Tucker, University Chief Counsel; Mr. Joseph C. Ray, Executive Assistant to the President; and Mrs. Barbara H. James, Executive Secretary of the Board of Regents.

Regent Brett moved approval of the minutes of the meeting held on February 12, 1976, as printed and distributed prior to the meeting. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

The first order of business was the election of officers of the Board for 1976-77.

Regent Brett nominated Mr. Mack M. Braly for the office of President of the Board of Regents. The following voted yes: Regents Neustadt, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared Regent Braly elected unanimously.

Regent Mitchell nominated Mr. Thomas R. Brett for the office of Vice President of the Board. The following voted yes: Regents Neustadt, Braly, Mitchell, Bailey, Bell, and Replogle. The Chair declared Regent Brett elected unanimously.

Regent Mitchell nominated Mrs. Barbara H. James for the office of Executive Secretary of the Board of Regents. The following voted yes: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared Mrs. James re-elected unanimously.

Regent Brett said he understands by way of tradition the Regent in his last year on the Board ascends into the position of the presidency. Since he is about 364 days away from that date, Regent Brett said he wanted to make

the point that he is particularly interested in being elected only if a majority of the Board members think he is the best one to serve in this position. He said this is a good tradition, but he does not believe this should be a mandatory tradition and the President of the Board should be the individual the majority of the Board feels can best serve.

The other members of the Board were generally in agreement with this expression. Regent Bailey said this was the position of Regent Braly with regard to the election today but at the insistence of all of the Board members and the President he was prevailed upon to serve as President this year.

President Sharp expressed appreciation to Regent Neustadt, and to Mrs. Neustadt and the Neustadt family for sharing him with us. President Sharp said he has devoted many hours, so much time, and so much effort to the University during these past years as a Regent. He said he appreciated Regent Neustadt's total involvement in the life of the University, and along with that dedication he has displayed the finest kind of leadership for the highest standards of the life of the University. President Sharp said he knows there is a genuine warmth of affection, of respect and regard for Mr. Neustadt on this point. President Sharp commented that the President of the Board and the President of the University, by the very nature of things, during the course of that final year develop a very close working relationship and very close personal relationship. He said he has come to cherish this very much and has enjoyed each year with each President, and this past year has been a particular pleasure.

Regent Braly said he has known Regent Neustadt for many years and has always considered him to be a very staunch supporter of the University of Oklahoma. As a Regent he said he cherishes and values his years with him on the Board and he has learned a great deal from him as a Board member and knows it will stand him in good stead in coping with the problems that come up in the operation of the institution this year. The people of the State, the Regents, and the University are deeply indebted to him for his service this past year as well as his other years as a Regent.

Regent Neustadt expressed appreciation for these comments. He said he has gained a great deal from service to the University. He said he has made many friends throughout the University, not only in the administration, but in the faculty ranks and certainly with the students. Mr. Neustadt said he will miss the contacts but does not plan to totally give them up. He said he will continue to serve on the Foundation Board for as long as they will have him and looks forward to that continuing service. Mr. Neustadt said working with the administration and staff has been a real source of pleasure to him and a source of personal inspiration.

President Sharp introduced Denise Durham, Chair of Student Congress, who presented the following Resolution passed by Congress on March 16. The Resolution was read by President Sharp:

March 18, 1976

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Title: A RESOLUTION COMMENDING O.U. REGENT WALTER NEUSTADT.

WHEREAS: The term of office of the President of the Board of Regents, Walter Neustadt, expires in the very near future and;

WHEREAS: Walter Neustadt has always exhibited a great deal of concern for the needs of the students of the University of Oklahoma

BE IT THEREFORE RESOLVED: WE, THE CONGRESS OF THE UNIVERSITY OF OKLAHOMA STUDENT ASSOCIATION

Section 1: Commend Walter Neustadt for his accomplishments on behalf of the University of Oklahoma and higher education in the State of Oklahoma.

Section 2: Deeply regret that he will no longer be serving the University of Oklahoma in an official capacity as a Regent.

Regent Neustadt said this is the greatest accolade he could have and he expressed appreciation to the students and reminded the Regents and the administration that the students must be kept in the forefront because this is what the University is about.

Regent Brett presented the following report of the Academic Affairs Committee:

Today the Regents are announcing a new policy which will hopefully move the University in a more determined direction toward the development of educational programs of true academic quality. Because our enrollment increases have constantly exceeded our capacity to increase faculty positions and resources have remained sadly inadequate, our efforts to achieve quality at all levels of instruction and in our research endeavors have been frustrated year after year.

Today we are initiating the practice of earmarking each year a significant sum of new funds to be used for faculty expansion and program development in selected areas. It is our expectation that by this expression of commitment and allocation of resources, that a substantial amount of private funds can be generated to further enhance the development of those areas.

In initiating this policy, the Regents will commit from the funds available for the 1976-77 budget, an amount of \$250,000 for new faculty positions and associated expenses to be added to the College of Business Administration.

We are also asking the administration to prepare a set of goals and objectives to achieve during the coming decade so that we can move ahead with an established set of priorities and well-defined targets. We recognize that almost all academic programs need greater financial support and new funds are needed to maintain adequacy or to catch up with where we were a few years ago. These needs will not be ignored, but if we are to begin a stronger move toward improved quality, it must be done selectively and with the resources we have now. Also it must be done with our determination and our insistence that those resources must be increased.

Higher education in Oklahoma has for too long been regarded as better than the facts would justify. We have settled for the smallest budget in the Big 8, one of the lowest per student expenditures in the nation, a state system that moves all institutions toward a mean of mediocrity; and the people of Oklahoma deserve better than that.

We must show by our actions that we are dedicated to building quality, and we will make every effort to state the case for greater resources from both public and private sources.

In the next few months we will outline what the State of Oklahoma must do to make its two major universities beacons of quality...so in the years ahead we can be favorably compared with other major public universities in the Midwest. Oklahomans are entitled to no less.

Regent Brett moved approval of the statement and recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

Regent Brett presented the following report of the Facilities Planning Committee:

Athletic Dormitory and Recreation and Social Center

Regent Brett said the Board of Regents has been asked to authorize the design and construction of an athletic dormitory building with space for 52 students and a recreation and social center for the athletic dormitory complex at a total cost of approximately \$900,000.

At the meeting in October 1975, the Board authorized the Athletic Department to proceed with feasibility studies of the following four projects:

1. South Stadium Seating Expansion
2. Varsity and Visiting Team Facilities
3. Dormitory Lounge and Social and Recreation Building
4. Renovation of Washington House

Preliminary plans and cost estimates have been prepared for each project.

As a result of these cost studies, it has been concluded that it is not economically feasible to renovate Washington House in the way originally envisioned to provide the kind of facility needed.

In light of the extensive reconstruction work required to adapt the building as needed and the high costs associated with the work, the Athletic Department wishes to modify the original plan. The proposed new plan involves (1) a general refurbishing of Washington House and (2) the construction of an athletic dormitory building with 26 two-man suites and a recreation and social center for the Washington House and Jefferson House area.

It is estimated that the new dormitory and recreation facility will cost approximately \$900,000. Funds released by receipt of Athletic Scholarship Donor Funds are available for this project.

Regent Brett said the Facilities Planning Committee recommends that the administration be authorized to proceed with the selection of architects and the preparation of plans and specifications for a new athletic dormitory and recreation and social center at an estimated cost of \$900,000, and he so moved. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

Addition to Weight Room

Regent Brett said the Touchdown Club of Oklahoma City has indicated a willingness to give an addition to the Weight Room to the University. The project is to be constructed on the south side of the present building, thus doubling its size. The estimated total cost of the project is \$36,287. The plans for the addition were reviewed by the Facilities Planning Committee yesterday.

President Sharp recommended that the gift of an addition to the Weight Room be accepted and the plans for the project approved.

Regent Brett said the Facilities Planning Committee recommends approval of President Sharp's recommendation and he so moved. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

Renovation of Washington House

Regent Brett said the Touchdown Club of Oklahoma City wishes to renovate Washington House as a gift to the University. The proposed work is subdivided into three phases. The scope of the project is presented below:

Phase 1

Change all toilet areas by means of fixtures, floor treatment, wall surface, toilet partitions and ceiling areas without major cost or disruption to existing rough-ins.

Cost \$ 77,800

Phase 2

Change the appearance of all corridors to an environment of a pleasant space for the visitor as well as the student/athlete. Increase the lighting level in these areas.

Cost \$ 23,630

Phase 3

Increase the quality in the living environment of the student/athlete by using new carpeting, new lighting, new closet doors and new painted walls.

Cost	\$ 95,760
	<hr/>
Estimated Total Cost	\$197,190

It is understood that Russell, Gravlin, Douglas and Cornell, Inc. will serve as project architects and engineers.

President Sharp recommended that the interior renovation of Washington House be accepted as a gift from the Touchdown Club with the understanding that final plans for the project will be submitted to the University for review and approval before any construction is started.

Regent Brett said the Facilities Planning Committee recommends approval of President Sharp's recommendation, and he so moved. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

The Regents asked that President Sharp send a letter of appreciation to the Touchdown Club for these gifts to the University.

Union Parking Structure

Regent Brett reported a preliminary feasibility study prepared by Barton-Aschman Associates, Inc. for a proposed parking garage to serve the Oklahoma Memorial Union was discussed in detail by the Facilities Planning Committee. The study suggested the feasibility of constructing a 200 to 300 space parking structure north of the Union at an estimated cost of \$1.2 million.

The Committee was generally in agreement that additional parking facilities are required but felt that a study of the overall parking system on the campus, including information on the appropriate location for parking structures, would be desirable before taking any action regarding the structure proposed for the location north of the Union.

Regent Brett said the Committee recommends that the Board accept the preliminary feasibility study prepared by Barton-Aschman Associates, Inc. and reimburse the Union for the amounts paid by them to Barton-Aschman at the time revenue bonds are sold, and request the University administration to proceed with a study of the overall parking system with a recommendation as to the proposed Union structure and the overall study to be presented to the Regents within a period of approximately 60 days.

Regent Brett moved approval of the Committee recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

Purchase of Land on Northeast 13th Street, Oklahoma City

Regent Brett reminded the Board that at the January meeting (p. 13705) the Board authorized the administration to proceed with negotiations to purchase property on Northeast 13th Street in Oklahoma City for future development of the Health Sciences Center. These negotiations are now complete and President Sharp has recommended that the Regents authorize the Oklahoma University Development Authority to purchase the following described property at a maximum cost of \$135,000 with the understanding the University has an obligation to purchase it from OUDA within a period of three years, paying a reasonable rate of interest:

Lots 15, 16, 17, and 18, Block 7, Howe's Capitol Addition,
Oklahoma City

Regent Brett said the Facilities Planning Committee recommends approval of this recommendation and he so moved. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

There was a discussion about whether this purchase should be presented to the Governor's Health Sciences Center Planning and Advisory Committee. It was agreed that it is not required that this be presented for approval but that it should be reported for information.

Change Order - Dental Clinical Sciences Building

Regent Brett said the Facilities Planning Committee received a request for approval of a change order to the construction contract for the Dental Clinical Sciences Building for construction and installation of built-in seating for the main student faculty lounge and snack bar. A plan has been developed for the interior design and furnishing of the student and faculty lounge and snack bar. The design involves the ten groups of fixed seating and associated chairs and tables.

The total cost of the additional work is \$21,200. The cost of the built-in equipment is \$18,700; the cost of the installation work is \$2,500.

President Sharp recommended approval of a change order proposal in the amount of \$21,200 to the construction contract for the Dental Clinical Sciences Building to provide fixed seating for the student and staff lounge.

Regent Brett said the Facilities Planning Committee recommends approval of the recommendation and he so moved. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

A. The Health Sciences Center

II. Academic

a. Personnel Actions

LEAVES OF ABSENCE:

William L. Parry, Professor and Head of Urology, sabbatical leave of absence with full pay, March 22, 1976 through September 21, 1976.

M. A. Gilliam, Instructor in Pediatrics, sick leave of absence with pay, December 24, 1975 through March 24, 1976.

APPOINTMENTS:

Patricia McMillan Jamison, Dr.P.H., Assistant Dean for Continuing Education and Associate Professor of Nursing, rate of \$22,000 for 12 months, March 1, 1976 through June 30, 1976. Budget, page 226, position 0034.

Ann Burkhalter Vose, Associate Professor of Nursing, rate of \$27,500 for 12 months, March 1, 1976 through June 30, 1976. Funds available from grant D0000100.

Ellis Edwin Fair, M.D., reappointed Clinical Assistant Professor of Psychiatry and Behavioral Sciences, without remuneration, March 1, 1976.

Umindar Kaur Chahal, Instructor in Clinical Dietetics, rate of \$13,500 for 12 months, April 1, 1976 through June 30, 1976. Funds available from grant C1205604.

Don Gene Johnson, Special Instructor in Clinical Laboratory Science (Medical Technology), without remuneration, March 1, 1976.

Daniel Richard Davis, Special Instructor in Radiologic Technology, without remuneration, March 1, 1976.

Henry Douglas Fry, Special Instructor in Radiologic Technology, without remuneration, March 1, 1976.

Carl Joseph Ryals, Special Instructor in Radiologic Technology, without remuneration, March 1, 1976.

Terry Leigh Collins, M.D., Clinical Instructor in Radiological Sciences, without remuneration, January 1, 1976.

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Robert Matheson Wood, D.V.M., Research Associate in Biostatistics and Epidemiology, rate of \$9,211 for 12 months, .75 time, January 1, 1976 through June 30, 1976. Funds available from grant A0050466.

NAME	TITLES	FTE INCOME CELLING	GUARANTEED BASE SALARY		PPP EARNINGS POTENTIAL	EFFECTIVE DATE	REMARKS
			TENURED	NON-TENURED			
APPOINTMENTS:							
Jerome Isaac Boyar, Ph.D.	Associate Professor of Psychiatry and Behavioral Sciences	\$50,000		\$26,727	\$23,274	1-15-76	Funds from V.A. Hospital-Muskogee.
David Louis Brewer, M.D.	Clinical Assistant Professor of Medicine - Tulsa	2,400		2,400	-0-	1-15-76 thru 6-30-76	.10 time. Budget, page 235
Dennis Alan Rawlings, Ph.D.	Assistant Professor of Psychiatry and Behavioral Sciences	36,000		19,386	16,614	2-2-76 thru 6-30-76	Funds from V.A. Hospital-OKC
CHANGES:							
Michael E. Althoff	Assistant Professor of Psychiatry and Behavioral Sciences	30,600		FROM: \$15,997 TO: 19,386	FROM: \$14,603 TO: 11,214	10-12-75 thru 6-30-76	Increase from V.A. Hospital
Richard A. Carothers	Assistant Professor of Psychiatry and Behavioral Sciences	35,000	21,816	FROM: -0- TO: 1,854	FROM: 13,184 TO: 11,330	10-12-75	Increase from V.A. Hospital.
David U. Caster	Assistant Professor of Psychiatry and Behavioral Sciences	51,000		FROM: 29,818 TO: 31,309	FROM: 21,182 TO: 19,691	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Phyllis Davis	Instructor in Psychiatry and Behavioral Sciences	25,000		FROM: 16,513 TO: 17,881	FROM: 8,487 TO: 7,119	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Colin C. Doyle	Assistant Professor of Psychiatry and Behavioral Sciences	32,600		FROM: 19,693 TO: 22,906	FROM: 12,907 TO: 9,694	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Aly Fahmy	Professor of Pathology	78,000		FROM: 36,000 TO: 47,000	FROM: 42,000 TO: 31,000	2-1-76	Increase from V.A. Hospital.
Steven M. Fishkin	Associate Professor of Psychiatry and Behavioral Sciences	42,000	23,997	FROM: -0- TO: 1,201	FROM: 18,003 TO: 16,802	10-12-75	Increase from V.A. Hospital.
John K. Flake	Assistant Professor of Psychiatry and Behavioral Sciences	42,000		FROM: 26,178 TO: 27,490	FROM: 15,822 TO: 14,510	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Janet Irene Gearin	Instructor in Psychiatry and Behavioral Sciences	25,682		FROM: 12,841 TO: 13,482	FROM: 12,841 TO: 12,200	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
E. Page Howard	Assistant Professor of Psychiatry and Behavioral Sciences	26,000		FROM: 12,841 TO: 16,255	FROM: 13,159 TO: 9,745	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Robert Stephan Jones	Assistant Professor of Psychiatry and Behavioral Sciences	28,000		FROM: 16,513 TO: 17,339	FROM: 11,487 TO: 10,661	10-12-75 thru 6-30-76	Increase from V.A. Hospital.

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NAME	TITLES	FTE INCOME CEILING	GUARANTEED BASE SALARY		PPP EARNINGS POTENTIAL	EFFECTIVE DATE	REMARKS
			TENURED	NON-TENURED			
Robert L. Kane	Assistant Professor of Psychiatry and Behavioral Sciences	37,000		FROM: 21,816 TO: 22,906	FROM: 15,184 TO: 14,094	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Edward C. Kuekes	Associate Professor of Psychiatry and Behavioral Sciences	55,000	28,993	FROM: -0- TO: 2,343	FROM: 26,007 TO: 23,664	10-12-75	Increase from V.A. Hospital.
Carole K. Leverett	Assistant Professor of Psychiatry and Behavioral Sciences	26,000		FROM: 15,431 TO: 16,235	FROM: 10,519 TO: 9,745	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Agustin Lopez	Professor of Psychiatry and Behavioral Sciences	68,000	36,000	FROM: -0- TO: 8,030	FROM: 32,000 TO: 24,000	10-12-75	Increase from V.A. Hospital.
Charles E. Marshall	Associate Professor of Pathology	69,000		FROM: 40,430 TO: 41,222	FROM: 28,600 TO: 27,778	2-1-76 thru 6-30-76	Increase from V.A. Hospital.
R. M. O'Neal	Professor and Head of Pathology	85,000		FROM: 43,743 TO: 44,191	FROM: 41,257 TO: 40,809	2-1-76	Increase from V.A. Hospital.
William C. Orr	Assistant Professor of Psychiatry and Behavioral Sciences	38,000		FROM: 23,997 TO: 25,198	FROM: 14,003 TO: 12,802	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Pamela Parrish	Associate Professor of Psychiatry and Behavioral Sciences	60,000	35,782	FROM: -0- TO: 9,227	FROM: 24,218 TO: 14,991	10-12-75	Increase from V.A. Hospital.
K-Lynn Paul	Assistant Professor of Psychiatry and Behavioral Sciences	53,000		FROM: 32,830 TO: 39,800	FROM: 20,200 TO: 13,200	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Vladimir Pishkin	Professor of Psychiatry and Behavioral Sciences	62,000	34,788	FROM: -0- TO: 1,741	FROM: 27,212 TO: 25,471	10-12-75	Increase from V.A. Hospital.
Jan V. C. Pitha	Associate Professor of Pathology	69,000		FROM: 37,240 TO: 47,782	FROM: 31,760 TO: 21,218	2-1-76 thru 6-30-76	Increase from V.A. Hospital.
Herschel Randolph	Instructor in Psychiatry and Behavioral Sciences	24,000		FROM: 15,481 TO: 16,797	FROM: 8,519 TO: 7,203	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Gerald G. Robertson	Assistant Professor of Psychiatry and Behavioral Sciences	60,000		FROM: 36,000 TO: 45,000	FROM: 24,000 TO: 15,000	10-12-76 thru 6-30-76	Increase from V.A. Hospital.
Jay I. Shurley	Professor of Psychiatry and Behavioral Sciences and Adjunct Professor of Human Ecology and Environmental Health	74,000	36,000	FROM: -0- TO: 9,000	FROM: 38,000 TO: 29,000	10-12-75	Increase from V.A. Hospital.
James C. Spalding	Assistant Professor of Psychiatry and Behavioral Sciences	60,000		FROM: 35,782 TO: 43,782	FROM: 24,218 TO: 16,218	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Larry Spencer	Assistant Professor of Psychiatry and Behavioral Sciences	28,000		FROM: 17,029 TO: 18,423	FROM: 10,971 TO: 9,577	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Delbert L. Vanderpool	Assistant Professor of Psychiatry and Behavioral Sciences	34,000		FROM: 21,816 TO: 23,670	FROM: 12,184 TO: 10,330	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Jorge A. Miranda Vargas	Assistant Professor of Psychiatry and Behavioral Sciences	60,000		FROM: 34,738 TO: 43,788	FROM: 25,212 TO: 16,212	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Andre Weitzenhoffer	Professor of Psychiatry and Behavioral Sciences	54,000	26,905	FROM: -0- TO: 1,349	FROM: 27,095 TO: 25,746	10-12-75	Increase from V.A. Hospital.
Beverly Williams	Instructor in Psychiatry and Behavioral Sciences	24,000		FROM: 12,841 TO: 13,482	FROM: 11,159 TO: 10,518	10-12-75 thru 6-30-76	Increase from V.A. Hospital.
Vinekar Shreekumar	Clinical Assistant Professor of Psychiatry and Behavioral Sciences	FROM: 25,600 TO: 12,800		FROM: 12,800 TO: 6,400	6,400	2-15-76 thru 6-30-76	2/5 to 1/5 time.

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CHANGES:

Karen G. Johnson, title changed from Special Instructor in Medical Technology to Adjunct Assistant Professor of Medical Technology in Clinical Laboratory Sciences, March 1, 1976.

Myers William Lockard, Jr., Instructor in Fixed Prosthodontics, salary changed from rate of \$2,625 for 10 months, part-time, to without remuneration, January 1, 1976.

Thomas N. Lynn, titles changed from Professor of Medicine and Professor and Chairperson of Family Practice and Community Medicine and Dentistry, Colleges of Medicine and Dentistry, to Adjunct Professor of Medicine and Professor of Family Practice and Community Medicine and Dentistry, Colleges of Medicine and Dentistry, February 12, 1976. Retains title Dean, College of Medicine.

Robert E. Nordquist, title changed from Adjunct Assistant Professor of Pathology to Adjunct Associate Professor of Anatomical Sciences, without remuneration, March 1, 1976.

NON-REAPPOINTMENT:

Ralph W. Richter, Professor of Neurology and Associate Dean, Continuing Medical Education, Tulsa, July 1, 1976.

Emma Lee Clark, Assistant Professor of Nursing, May 31, 1976.

President Sharp recommended approval of the above actions except he asked that the recommendation with regard to Emma Lee Clark be passed over to the next meeting.

Regent Bell moved approval of the recommendations. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

III. Finance and Management

a. Non-Academic Personnel

APPOINTMENTS:

Michael P. Lapolla, Clinic and Professional Practice Plan Business Manager, Department of Family Practice, Tulsa, rate of \$18,000 for 12 months, January 12, 1976. Budget, page 234.

John Keith Turner, Director of General Services, rate of \$16,500 for 12 months, February 2, 1976. Budget, page 307, position 0002.

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Julene Dianne Wilson, Buyer, Purchasing, rate of \$10,500 for 12 months, March 1, 1976. Budget, page 294, position 0006.

CHANGES:

J. Wayne Beal, title changed from Director of General Services to Assistant Director for Administrative Systems and Planning, Operations Management, February 1, 1976.

G. G. Stephens, Supervisor, Centrex Telephone Communications, salary rate increased from \$12,400 to \$14,000 for 12 months, February 1, 1976. Additional \$675 from Budget, page 337.

Glen H. Whitback, title changed from Manager of Construction to Construction Administrator, Architectural and Engineering Services, December 1, 1975.

President Sharp recommended approval of the personnel actions listed above.

Regent Brett moved approval of the recommendations. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

b. Auditor for 1975-76

At the request of the University, Touche Ross & Co. has submitted a proposal to audit the accounts and express an opinion on the financial statements of The University of Oklahoma Health Sciences Center for the year ended June 30, 1976.

Their proposal indicates the purpose of their engagement will be to examine the Center's financial statements for the year ended June 30, 1976 and evaluate the fairness of presentation of the statements in conformity with generally accepted accounting principles applied on a basis consistent with that of the preceding year. Their examination will be conducted in accordance with generally accepted auditing standards which will include a review of the system of internal control and test of transactions to the extent they believe necessary. Accordingly, it will not include a detailed audit of transactions to the extent which would be required if intended to disclose defalcations or other irregularities, although their discovery may result.

Touche Ross & Co. indicates the objective of their examination is the expression of an unqualified opinion on the Center's financial statements dependent on the facts and circumstances at the date of their opinion. If their opinion will be other than unqualified, the reasons therefore will be fully disclosed. Their examination will include the additional information section of the report including financial statements of the Steam and Chilled Water Plant and the cash to accrual conversion. They will submit as a normal part of their examination a letter advising the University of opportunities they have observed for economics or improved internal control over our operations.

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Touche Ross & Co. has agreed to perform this examination for a fee not to exceed \$40,000. This represents a \$5,000 increase over fiscal year 1975.

President Sharp recommended that Touche Ross & Co. be employed to perform the audit for the Health Sciences Center for the year ended June 30, 1976 in accordance with the above proposal.

Regent Replogle moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

c. Dental Equipment

Five firms responded to our invitation to bid on oral surgeon power chairs for the College of Dentistry. The bids were evaluated by the Dean and faculty of the College of Dentistry. Their recommendation is to accept the low bid as it meets all specifications.

Funds are available in Budget Account 99400090, College of Dentistry Equipment, to make this purchase.

Bids were received from the following:

Vacudent Salt Lake City	\$23,194.50
Patterson Dental Company Oklahoma City	26,357.38
Loucks Dental Supply Co., Inc. Tulsa	27,287.68
Plastic Surgery Components Salt Lake City	27,520.50
Weber Dental Canton, Ohio	32,602.50

President Sharp recommended award of the bid as follows:

Vacudent Salt Lake City	\$23,194.50	
Less 1%	<u>231.95</u>	\$22,962.55

Regent Replogle moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

d. Proposal, Contract, and Grant Report

A summary of proposals for contracts and grants for the Health Sciences Center for February, 1976 was included in the agenda for this meeting. Also reported were the contracts executed during the same period of time on proposals previously reported.

President Sharp recommended that the President of the University or his designees be authorized to execute contracts on the pending proposals as negotiations are completed. The contract budgets may differ from the proposed amounts depending upon these negotiations.

Regent Braly moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

e. Acquisition of Computer

The following was added to the agenda by unanimous consent:

The Professional Practice Plan Billing Office currently has a time sharing arrangement with United Transport, Inc. for the purchase of computer time at the rate of \$35.00 per hour. Because of the increasing volume of transactions and new computer applications, the PPP Billing Office is finding it extremely difficult to meet schedules within the time now allotted on the computer. In addition, new applications necessitates interactive computing capabilities, a feature not available on the hardware they are currently utilizing.

In order to meet the prescribed schedules for getting all departments on the billing system during the current year and to facilitate departmental billing system requirements, it is necessary the PPP Billing Office acquire in-house computing capabilities. The current software applications and programs are currently designed for and run on Univac hardware. In order to facilitate a smooth conversion and because of the time constraints involved, it has been proposed that a Univac 90/30 computer be leased for the Professional Practice Plan Billing Office. It is estimated that this system can be operable within 60 to 90 days.

The annual cost of the proposed configuration will be approximately \$70,000, including maintenance. Since the PPP Billing Office is currently spending approximately \$36,000 per year for computer time, the net annual cost to the PPP will be approximately \$34,000. Computer lease payments will be paid from Account A0000170.

Because of the existing software applications and programs and the time constraints involved, President Sharp recommended the Health Sciences Center administration negotiate a lease agreement with Sperry Univac for a computer to be utilized by the Professional Practice Plan.

Regent Braly moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

V. Operations and Physical Plant

a. Library and Learning Resources Center

President Sharp reported that bids for construction of the Health Sciences Library and Learning Resources Center were received from six contractors on February 5. A tabulation of all of the bids received was distributed to each Regent and is attached hereto as a part of these minutes. The low base bid submitted by J. J. Cook Construction, Inc. and Associates, a joint venture, and all of the alternates have been reviewed by the project architects and the University staff. The low bid is greater than the amount budgeted for construction of the project.

President Sharp said the base bid can be reduced by \$381,545 to \$5,152,455 by taking alternates numbered 1, 3, 5, 6, and 12. After a complete review of the cost-benefit aspects of each of the remaining alternates, it was concluded that they should not be taken.

The proposed project budget is as follows:

<u>ITEM</u>	<u>COST</u>
<u>Phase I Priority 1 A</u>	
Construction Cost (Base bid minus selected alternates)	\$5,152,455
Architectural fees	322,028
Carpet allowance	100,000
Landscape allowance	100,000
Movable equipment (partial)*	130,619
Contingency allowance	100,000
Other project costs	<u>55,000</u>
	\$5,960,102
<u>Phase II Priority 1 B</u>	
Movable equipment*	<u>411,381</u>
Total Project Cost	\$6,371,483
<u>Funds Available, 3/5/76</u>	<u>\$6,002,601</u>
<u>Additional Funds Required</u>	\$ 369,882

*Total movable equipment budget: Phase I, \$130,619 plus Phase II, \$411,381 equals \$542,000.

BID TABULATION SHEET

LIBRARY/LEARNING RESOURCES CENTER FOR /
 UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER
 February 5, 1976

U.S. Department of Health, Education, and Welfare
 Grant No. HP-OK-28
 Project No. 74-08.0

	GENERAL CONTRACTORS					
	Buckner & Moore, Inc.	J. J. Cook Construc., Inc.	Harmon Construc. Company, Inc.	Lippert Bros. Inc.	Manhattan Construc. Co.	United Builders, Inc.
Base Bid	5,548,172	5,534,000	5,652,000	5,702,000	5,784,000	5,778,000
Deduct						
Alternate No. 1	88,693	87,068	71,500	65,000	103,000	64,000
2	50,798	51,198	50,300	50,000	49,000	48,800
3	101,596	102,396	100,600	100,000	99,000	97,700
4	8,804	19,542	18,600	20,000	19,000	18,500
5	107,459	99,997	20,700	102,000	100,000	102,000
6	38,850	47,257	36,400	47,000	43,500	41,500
7	4,200	3,016	6,200	6,000	5,000	2,900
8	22,706	36,982	27,000	33,000	40,000	27,800
9	3,659	679	700	700	600	600
10	NO BID	NO BID	ADD 85,000	295,000	235,000	NO BID
11	29,014	30,205	30,200	29,000	26,700	35,000
12	44,755	44,827	42,400	40,000	40,500	42,000
13	17,500	7,347	500	32,000	8,800	9,700
14	14,270	14,529	16,800	13,000	15,000	13,600
15	13,063	9,339	8,800	9,000	700	8,900
16	34,920	34,587	34,600	34,000	33,000	33,000

This budget indicates that the funds needed to award a construction contract and to complete the first phase of the project are available now and that it will be necessary to secure \$369,882 in additional funds during the forthcoming two years to complete the purchase of the equipment required for the facility.

President Sharp recommended that the Regents award a contract for construction of the Health Sciences Library and Learning Resources Center to J. J. Cook Construction, Inc. and Associates, a joint venture, for their base bid minus deduct alternates 1, 3, 5, 6, and 12, for a total contract of \$5,152,455, subject to the concurrence of the Department of Health, Education, and Welfare and subject to a change in the mechanical sub-contractor to Matherly Mechanical Contractor, Inc.

Regent Brett reported the Facilities Planning Committee concurs in this recommendation and he so moved. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

b. Corridor/Bridge Project - Biomedical Sciences Building

The following was added to the agenda for consideration at this time by unanimous consent:

The specifications for the Corridor/Bridge portion of the Biomedical Sciences Building require the submission of two bonds in identical amounts and serving the same function. The Statutory Bond, required by Title 61, Section 1, insures the obligation of the contractor to pay all subcontracts and suppliers. The Labor and Material Payment Bond also insures this obligation.

Waiver of the latter, which serves no additional purpose, but adds a cost of \$1,400.00 to the project, has been proposed.

President Sharp recommended that the requirement for the Labor and Material Payment Bond as stated in the specifications for the Corridor/Bridge Project be waived.

Regent Brett moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

c. Lease Agreement - Breast Cancer Detection Center

The following was added to the agenda with unanimous consent:

The Breast Cancer Detection Center currently occupies approximately 3,500 square feet of space in the Oklahoma Medical Research Foundation building.

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Since the Foundation has indicated a need for this space and has requested the Health Sciences Center to relocate the Breast Cancer Detection Center, the Health Sciences Center administration has conducted an extensive search over the past few months for space to relocate this activity. In addition, the current space utilized by the Breast Cancer Detection Center is not sufficient and additional space is needed.

A one year lease, beginning July 1, 1976, has been negotiated with the First National Management Corporation for 5,718 square feet of space in the Presbyterian Professional Building. The annual cost of the lease is \$42,885 or \$7.50 per square foot. Necessary renovations, incorporated in the lease, will cost no more than \$24,000.

Funds are available in accounts A0001081 and C2300204 to pay for the annual cost of the lease. Funds are available in account A0001081 to pay for the one-time renovation costs.

President Sharp recommended (1) approval of the lease with First National Management Corporation for space in the Presbyterian Professional Building to be occupied by the University of Oklahoma Health Sciences Center Breast Cancer Detection Center at an annual cost of \$42,885, (2) approval of the expenditure of no more than \$24,000 for one-time renovation costs.

Regent Replogle moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

d. Land Purchase - North and East of Power Plant

Oklahoma City Urban Renewal Authority has deemed it necessary to dispose of certain property within the Medical Center Urban Renewal Project and has agreed to sell it to the University for \$103,988.63. The land in question is the block and a half immediately north of the Steam and Chilled Water Plant and the block immediately east, all between N.E. 8th and N.E. 10th and between Phillips and Kelley. It is desirable that the University acquire this land for future development of the Health Sciences Center. A temporary surface parking lot will be constructed on this land within the next few months.

Funds are available in account 9275090 for this purchase.

President Sharp recommended approval of buying the property described.

Regent Braly moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

e. Report on Major Capital Improvements Projects

As shown on the attached page a report was presented to the Regents on the status of capital improvements projects now under construction and in

OFFICE OF ARCHITECTURE AND ENGINEERING SERVICES
THE UNIVERSITY OF OKLAHOMA

MAJOR CAPITAL IMPROVEMENTS PROGRAM

PROGRESS REPORT, MARCH, 1976

PROJECTS UNDER CONSTRUCTION

Project	CMP Priority No.	Architect	Contractor	Contract Award Date	Original Adjusted Completion Date	Original Current Contract Amount	Status (% complete)	Sources of Funds
HEALTH SCIENCES CENTER								
Biomedical Sciences Building	7	Wright and Selby	Lippert Brothers, Inc.	08/27/73	01/13/76 01/30/76	\$ 8,700,500 8,969,147	96 %	Bond Funds, Grants, DHEW
Dental Clinics (Dental Clinical Sciences Building)	10	McCune and McCune	Rayco Construction	12/13/73	12/17/75 01/28/76	6,786,271	98 %	Bond Funds Grant, DHEW
Laboratory Casework Dental Clinics	10 (Partial)	McCune and McCune	Kitchen Interiors	12/13/73	12/17/75 01/28/76	474,000 471,245	90 %	Bond Funds Grant, DHEW
Steam & Chilled Water Plant, Phase III & IV		Carnahan, Thompson, and Delano	Kay Engineering	02/18/75	05/16/76	3,883,400 3,826,459	66 %	Revenue Bonds
College of Nursing Building	2	Murray, Jones, Murray	Harmon Construction Co.	10/16/75	07/04/77	3,635,000	14 %	Bond Funds Grant, DHEW
Steam & Chilled Water Plant, Phase III and IV, Project "G"		Carnahan, Thompson, Delano	R. Johnson, Incorporated	11/13/75	02/12/76	52,199	88 %	Revenue Bonds

OFFICE OF ARCHITECTURAL AND ENGINEERING SERVICES
THE UNIVERSITY OF OKLAHOMA

MAJOR CAPITAL IMPROVEMENTS PROGRAM

PROGRESS REPORT, MARCH, 1976

PROJECTS IN VARIOUS STAGES OF PLANNING

Project	CMP Priority No.	Engineers & Architects	Contract or Letter	Estimated Cost	Status
HEALTH SCIENCES CENTER					
Student Housing	--	Murray, Jones Murray	C 10/20/71	\$ 5,647,070	Inactive.
College of Health	--	Murray, Jones Murray	C 07/23/70	10,000,000	Inactive. Funds for this project have been transferred to the Biomedical Sciences building project.
Library/Learning Resources Center	1A & 1B	Binnicker Associates	C 01/15/76	5,886,000	A grant award of \$2,874,340 has been received. Final plans have been completed. Bids were received on February 5, 1976.
Ambulatory Medical Clinics	--	Frankfurt, Short, Emery, McKinley	--	2,400,000	Inactive. Schematic design plans for this project have been completed. Responsibility for this project has been transferred to the University Hospital.
Bridge/Corridor, Biomedical Sciences Building	--	Wright & Selby	C 05/09/75	343,700	Bids were received on February 3, 1976. The Oklahoma City Urban Renewal Authority agreed to pay up to \$133,350 of the cost.
Tulsa Medical College	3	A & E Services	--	2,476,000	Inactive. An application requesting a Federal construction grant will be resubmitted during 1976.
College of Pharmacy Building	4	A & E Services	--	3,915,000	Inactive. An application requesting a Federal construction grant will be resubmitted during 1976.
Multi-Purpose Building	--	A & E Services	--	--	A feasibility study has been completed and is undergoing review.
Service Center	--	Carnahan, Thompson, Delano	--	--	Plans are being prepared for the expansion of the steam and chilled systems into the Moon Junior High building.
Diagnostic Laboratory, School of Medicine Building	--	A & E Services	--	31,000	Plans for this renovation project in the old School of Medicine Building are being prepared.
Thrombosis-Coagulation Laboratory in University Hospital	--	A & E Services	--	55,000	Plans for this renovation project in the University Hospital are being prepared.

various stages of planning on the Health Sciences Center Campus. No action was required.

VI. University Development

a. Gladys and William I. Hayes Bequests

WHEREAS, Through the Estate of Gladys Hayes who died testate June 10, 1970, a trust fund was established and was added to and made a part of a trust previously created by her late husband, William I. Hayes, naming the First National Bank and Trust Company of Enid, Oklahoma as Trustee,

AND WHEREAS, Net income from the William I. Hayes Trust Fund was to be paid to Shirley Vanderford, foster daughter of the decedent during her natural life, and for 20 years thereafter was to be paid to four charitable organizations, including "Twenty percent (20%) to the University of Oklahoma School of Medicine and University Hospital, under supervision and control of the Board of Regents of the University of Oklahoma, to be used exclusively for crippled children in that department of the University Hospital, as said Board of Regents may determine,"

AND WHEREAS, After 20 years the trust estate is to be liquidated and distributed to the four charitable beneficiaries with twenty percent (20%) going to the Regents of the University of Oklahoma for the purposes stated above,

AND WHEREAS, Twenty percent (20%) of the annual income has been paid to the Regents of the University of Oklahoma for the exclusive use and benefit of Crippled Children in University Hospital since June, 1971,

AND WHEREAS, The 1973 session of the Oklahoma Legislature, in response to a Resolution of the Board of Regents passed legislation found at Title 56, Oklahoma Statutes, Section 337 which authorized changing the governing board of the Oklahoma Children's Memorial Hospital, formerly known as the State Hospital for Crippled Children,

AND WHEREAS, Pursuant thereto, the Hospital was conveyed to the Oklahoma Public Welfare Commission, by Warranty Deed from the Board of Regents dated October 22, 1973, filed of record in the Office of County Clerk of Oklahoma County in Book 333 at page 176 and that by virtue of this deed the Public Welfare Commission is now the governing board of Children's Memorial Hospital,

NOW THEREFORE Be It Resolved that it is the recommendation of the Regents of the University of Oklahoma that future income payments from the William I. Hayes Trust be made directly to the Oklahoma Public Welfare Commission to be used for the exclusive benefit of crippled children in Children's Memorial Hospital.

President Sharp recommended adoption of the above Resolution.

Regent Braly moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

B. Administration

V. General Policies

a. Affirmative Action Plan (Norman Campus)

The following Affirmative Action Plan has been prepared for the University of Oklahoma (Norman Campus) and covers the annual period beginning November 1, 1975, going through October 31, 1976. This plan will be updated as required on an annual basis. The plan has been developed by the University's Equal Employment Opportunity Committee with the assistance of several University officers and administrators.

Equal Employment Opportunity is the law. It is mandated by Federal, State, and local legislation; Presidential Executive Orders; and definitive court decisions. However, there remains a need to communicate to employers why and how equal employment opportunity usually requires positive, affirmative action beyond establishment of neutral "non-discriminatory" policies.

Experience in administering equal opportunity laws over the past 30 years has shown that many discriminatory practices of the past remain so deeply embedded in basic institutions of society that these practices continue to have extremely unequal effect on certain groups in our population even when the employer has no conscious intent to discriminate.

The legal necessity for positive, affirmative action to remove these discriminatory practices which still pervade every phase of employment has been firmly established by the courts.

Many people who suffer effects of past and present discrimination are already qualified for better jobs, but continuing barriers throughout employment systems deny them equal opportunity. The major part of an affirmative action program must be recognition and removal of these barriers, identification of persons unfairly excluded or held back, and action enabling them to compete for jobs on an equal basis.

There are other people who, because of a lifetime of unequal opportunity in many institutions of society, may need additional aid to become qualified for jobs on an equal basis. This, too, is part of affirmative action. But the need to help disadvantaged people become qualified should not obscure the primary legal obligation to change widespread employment barriers which daily discriminate against qualified people.

An effective affirmative action program not only benefits those who have been denied equal employment opportunity but will also greatly benefit the organization which often has overlooked, screened out or underutilized the great reservoir of untapped human resources and skills among women and minority groups.

A. Oklahoma State Higher Education System Compliance Statement

The following statement is being affixed to all publications presently utilized by State System institutions:

This institution in compliance with Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972 does not discriminate on the basis of race, color, national origin, or sex in any of its policies, practices, or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services.

B. University of Oklahoma Board of Regents Equal Opportunity Statement

On March 24, 1970, the University of Oklahoma Board of Regents adopted an official statement of commitment to Equal Employment and Affirmative Action. This policy will govern all university activities in the admission of students, services offered students, employment of faculty and staff, and the treatment of faculty and staff, and the treatment of all employees of the university.

The University Regents' official policy on equal opportunity at the University of Oklahoma is as follows:

With respect to the admission and education of students, with respect to the availability of student loans, grants, scholarships, and job opportunities, with respect to the employment and promotion of academic and non-academic personnel, with respect to the student and faculty activities conducted on premises owned or occupied by the University, and with respect to student and faculty housing situated on premises owned or occupied by the University, the University of Oklahoma shall not discriminate either in favor of or against any person on account of his or her race, creed, color, national origin, sex, age, or political beliefs; however, restrictions on age and sex based on bona fide employee retirement policies and job requirements or generally accepted and socially approved distinctions in housing, sanitary facilities, athletics and similar facilities or activities are accepted. (Regents, 3-24-70)

C. Affirmative Administrative Statement of Commitment for the University of Oklahoma

The University of Oklahoma recognizes its legal and moral obligations to guarantee Equal Employment Opportunity to all persons in all segments of university life. The University also recognizes the historical denial of equal opportunity to segments of our population and is committed to providing equal opportunity.

With a deep concern for people--all people--and with a deep sense of moral and legal obligation, the University of Oklahoma publicly expresses a commitment to Affirmative Action to guarantee Equal Employment Opportunity and equal opportunity for participation in all activities, at all levels of university life. This commitment goes beyond providing equity in the present employment processes, but extends an equal commitment to the removal of the historical barriers to Equal Employment Opportunity.

The University will maintain a critical and continuing analysis of the internal employment practices. The consequences of employment practices will be the measure of progress. Each budget unit within the University is expected to contribute, whenever possible, to the overall progress toward eliminating underutilization of women and minorities. The commitment to this task is vital to the life of the University. Affirmative Action performance is part of the evaluation of administrative processes of every budget unit. Budget unit heads and administrative supervisors are expected to assume the responsibility to carefully examine each employment decision to insure that a nondiscriminatory applicant pool is established. When a pool of qualified applicants is established, careful attention should be given to the extent to which this decision will improve utilization and cause qualified minorities and women to be appointed at all levels of employment.

D. Dissemination of Policies

Internal Distribution

Distribution of the Affirmative Action Plan will be made throughout the University. It is the responsibility of the Provost and each Vice President to insure that each level of the organization is made aware of the plan and a copy is made available for review. It is the responsibility of the supervisor to promote the fulfillment of the University's commitment to Affirmative Action. The effectiveness in this responsibility will be a part of performance evaluation. The plan will be discussed with each new employee as part of employment orientation. Within 90 days, after the publication of this revision, additional distribution of the plan will be made to the University Today house organ, the Faculty Senate, all University employee organizations, the Student Government Association, the Oklahoma Daily, the Norman Transcript, the Oklahoma City Black Dispatch, Oklahoma Journal, Oklahoman and Times, Oklahoma Observer, and other area newspapers as appropriate. Internal communication of the Affirmative Action Plan to all supervisory personnel is essential to their understanding, cooperation, and compliance. All persons responsible for personnel decisions must know the University's Affirmative Action Plan, the institution's employment policies, how to interpret these policies and Affirmative Action Plan, and how to implement the program within their area of responsibility. The Affirmative Action Plan will be included in each new printing of the University's Procedures Manual. Within 90 days after publication of this revision, meetings will be held with supervisory and administrative staff which will provide for discussion and further dissemination of the policy. Similar meetings will occur on at least an annual basis.

External Distribution

All recruiting sources will be informed of the University's updated Affirmative Action Plan.

The Oklahoma State Higher Education System Statement (see page 1) will be used on all purchase orders, leases, contracts, and other official publications, etc.

Within 90 days after the publication of this revision, the University will notify local minority and women's organizations, community agencies, community leaders, and other related organizations regarding its Affirmative Action Plan procedures.

The University will require written notification of EEO compliance and the existence of an Affirmative Action plan from all sub-contractors, vendors, and suppliers in compliance with Executive Order 14.

A. Recruitment of Staff

Problem Area No. 1

An analysis of the recruiting activity for staff revealed the continuing problem of availability of minority applicants in the Norman, Oklahoma area, the location of the University of Oklahoma. The University recruits for staff personnel in the Oklahoma City Standard Metropolitan Statistical Area (SMSA), which includes the Norman area. The related problems are: the competitive salary scale when compared with the city of Oklahoma City, the congested commuter problem to Norman 20 miles from the city, parking costs in the campus area, and the cross-town travel to use the Interstate Highway System. The minority population in the city of Norman is minimal.

Proposed Program:

The University will seek, through its Minority Recruiter, to expand its minority recruitment program to become a university-wide effort featuring university-wide involvement.

The aggressive program will supplement the meager Norman area minority labor pool and will complement the Office of Personnel Services' referral system by actively involving hiring personnel in the recruitment processes. This involvement will consist chiefly of exposing hiring personnel to labor pools adjacent to the Norman area, within easy commuter range, including the comparatively dense population centers across the metropolitan Oklahoma City area. The Minority Recruitment Program will enlarge the labor pool by seeking potential candidates who would be willing to relocate in the Norman area. An inducement to this employment will be the opportunity to enroll in University course work under the University's policy which allows for, under certain circumstances with permission of the supervisor, release time to attend classes and fee waivers for 50% of the tuition for up to six hours classwork during fall and spring and three hours during the summer session.

The University of Oklahoma will explore solutions to the commuter travel problems between the Norman campus and the sprawling, heavily populated Oklahoma City area. Over 775,000 people reside over the five counties and 560 square miles of this second largest (in land area) city in the United States. Although the excellent Interstate Highway system between Norman and Oklahoma City can bring a traveler to Norman and back in some 40 to 45 minutes, the Oklahoma City resident must accomplish considerable travel through his/her own city streets to reach the Interstate. Depending on his or her domicile in Oklahoma City, a prospective employee could expect to travel daily from 36-60 miles or more at a gasoline cost exceeding \$1.00 to \$2.00 per day, excluding attendant automobile maintenance costs and parking costs. Employee parking decals, mandatory for campus parking, cost, \$7.50 to \$15.00 annually.

The University will provide for a survey of potential candidates for employment in the metropolitan labor pool to determine the feasibility of a commuter program between the Norman campus and the Oklahoma City metropolitan area. Participants in the survey will be individuals who have indicated interest in employment at the University of Oklahoma Health Sciences Center in Oklahoma City.

B. Enrichment of Applicant Pool

Problem Area No. 2

An analysis of the applicant-flow data for staff personnel and the monitoring reports for faculty search committees reveals some problems with the development of representative applicant pools to enhance achievement of hiring goals. There is a need for action oriented programs to improve the representativeness of applicant pools.

Proposed Program:

The University's Office of Personnel Services has developed a uniform staffing plan by which all staff positions are filled. Uniform adherence to the staffing plan is encouraged. The hiring process dictates that before a position can be filled, the position must be listed for a minimum of five working days or the hiring official must have reviewed a minimum of three qualified applicants. The University will impose some flexibility to these regulations when the applicant pool is clearly not representative. Unit managers will be encouraged to list vacancies at the earliest possible time. Special efforts will be made to identify and review applicants in the classes where underutilization exists. The regulatory minimum requirements will be extended until a representative applicant pool is developed or until it can be documented that the best possible effort was made to expand the pool. It may become necessary to make a temporary appointment to allow a function to go on until these efforts are completed. In such cases, the University's interim Appointment Policy will be applied.

Similar problems exist in the appointment of faculty and administrative officers, where the applicant pool is national. The University's appointment policy for faculty and administrative officers provides for an examination of the qualified applicant pool for its representativeness. When the pool is not representative--that is, when the pool does not contain the mixture of applicants that can reasonably be expected from the applicant market--the appointing official is required to repeat the entire process, or document that the best possible effort was made to develop a representative pool. In some cases, a temporary appointment is made until the process is completed. In such cases, the University's Interim Appointment Policy is allowed.

C. Instructional Staff Academic Support Programs

Problem Area No. 3

The analysis of the University's work force revealed the continued problem of concentration of minorities and women in the lower ranks of both faculty and staff. Such concentrations are understood when it is observed that minorities and women are often attracted to the entry-level positions. There is evident need for an aggressive career development program to promote the upward mobility of minorities and women in the work force. The Affirmative Action Plan encourages strong consideration for the appointment of minorities and women at other than entry-level positions. However, that consideration is often impeded by the lack of availability of qualified minorities and women for the upper-rank positions in the applicant market, and the lack of adequate resources to attract such applicants from a lean and highly competitive market. To correct the deficiencies revealed in the analysis of the work force, programs for career development and upward mobility are proposed.

Proposed Program:

To aid upward mobility and to encourage retention of lower rank faculty which include the aforementioned concentration of minorities and women, the University will develop and conduct a series of seminars as part of an orientation program to be made available to the faculty on calendar dates just preceeding each academic semester. This series will provide opportunities to develop classroom skills not commonly made a part of the new faculty member's single-discipline graduate degree program which led to his or her employment with the University. These skills include student advising, developing course syllabi, developing and conducting lectures, using audio-visual classroom aids, and other instructional strategies and techniques through which the faculty member may achieve excellence in his or her responsibility as a teaching scholar. Such program will be developed and coordinated through the Provost's Office.

D. Staff Career Development Program

Problem Area No. 4

The unacceptable distribution of minorities and women throughout the University's work force is cited in the Problem Area No. 3. In search for remedial actions, the internal promotion and transfer practices were reviewed. The review indicated that many potential career employees who lack experience and specific qualifications remain at low level positions with little opportunity and no assurance of upward mobility. The lack of visible career paths is believed to contribute to an unacceptable turnover rate and loss of irreplaceable human resources, including minority and female resources. The University has proposed action oriented programs to address the problems.

Proposed Program:

- 1) Developing a higher degree of explicitness in its published list of job opportunities and qualifications, geared to individual expectations;
- 2) Individualizing career counseling to meet individual employee needs, rather than addressing the employment class as a whole, and providing counseling to foster existing employee motivation and to provide opportunity for the self-discovery necessary to develop employee motivation in some professional or vocational direction;
- 3) Providing staff support to develop and conduct employee training programs;
- 4) Developing and administering an employee performance evaluation system as a staff development and promotion device;
- 5) Developing and administering a Career Development Program for coordinated training and education of University employees with achievement certification measures, and with release time procedures for academic enrollment. Responsibility for Career Development activities will rest with the Office of Personnel Services.

E. Information Collection and Dissemination

Problem Area No. 5

A study of information needs and reporting requirements revealed that the University is expending resources of time and dollars on information gathering. The process is further complicated by the changing requirements for reporting imposed by HEW and other compliance agencies. Affirmative Action and Equal Employment Opportunity administration is hampered by these effort-consuming activities. The University is anxious to spend more time and dollars in program development and administration. Action Oriented Programs are proposed to correct these deficiencies.

Proposed Program:

The University is involved in the development of an integrated information system to facilitate its computer capability to produce data-based reports for monitoring and reporting Affirmative Action and Equal Employment processes. An affirmative effort will be made to complete the system as soon as possible.

F. Recruitment of Minority and Women Graduate Students

Problem Area No. 6

The Department of Health, Education, and Welfare and the Department of Labor repeatedly cite the problem of availability of minorities and women in the labor market and a greater deficiency in the research of information on such availability. The DHEW and DOL recently published the five-point program for improving the administration of Affirmative Action. Research and assistance with availability data was again one part of the five-part program. It is held that institutions of Higher Education must be the agencies to assume the responsibility for increasing the supply of minorities and women in the pool of professionals. The University of Oklahoma recognizes and accepts that responsibility. The action oriented program that follows is directed at the supply problem.

Proposed Program:

The University of Oklahoma has launched an aggressive program of recruitment of minority and female students for graduate and professional programs. The efforts will include early identification of potential students, even at the secondary school level. A program of assistance with career counseling is being developed. The University has accelerated its program of junior college recruitment and articulation. New sources for financial assistance for graduate study are being developed both in cooperation with the Oklahoma State Regents for Higher Education assistance programs and programs within the University. The historical problem of admission to the graduate and professional programs is being approached. Special developmental programs to aid admission are being developed. The University will work on a supplement to this plan to set definitive admission goals for minority and female graduate and professional students. The University has submitted an Affirmative Action Compliance Program as a participant in the Oklahoma State Higher Education System in which admission goals are set. These goals are now being revised as more action oriented programs are developed.

G. Grant and Contract Staff

Problem Area No. 7

The analysis of the University's work force revealed a disproportionate concentration of minorities and women in the lower faculty, adminis-

trative, and professional ranks. A further analysis revealed that a disproportionate number of minorities and female employees in these classifications are non-tenured and paid with "soft monies". The continuation of these employees is dependent on the continuation of the grant or contract. The utilization of minorities and women in these classifications is now below parity. The instability of continued employment is a serious threat to utilization goals. The Table on page 131 of this plan will display the problem. The University is proposing programs to develop lateral movement of these employees.

Proposed Program:

As a part of a continuous Career Development Program, a high priority will be given to identifying and developing the professional skills of minority and female employees employed on "soft monies". Special developmental activities with releae time requested from the granting agency and fee waiver will be encouraged. Individual educational-skills assessment will be made with each employee. Requisite skills will be identified and related to one or more functions within the structure of the University. Position internships are proposed to allow these employees to spend reasonable time working with established University officials and professionals to develop recognized competence in these positions. When opportunity for lateral or up-ward mobility appointments occur, it is encouraged that these employees be given priority consideration. Employees in these groups with teaching competence are encouraged to seek part-time teaching assignments with the aim of entering the ladder-rank faculty.

H. The Native American Oklahoman

Problem Area No. 8

After the completion of the analysis of the University work force, the analysis of availability, and the attempt to set hiring goals and timetables, some significant problems emerged related to the utilization of American Indians. All University faculty, administrative officers, and most population statistics show the heaviest concentration of American Indians living in Oklahoma. The population relatedness to the state should be a factor of enticement for recruiting. There are thirty-five identifiable Indian tribes in the state and about 4% of the population of the state are American Indians compared with 1.5% of the national population.

Proposed Program:

The University of Oklahoma will revise the hiring goals to reflect the unique opportunity to train and hold the qualified American Indian professional in the state. Additionally, the University will develop a special Career Development Program to capture the interest and skills of the American Indian population.

I. Voluntary Minority and Women Recruiter Program and Community Orientation and Information

Problem Area No. 9

The Affirmative Action Program monitoring reports revealed that it is difficult to develop representative pools of minorities in the recruiting process. The reports also indicate some difficulty attracting qualified minorities to the staff when they are identified in the pool. The University will launch a program to attract minority applicants from the recruiting pools.

Proposed Program:

The recruitment of minorities and women will be enhanced by the use of successful minority and women alumni as volunteer recruiters. This will not only strengthen the candidate identification phase of recruitment, it will also communicate the institution's pride in the accomplishments of these individuals, a powerful indication of institutional commitment to Affirmative Action and to the concerns of minorities and women. These volunteer recruiters will be invited from the University's lists of visiting lecturers and successful alumni in the business, fine arts, and educational professions. They will be encouraged to participate in recruiting trips and to visit with prospective candidates visiting the campus.

Hiring experience at the University indicates a need for a formal community orientation element to be made a part of the hiring process. A major factor in a candidate's decision to move to the Norman/Oklahoma City area is his or her impression of the quality of life in the area as it relates to her or his racial group. The University will establish a pool of resource people and literature which can provide the candidate with information on housing, schools, shopping, churches, entertainment, cultural life, and community organizations. This resource pool will provide the visiting candidate with a formal orientation on these matters and any such other matters as the candidate may require.

J. Supervisor Training Seminars and Maintaining Sensitivity to EEO and AA

Problem Area No. 10

The Affirmative Action Program monitoring reports reveal a continued need to increase the holding power for minorities and women particularly in the EEO categories 04, 05, 06, and 07. The work force analysis demonstrates an unacceptable turnover rate in these categories. It is historically observed that the difficulty with holding minorities and women in the work force is often related to the working conditions and the sensitivity of managers and supervisors to the need for affirmative efforts to overcome underutilization. The University will launch a revised program for training unit managers and supervisors.

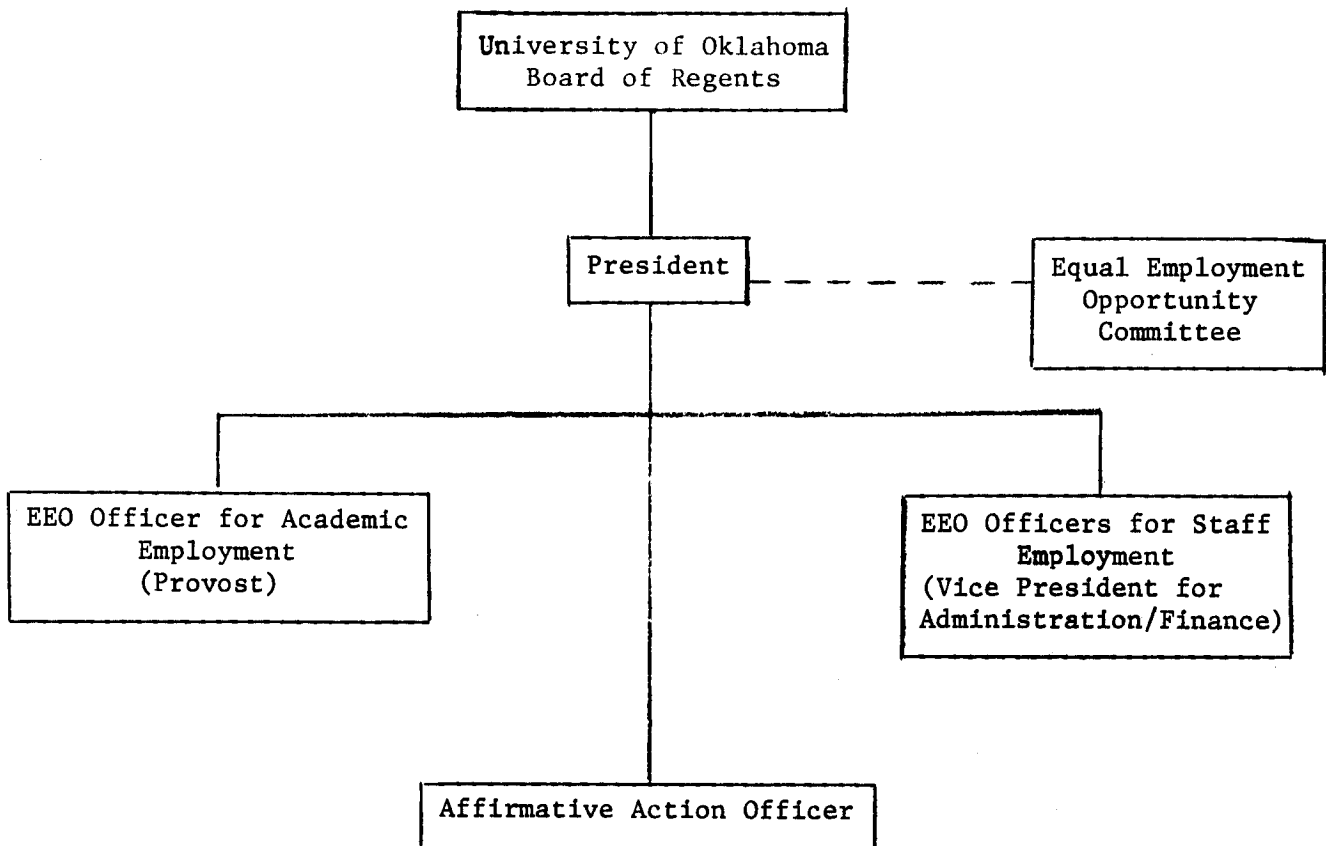
Proposed Program:

The University of Oklahoma will modify its Supervisory Training Seminars to place greater emphasis on the concepts which undergird Affirmative Action and the implementation practices. A special set of teaching and orientation strategies will be designed to develop in the managerial and supervisory staff positive and constructive attitudes toward AA and EEO and the University's commitment to these practices.

A. Institutional Structure For Implementation

The President of the University of Oklahoma bears ultimate responsibility for the implementation of the Affirmative Action Plan. Dr. Paul F. Sharp has delegated, as described below, specific responsibilities to the Affirmative Action Officer, two EEO Officers, and the Equal Employment Opportunity Committee.

The following organizational schema and narrative describe in detail areas of specific responsibility and accountability:



B. Implementation Responsibilities

Equal Employment Opportunity Committee (EEOC)

1. Monitor and evaluate adherence to equal employment opportunity and progress toward affirmative action goals.
2. Advise the President on means for the University to fulfill its EEO/AA goals and objectives.
3. Review University recruiting, referral, and hiring data regularly to determine what EEO/AA progress has taken place.
4. Identify EEO/AA deficiencies and lack of progress and recommend action for immediate remedy.
5. Recommend to the President on the update of EEO policies and Affirmative Action goals and objectives.

Shall be composed of the following voting members approved by the President:

- a) Affirmative Action Officer
- b) EEO Officer for Academic Employment (Provost)
- c) EEO Officer for Non-academic Employment (Vice President for Administration and Finance)
- d) Director of Personnel
- e) Coordinator for Black Student Affairs
- f) Coordinator for Indian Student Affairs
- g) Coordinator of Chicano Student Affairs
- h) Representative from Faculty Senate
- i) Representative from Deans' Council
- j) Representative from the University of Oklahoma Student Association
- k) Representative from Black Peoples Union
- l) Representative from Employee Executive Council
- m) Representative from Indian Students' Association
- n) Minority Recruiter from Personnel Service
- o) Three appointments at large to provide balanced representation of the University community by sex and racial origin
- p) Three community representatives - Urban League of Oklahoma City, State Indian Affairs Commission, and Oklahoma Employment Security Commission
- q) Representative from Chicano Student Association
- r) Representative from Association of Black Personnel
- s) Representative from American Indian Staff & Faculty Association

Affirmative Action Officer

1. Recommend policy statements, affirmative action programs, internal and external communication techniques.

2. Assist in the identification of problem areas.
3. Assist line management in arriving at solutions to problems.
4. Design and implement audit and reporting systems that will:
 - a) Measure effectiveness of the university's programs.
 - b) Indicate need for remedial action.
 - c) Determine the degree to which the university's goals and objectives have been attained.
5. Serve as liaison between the university and compliance agencies.
6. Serve as liaison between the university and minority organizations, women's organizations and community action groups concerned with employment opportunities of minorities and women.
7. Keep management informed of latest developments in the entire equal opportunity area.
8. Assist in the identification of problem areas and establishment of local and unit goals and objectives.
9. Maintain active involvement with local minority organizations, women's organizations, community action groups and community service programs.
10. Conduct periodic audits of training programs, hiring and promotion patterns to remove impediments to the attainment of goals and objectives.
11. Hold regular discussions with local managers, supervisors and employees to be certain the university's policies are being followed.
12. Conduct periodic audits to insure that each location is in compliance in areas such as:
 - a) Posters are properly displayed.
 - b) All facilities, including university housing, which the university maintains for the use and benefit of his employees, are in fact desegregated, both in policy and use. If the university provides facilities such as dormitories, locker rooms and rest rooms, they must be comparable for both sexes.
 - c) Minority and female employees are afforded a full opportunity and are encouraged to participate in all University sponsored educational, training, recreation, and social activities.
13. Insure that supervisors are made aware that the efforts and results of exercise of their responsibility will be a part of their performance evaluation.
14. Insure that supervisors are instructed of their responsibility to take actions to prevent harassment of employees placed through affirmative action efforts.

EEO Officer for Non-Academic Employment
Vice President for Administration and Finance

1. Provide policy direction for the AA Program in regard to staff employment.
2. Insure implementation of the AA Program and adherence to the University's Equal Opportunity Policy Statement, staff employment policies and affirmative action commitment.
3. Evaluate all staff hiring decisions in terms of their impact on the University's identified underutilization and resulting AA hiring goals.
4. Supply to the EEO Committee staff recruiting, referral and hiring data monthly; promotion data and summary affirmative action staff goals versus results semi-annually.
5. Provide primary interface with Campus-Wide Administrators and/or Vice-Presidents in developing, implementing and evaluating affirmative action goals, activities and timetables.
6. Work closely with the EEO Committee, Affirmative Action Officer and Personnel Services in monitoring progress toward affirmative action goals.
7. Serve as a member of the EEO Committee.
8. Serve as arbitrator for staff employment applicants (non-University personnel) who feel they have not been afforded equal access to University employment on the basis of race, creed, color, religion, national origin, sex or age.

EEO Officer for Academic Employment
Provost

1. Provide policy direction for the AA Program relating to faculty employment.
2. Insure implementation of the AA Program as it relates to faculty employment and adherence to the University's Equal Employment Policy Statement and AA commitment.
3. Evaluate all proposed faculty appointments in terms of their impact on the utilization of ethnic minorities and females with the respective departments and specific AA hiring goals established by the academic department.
4. Supply to the EEO Committee monthly data on faculty recruiting, interviewing and hiring, and a summary of AA goals compared to actual results.
5. Provide primary interface with Academic Deans in developing, implementing and evaluating affirmative action goals, activities and timetables.
6. Work closely with the EEO Committee and AA Officer in monitoring progress toward affirmative action goals and timetables.

7. Serve as member of the EEO Committee.
8. Serve as arbitrator for faculty employment applicants (non-University personnel) who feel they have not been afforded equal access to employment by reason of race, creed, color, religion, national origin, sex or age.
9. Supply to the EEO Committee annually, goals, activities and timetables which address any underutilization of ethnic minorities and females relative to academic employment. This information will be utilized in up-dating the AA Plan.

C. University Employment Procedures

Faculty and Selected Administrative Positions

Policy Statement for Search Committees

The University of Oklahoma has established a standard procedure to guide the process for selecting faculty, non-faculty professionals, administrative officers, and executive officers. The university has published a procedural document to cover record-keeping on (1) the announcement of a vacancy, (2) the names of those responsible for the search, (3) the initial meeting with the Affirmative Action Office, (4) the advertisement of the position, (5) the make-up of the initial applicant pool, (6) the initial screening process, (7) the make-up of the qualified applicant pool, (8) the declaration of the representativeness of the qualified applicant pool, (9) the screening process, (10) the make-up of the qualified applicant pool, and (11) the recommendation for appointment.

This policy statement should accompany the document "Affirmative Action Monitoring and Reporting Requirements for Each Faculty and Administrative Officer Appointment" and will serve as a definitional base for the above named document. This policy statement and the accompanying document will be passed out at the initial meeting with the official or group responsible for the search.

In step number 4, the following definitions will apply:

The JOB DESCRIPTION should be as specific as possible. The description should lay out the knowledge and skills absolutely necessary to do the job. All job requirements must be job related. The burden of proof of job relatedness must rest with the appointing officer. Vague descriptions of personality traits, experience, social skills, and attitudes are usually difficult to prove to be job related. Age, sex, race, color, creed, or national origin cannot be used as being job related. The job description is the only device to be used in screening applicants.

Equal Employment Opportunity regulations direct that the "traditional" means of ADVERTISING are not sufficient. Therefore, one should advertise in media likely to attract the attention of minority and female applicants.

In reference to step number 6, only the requirements in the job description may be used for this first screening activity. No judgments are to be made at this time about the quality of knowledge, skills, experience, etc. as required in the job description; only the presence or absence of job related requirements is to be examined.

Once the initial screening process is concluded, one will have established the qualified applicant pool (step number 7). All persons on this list should be qualified to do the job according to the job description.

Once the qualified applicant pool is established, it should be tested for its representativeness. The following definition applies for step number 8:

The applicant pool is representative only if it contains a ratio of minorities and women that might reasonably be expected from the ratio of minorities and women in the labor market for the particular kind of position to be filled. If the race and sex identifications are not known for the applicants, the appointing officer should put forth the best possible effort to get that information in order to test the representativeness of the qualified applicant pool before proceeding with the screening process.

In reference to step number 9, again, only those qualities that appear as being required in the job description may be used for this screening. However, this screen is of only qualified applicants. At this time, objective judgments should be made as to the quality of knowledge, skills, experience, etc. as required in the job description.

It is assumed that any college, department, or organizational unit of the institution would have done an analysis of its present work force. That is, it should be known if the current work force of the hiring unit is representative with minority and female employees. If the current work force is underutilized with minorities and women, than an affirmative effort should be made to search the qualified applicant pool for an appointment that will improve underutilization.

If the processes above are carefully followed and if objective judgments have been made, the appointment should result in placing the best qualified person available for the job. Likewise, if Affirmative Action is utilized to guarantee Equal Employment Opportunity and to correct any deficiencies caused by the lack of Equal Employment Opportunity in the past, minorities and women should be found at every level of employment in the University.

Affirmative Action Monitoring and Reporting Requirements for Each Faculty and Administrative Officer Appointment

1. Vacancy. At the time a vacancy is declared, it should be filed with the Affirmative Action Office.
2. Search Committee. When the official or group responsible for the search is named, the Affirmative Action Office should receive a list of the name(s).

3. Initial Meeting. The responsible official or group should initiate a meeting with the Affirmative Action Office to review the requirements of the university's Affirmative Action Plan, Equal Employment Opportunity guidelines, and institutional reporting procedures.
4. Advertisement. The Affirmative Action Office should receive a copy of the position description; a text of all advertisements specifying where the ads were placed; a list of any interest groups contacted, graduate schools or other institutions contacted, and a description of any other efforts to create an applicant pool.
5. Initial Applicant Pool. When the receipt of applications is closed, the responsible official or group should report the number and ethnic/sex breakdown of the applicants.
6. Initial Screening Process. The responsible official or group should send the Affirmative Action Office a detailed outline of the process used to screen out those applications determined unqualified for the position. It should be noted that only those qualities expressed as "required" in the job description may be used to determine that a person is unqualified.
7. Qualified Applicant Pool. The statement in step number 6 should be accompanied by a report indicating the number and ethnic/sex makeup of the remaining applicants, who form the qualified applicant pool.
8. Representativeness of Qualified Applicant Pool. Before the screening process continues beyond step number 6, the responsible official or group should send the Affirmative Action Office a statement as to whether the qualified applicant pool was judged to be representative or if the search is to be extended.
9. Screening Process. The responsible official or group should send the Affirmative Action Office a statement outlining the process to be used in the screening of the qualified applicant pool.
10. Screened Applicant Pool. When the screening process is completed, the responsible official or group should report to the AAO the number and ethnic/sex makeup of the persons to be invited for lectures and/or interviews, who form the screened applicant pool. This report should be accompanied by a statement that the screening process was adequate and that affirmative efforts were made to include women and ethnic minorities in the screened applicant pool.
11. Recommendation for Appointment. Before the recommendation(s) for appointment are made, the responsible official or group should report to the AAO the ethnic/sex identification of the selected person(s), and the following question(s) should be answered.

- a. Will this appointment improve the utilization of women and/or minorities in the university?
- b. If the answer to the above is no, what were the specific reasons a decision was not made that would have improved utilization in the university?

No recommendation for appointment may be forwarded for approval until the above process is completed.

Staff

The information in this section pertains to employment policies for administrative officers, administrative staff, managerial staff, supervisory staff, professional staff, service and operations staff, and classified staff. Collectively this group of employees is referred to as staff employees.

Hiring New Staff Employees

The University's Staffing Plan is designed jointly (1) to provide a policy assuring maximum utilization of available manpower resources and (2) to reaffirm the University's policy that all appointments, promotions, and transfers will be conducted on the basis of individual qualifications and merit without regard to race, creed, color, national origin, sex, or age.

All budget units are to list vacancies in staff employee positions with the Personnel Services Office. Such listings are not required insofar as academic positions are concerned. Recommendations for appointments, re-appointments, promotions, and transfers will not be approved until candidates for such actions have been processed by Personnel Services. This policy is expected to give (1) departments an opportunity to make selections from the total of candidates available through Personnel Services, (2) applicants total access to the employment opportunities of the campus, and (3) present employees first opportunity for promotions.

Listing Vacancies

When staff employee vacancies occur, it is the pertinent budget officer's responsibility to contact Personnel Services for assistance in filling the position. Personnel Services will coordinate recruitment, conduct screening procedures, and refer qualified candidates for consideration. Departments may make the final selection from those candidates processed by Personnel Services.

Personnel Services will need to know the following information about each vacancy:

- (1) Name of department or budget unit.
- (2) Budget account number(s) from which payments will be made.
- (3) Budget position number.
- (4) Name and salary of person being replaced when applicable.

- (5) Title of position as it appears in the budget.
- (6) Status of position. (Example: 100% FTE, 50% FTE, student, etc.)
- (7) Date employment is to begin.
- (8) Special requirements or conditions of work.
- (9) Name, office address, and telephone number of person who will conduct employment interviews.

Employing departments are expected to assist in the recruitment of applicants. An individual contacting a department directly should be sent to Personnel Services for processing before the department extends an offer of employment. Recommendations for appointments, reappointments, promotions, and transfers will not be approved until candidates for such actions have been processed by Personnel Services and until the vacancy has been listed with the Personnel Services for one week or that office has referred at least three persons as qualified candidates for the vacancy.

Publication of Vacancies

Personnel Services will publicize staff employee vacancies in order that eligible employees may be informed of promotional opportunities. Vacancies will be made known by any or all the following:

- (1) Advertising in local newspapers and/or other appropriate media.
- (2) Posting vacancies and qualification requirements in Personnel Services.
- (3) Printing and distributing vacancy lists.

Employment Referrals and Selection

Present employees will be given preference for promotion referrals. Personnel Services will send a Personnel Referral Form (PO 101) and a copy of the application with each candidate referred for employment consideration. Employers should interview all candidates referred by Personnel Services, make their selection from those referred, and notify Personnel Services of their decisions as follows:

- (1) If the decision is not to hire, (a) complete the lower portion of Personnel Referral Form (PO 101), (b) return the yellow copy of the form to Personnel Services along with the copy of the application, and (c) retain the blue copy of the referral form for departmental information. General rejection justification, i.e., "not qualified," "under qualified," or "hired a better qualified person," will not be acceptable without narrative of further explanatory specifics. (These records are important in meeting Equal Employment Opportunity report requirements under Executive Order 11246.)
- (2) If the decision is to hire, (a) prepare the appropriate personnel action form (i.e., Appointment Form for new hires and reappointments and Change of Status Form for transfers and/or promotions), (b) complete the lower portion of Personnel Referral Form (PO 101)

and forward with the appropriate personnel action form to Personnel Services, (c) call the Personnel Services interviewer (5-1826) and notify of the commitment action, (d) retain the blue copy of the referral form and the copy of the candidate's application for departmental information, and (e) send the candidate to the Payroll Office, Room 253, Nuclear Engineering Laboratory Building, to complete pre-employment papers.

When employment is to be for less than 30 consecutive days, the Special Payment Form should be used instead of other personnel action forms.

Referrals to employing departments will be made without regard to a candidate's race, creed, color, national origin, religion, age, or sex unless either age or sex represents a bona fide occupational qualification.

Promotion and Transfers

When positions are upgraded to a higher level, the employees occupying such positions are to be given preference for filling them over other eligible candidates.

Employees promoted to higher level positions may be given a salary increased in keeping with the University's compensation plan for such personnel.

Salary increases will not be approved for employees transferring from one position to another at the same or lower level. A decrease in salary may be appropriate when employees accept transfers to lower level positions. Decreases should be discussed with the Director of Personnel Services prior to departmental action.

An employee wishing to be considered for promotion and/or transfer may register his/her interest with Personnel Services by arranging for an interview and taking steps necessary to update his/her application or personnel file. Personnel Services will make referrals for promotion when vacancies exist for which the employee is qualified. Transfer referrals may also be made when the change serves the mutual interests of the employee and the University. Generally, however, lateral transfers are discouraged. Responsibility for initiating a change of status to effect a transfer rests with the gaining department; however, all affected department chairpersons/account sponsors will sign the form.

Employees with less than six months' service in the position to which last appointed will normally not be approved for promotion or transfer.

Departments accepting employees by transfer will be notified of the employees' accumulated sick leave and vacation benefits, responsibility for which passes to the receiving department via the Personnel Referral Form (PO 101).

The effective dates of transfers will normally not be sooner than 10 work days following notification to departments from which employees are transferring.

Testing

Federal regulations require that employee testing be validated to show a correlation between performance on the test and performance on the job. No employment testing may be used which has not been validated. Validation of employment tests will be coordinated with Personnel Services and are not to be used until approved by that office.

D. Record Keeping Procedures

The University of Oklahoma Affirmative Action Office has the delegated responsibility for coordination of the records of Affirmative Action and Equal Employment Opportunity administration. The Affirmative Action Office, as a functional part of the President's Office, maintains the official file for the University on policy related to EEO and AA administration, the updated official analysis of the work force, the availability and utilization analyses, the hiring goals and timetables, and records of implementation of action oriented programs.

In addition to record keeping for compliance purposes, the AA Office maintains internal records for monitoring purposes. Such records include: a file of applicant-flow data for all staff personnel actions, a position file for each faculty and administrative officer appointment, a complete record on the activities of each search committee, and a record of each appointment with the relatedness of that appointment to University hiring goals and the progress in overcoming underutilization.

Other operational units--the Office of the Provost for faculty hiring activities and the Office of Personnel Services under the Office of the Vice President for Administration and Finance for staff hiring activities--maintain separate record files relative to record keeping. However, it is the responsibility of the Affirmative Action Office to coordinate such record keeping for EEO and AA administration.

Appropriate record keeping for Affirmative Action administration and reporting has been a continuing problem in the University. It should be noted that one of the action oriented programs proposed in the plan is the creation of a central data base for record keeping and reporting. It is expected that the facilities for the improvement of this process will be accomplished within this year. When this is done, the records system will be improved and reporting will be less costly and more accurate.

Another continuing problem with the development of an appropriate records system is the continually changing regulations for records and reports imposed by the Department of Health, Education, and Welfare. It is a costly process in an institution the size of the University of Oklahoma to constantly restructure a data base. It is anticipated that the regulatory requirements are becoming stable, and the University is prepared to proceed with the development of a data base that will provide the capability for instant retrieval of information for administrative and reporting purposes.

It is the intent of the plan to provide a records system capable of responding to any and all requirements for Affirmative Action and Equal Employment Opportunity administration.

E. Program Reporting

Internal Reporting

The University of Oklahoma has developed a system for internal reporting of the process and progress of the administration of the Affirmative Action Program. The objectives of the system design are: (1) to report the records from monitoring of referrals, placements, transfers, promotions, and terminations, (2) to report the progress of budget units toward the achievement of unit hiring goals, (3) to distribute and to review report results with unit managers, (4) to provide regular reports to the two EEO officers and the President on the progress of AA Program administration, (5) to make recommendations to the President for program improvements.

The Affirmative Action Office working with the Equal Employment Opportunity Committee has the responsibility for development and monitoring of the reporting system. The specific details of the five-part system will follow.

Monitoring of Referrals, Placements, Transfers, Promotions, and Terminations:

All non-faculty personnel actions are administered by the Office of Personnel Services. The Office of Personnel Services provides the Affirmative Action Office and the Equal Employment Opportunity Committee with a monthly report of the applicant flow data for all appointments made in that month. A careful analysis is made from these reports. The reports are reviewed to measure the progress toward hiring goals for the total University. Each budget unit's activities are reviewed to measure progress toward unit goals. The analyses are shared with unit managers and any particular problems are cited.

The applicant data flow information will also allow the monitoring of all transfers, promotions, and terminations. The system will allow for instant examination of gains and losses of women and minority employees in the work force.

All faculty and administrative officer appointments are monitored by the Affirmative Action Office. The University approved a standard procedure to guide all such appointments and a process by which appointment activities will be monitored and reported. The procedure requires specific reporting on the adequacy of the position description, the breadth of the advertisement, the process for quality screening of the qualified applicant pool, and finally, an examination of the final appointment for progress toward improving underutilization. Each of these steps in the appointment process is reported, and the entire process may be delayed or repeated if any step is found to be inadequate. These reports are shared with academic units and a composite report is prepared for the President semi-annually. The composite report becomes the basis for comparison with succeeding years to measure growth toward ultimate goals.

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It should be noted that a distinction is drawn between what represents technical compliance and what represents results from Affirmative Action efforts. Units are aware of the enhancement of quality education by a representative faculty and academic administration.

The setting of hiring goals and timetables is a shared activity with the EEO Committee, EEO Officers, the AA Office, and budget and academic units. It is felt that the goals may be more realistic if the setting of these goals is shared by the operating units. The goal then truly becomes a unit goal that will contribute to overcoming University underutilization.

Report of Progress Toward Unit Goals:

The analysis of the University work force is further detailed for internal reporting. Each budget unit is given an analysis of that unit and the relation to the University analysis. Area managers or directors are given the analysis of all budget units under that Vice President's administration. The President is given the collection of individual budget unit analyses for the University.

When unit goals are apparently behind schedule or problems appear to exist in any phase of the recruiting and hiring activity, the Affirmative Action Officer, a sub-committee of the EEO Committee, and the appropriate EEO Officer will confer with the unit manager to resolve any difficulties or to document the fact that the difficulties are unresolvable.

Distribution and Review of Report Basis:

The Affirmative Action Plan provides for a continuous review of report results. As these reports are developed, the results are distributed and reviewed with unit managers. These reports will provide the bases for the text of examining seminars that will be conducted annually. These seminars will measure the process against results. The action oriented programs will be revised and new programs developed to resolve any process problems that may effect results.

Reports to Chief Administrative Officers:

The Affirmative Action Office working with the EEO Committee will prepare semi-annual reports for the EEO Officers and the President. These reports are designed to alert the responsible administrators to the progress of AAP administration and to cite any procedural problems that may retard results. These reports are usually reviewed by the Affirmative Action Officer with the staffs in each Vice Presidential area. As cited in the administrative statement in the preface to the plan, the President will assume the ultimate administrative responsibility for effective AAP administration, but it is clearly understood that the first line responsibility will rest with unit managers. The internal reporting procedures are designed to keep every level of responsibility fully informed of the progress of Affirmative Action and Equal Employment Opportunity administration.

Recommendations to the President for Program Improvements:

It is the joint responsibility of the EEO Committee and the Affirmative Action Officer to develop recommendations for program improvements. The Affirmative Action Officer serves on the President's staff and maintains daily contact with that office on administrative matters.

When problem areas are cited, the AA Officer confers with the EEO Committee to discuss possible resolutions and develop recommendations for program revisions. In some instances, recommendations for university-wide policy must be developed. In such cases, the AA Officer and the EEO Committee Chair will work together to negotiate such policy through the administrative channels. The publication of policy revision and/or new policy is made by the President.

External Reporting

It is the delegated responsibility of the Affirmative Action Office to coordinate the development of all external reports. Such reports include: the annual up-date of the Affirmative Action Plan, the EEO-6 Report, reports to the State System for Higher Education, Title VI Compliance Program, and all other reports upon request.

In addition to the Official Reports, the Affirmative Action Office and the EEO Committee regularly prepare summary reports for public distribution. Such reports are shared and reviewed with ethnic groups and organizations, women's organizations, community agencies, and individuals. The summary reports are available for public inspection under supervision of the Affirmative Action Officer. Any deficiencies cited and recommendations for improvement are shared with the EEO Committee for consideration of plan or process revisions.

President Sharp recommended approval of the plan as presented. Regent Brett moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

C. Academic (Norman Campus)

I. Personnel Actions

LEAVES OF ABSENCE:

Rudolph C. Bambas, Professor of English, sabbatical leave of absence with full pay, September 1, 1976 through January 15, 1977. To complete work on a book.

Floyd O. Calvert, Associate Professor of Architecture and of Aerospace, Mechanical and Nuclear Engineering, sabbatical leave of absence with full pay, September 1, 1976 through January 15, 1977. To work on a textbook, to study the National Bureau of Standards Loads Determination Program and to review instructional and research programs at two institutions which relate to environmental control and to energy resources and utilization.

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Trent E. Gabert, Associate Professor of Health, Physical Education and Recreation, sabbatical leave of absence with half pay, September 1, 1976 through May 31, 1977. To teach at Pennsylvania State University, to do research and study related to the psychology of sport, to do research and study in the Perceptual Motor Performance Laboratory at Pennsylvania State University, and to do study related to statistical treatment of ordinal data in psychology of sport.

David R. Morgan, Associate Professor of Political Science and Associate Director of the Bureau of Government Research, sabbatical leave of absence with full pay, January 1, 1977 through June 30, 1977. To write a book.

Dennis Shay, Assistant Professor of Physics, sabbatical leave of absence with half pay, September 1, 1976 through May 31, 1977. To work at the International Centre for Theoretical Physics in Trieste, Italy.

H. Wayland Cummings, Assistant Professor of Speech Communication, sabbatical leave of absence with full pay, September 1, 1976 through January 15, 1977. To complete a textbook and prepare the second edition of a computer program manual.

Mary Jo Nye, Assistant Professor of History of Science, leave of absence without pay, January 16, 1977 through May 31, 1977. To continue studies of Modern French Science.

APPOINTMENT:

Winfred George Steglich, Ph.D., Professor of Sociology with tenure, \$30,000 for 12 months, July 1, 1976. Also appointed Chair, Department of Sociology, for a four-year period effective July 1, 1976. 1976-77 Budget.

CHANGES:

Jeannie L. Garrison, title changed from Acting Assistant Professor to Assistant Professor of Social Work, salary rate increased from \$15,500 to \$16,000 for 9 months, February 1, 1976 through May 31, 1976. Funds available from budget, page 157, position 15 and page 143, position 12.

Dan L. Wheat, title changed from Assistant Professor to Acting Assistant Professor of Civil Engineering and Environmental Science, January 16, 1976 through May 31, 1976.

William H. Maehl, Professor of History; appointed Dean of the College of Liberal Studies, \$30,000 for 12 months, effective July 1, 1976.

Clifford T. Stephens, Senior Course Moderator, FAA Management Training School; given additional title of Adjunct Instructor in Political Science, without additional remuneration, November 1, 1975.

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RESIGNATIONS:

Nicholas Baloff, Dean, College of Business Administration and Professor of Business Administration, June 4, 1976.

James H. Christensen, Associate Professor of Chemical Engineering and Material Science, June 1, 1976.

Lacy McLarry, Associate Professor of Music, June 1, 1976.

Titus Bender, Clinical Assistant Professor of Social Work, June 1, 1976. Grant ends May 31, 1976.

President Sharp recommended approval of the personnel actions listed above.

Regent Replogle moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The chair declared the motion carried unanimously.

President Sharp reported the death of Dollie Smith Ward, Associate Professor Emeritus of Music, on March 8, 1976.

D. Finance and Management

I. Non-Academic Personnel

a. Educational and General, Agency Special, Service Units

LEAVES OF ABSENCE:

Lawrence Dean Fisher, Program Development Specialist, Professional Development Administration, leave of absence without pay, March 1, 1976 through June 30, 1976. To complete dissertation.

Camille A. Pinion, Chief X-Ray Technologist, Goddard Health Center, leave of absence without pay, February 1, 1976 through June 30, 1976.

APPOINTMENTS:

Alice Diane Mathewson, General duty Nurse, Goddard Health Center, rate of \$10,200 for 12 months, February 5, 1976. Professional Staff. Budget, page 430, position 32.

Judy H. Stone, Programmer/Analyst, Administrative Systems, rate of \$12,300 for 12 months, February 9, 1976. Budget, Page 18, position 2.

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Laura Sue Summers, Medical Technologist, Goddard Health Center, rate of \$10,200 for 12 months, February 5, 1976. Budget, page 430, position 29.

Luther Wilson, Jr., Editor, University of Oklahoma Press, rate of \$15,000 for 12 months, March 1, 1976. Professional Staff. Funds available from 127-591.

CHANGES:

Betty Lou Adams, title changed from X-Ray and Laboratory Technologist to Acting Chief X-Ray Technologist, Goddard Health Center, salary rate increased from \$10,192 to \$10,400 for 12 months, January 31, 1976. Professional Staff. Funds available from 179-107.

Arthur McClain Adkins, title changed from Acting Business Manager to Business Manager, University of Oklahoma Press, salary rate increased from \$11,300 to \$15,000 for 12 months, February 1, 1976. Administrative Staff. Funds available from 179-104 and 147-309.

Mickey Edward Argo, title changed from Senior Systems Analyst, Trainee, to Senior Systems Analyst, University Computing Services, salary rate increased from \$14,600 to \$15,200 for 12 months, March 1, 1976. Professional Staff. Budget, page 263, position 27.

Barbara Elizabeth Cousins, title changed from Assistant Director to Director of Admissions, Office of Admissions and Records, salary increased from \$11,000 to \$17,000 for 12 months, February 1, 1976. Administrative Staff. Budget, page 21, position 3.

Harold Elmer Douglas, Procedures Analyst, Administrative Systems, salary rate changed from \$10,300 for 12 months, full-time, to \$5,150 for 12 months, ½ time, February 1, 1976. Funds available from 127-020.

Jack E. Griffin, title changed from Assistant Director to Senior Buyer, Office of Purchasing, March 1, 1976. Changed from Administrative Staff to Professional Staff.

Racheal H. Keely, title changed from Director of Student Data Services to Director of Academic Records, Office of Admissions and Records, February 1, 1976. Administrative Staff.

Virginia Gretchen Lowsley, title changed from Assistant Director of Admissions to Data Control Supervisor, Office of Admissions and Records, February 1, 1976. Administrative Staff.

Luetta V. Lynn, title changed from Director, Sooner City Nursery, to Project Specialist, Office of Financial Aids, salary changed from \$10,780 to \$8,400 for 12 months, January 19, 1976. Changed from Administrative Staff to Professional Staff. Paid from 151-902.

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Floyd A. Teter, title changed from Director of Admissions to Director of Registration, salary rate changed from \$18,000 to \$18,600 for 12 months, February 1, 1976. Administrative Staff. Budget, page 21, position 2.

Robert D. Van Auken, title changed from Associate Director of Student Programs and Career Development to Director of Student Programs, College of Business Administration, salary rate increased from \$12,500 to \$16,000 for 12 months, January 1, 1976. Funds for increase transferred from 127-213C.

RESIGNATIONS:

Don Spears Hale, Program Development Specialist, Health Care Facilities Operations, February 18, 1976.

Wendell F. Mosley, Assistant Football Coach, Athletic Department, February 1, 1976.

President Sharp recommended approval of the personnel actions listed above.

Regent Brett moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

President Sharp reported the death of William J. Cross, Treasurer, Intercollegiate Athletics (retired), on February 27, 1976.

b. Grants and Contracts

(All of the following are subject to the availability of funds)

APPOINTMENT:

Howard Evans VanAuken, Project Specialist, Center for Economic and Management Research, rate of \$10,800 for 12 months, January 1, 1976 through December 31, 1976. Professional. Paid from 156-719.

CHANGES:

Nicholas J. Chelenza, Course Moderator, FAA Management Training School, salary rate increased from \$12,500 to \$13,000 for 12 months, March 1, 1976 through June 30, 1976. Paid from 157-210.

Mark A. Rainer, Jr., title changed from Senior Course Moderator to Supervisor of Instruction, FAA Management Training School, salary rate increased from \$15,500 to \$16,500 for 12 months, February 14, 1976 through June 30, 1976. Retains title of Adjunct Instructor in Political Science. Paid from 157-210.

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RESIGNATION:

Edward E. Smith, Supervisor of Instruction, FAA Management Training School,
and Adjunct Assistant Professor of Political Science, March 9, 1976

* * * * *

156-719 Center for Economic and Management Research
157-210 FAA Management Training School

President Sharp recommended approval of the personnel actions listed
above.

Regent Brett moved approval of the recommendation. The following
voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey,
Bell, and Replogle. The Chair declared the motion carried unanimously.

VI. Purchases

a. Furniture for Law Center

Bids have been received by the Purchasing Office for 61 line items
of furniture and equipment for installation in the new Law Center. The cost
of the purchase will be charged to the Law Center account 262-001. Included
in this bid are six line items for the Tulsa Medical College library which
have been combined in Group V with the College of Law requirements. The Law
Center account will be reimbursed by the Tulsa Medical College for these items.

A total of 37 bids were mailed. Sixteen bids were received.

A tabulation of the bids was distributed to each Regent. The following
comments are pertinent:

Group II - The Purchasing Office is still in the process of evaluating
the two low bids where alternates were bid and a recommendation is not ready at
this time. The award, however, will be less than \$15,000.

Group V - The low alternate bid submitted by Library Bureau, Sperry-
Rand does not meet specifications in that the furniture bid has metal braces in
lieu of wood stretchers and therefore is not acceptable. The second low bid
by E & I Cooperative cannot be accepted because their bid was qualified with an
"all or none" bid on Groups III, IV, and V, and they are not low bidder on the
other groups.

Group VI - The low bid by Dan P. Scott & Sons and the 2nd low bid by
Fenton Office Supply do not meet specifications for Nemschoff Seating because
this manufacturer does not supply a ganging seat system or steel support members.
The third lowest bid by Oklahoma Electrical Supply for Worden Nordika does not
meet specifications for a ganging seat system. The structure and construction
of the Vecta Seating will take the heavy use of the Student Lounge and Law Library

with little maintenance. The Vecta system has a high impact plastic base which resists staining and scuffing. The Nemschoff seating has a painted wooden base and will need maintenance. The Vecta seat features tucked upholstery seams while the Nemschoff seat does not. The Vecta base allows the unit to be fastened to the floor (the only seat to do so). In the Vecta frame, all wood joints are reinforced with steel brackets and the runners and back frame are steel bars, while the Nemschoff frame is largely plywood. Considering the proposed use of the seating in the Student Lounge, and other heavy use areas, the cost difference of \$5,503.00 for 138 lounge seating units for the higher quality of Vecta is the best alternative for the University. The fourth low bid by Dan P. Scott was incomplete in that it did not include the base which is required.

Group VII - Bids were requested by line item and no bids were received on Items 34 through 38. The low bid on Item 39 from Cole Furniture and Equipment does not meet specifications in that the bid does not include installation.

Group VIII - Bids were requested by line item. No acceptable bids were received on Items 40, 45, 46, and 56, and no bids were received on Item 47. The bids on Items 50 through 54 and 59 require further evaluation. The low bid on Item 41, a nine-drawer microfilm storage cabinet does not meet specifications in that the unit bid only has 8 drawers.

President Sharp recommended that the awards be made as follows:

Oklahoma Office Products

Group I	\$32,267.70	
Group IV	<u>22,749.01</u>	\$ 55,116.71

Bennett Printing Company

Group III		\$ 28,006.50
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Oklahoma Electrical Supply Co.

Group V		\$ 57,341.00
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Dan P. Scott & Sons, Inc.

Group VI		\$ 25,458.00
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E & I Cooperative, Inc.

Item #39 (Group VII)		\$ 1,140.45
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Group VIII

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Gaylord Bros. - Items 41 through 49	\$ 4,220.00	
Thompson Book & Supply - Item 55	88.50	
Acme Visible Records - Items 57 & 58	<u>4,940.70</u>	\$ 9,249.20

Scott-Rice Company

Group IX		<u>\$ 7,802.40</u>
		<u>\$184,114.26</u>

Regent Bell moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

b. Ramalog Laser Raman Spectrometer System

Bids have been received for 15 line items of instrumentation which comprise a Laser Spectrometer System for use by the Department of Chemistry. The cost of this purchase will be charged to Account 127 221.

Bids were mailed to the four suppliers who were the only known possible United States manufacturers for this highly specialized system:

Interactive Technology
Los Gatos, California

Noncon Instruments
Norwalk, Connecticut

Sadtler Research Labs.
Philadelphia, Pennsylvania

Spex Industries
Metiechen, New Jersey

Spex Industries was the only vendor to submit a bid. The basic specifications in the bid were based on a Spex design. The bid price of \$44,562 was in accordance with the estimated cost for this system, and therefore, is considered to be a fair and reasonable bid. The Department of Chemistry is in agreement that the bid can be awarded to Spex Industries.

President Sharp recommended that the award of this bid be made to Spex Industries as the only bidder who can meet the specifications required for this Laser Spectrometer System.

Regent Bell moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

c. Library Materials Theft Detection System

Bids have been received for a Library Materials Theft Detection System consisting of the following system components:

Book Detection Unit	(2 each)
Book Check Unit	(4 each)
Exit Gate	(2 each)
Entrance Gate	(2 each)
Detection Strips	(450,000 each)

The system will be used by Bizzell Memorial Library and will be charged to Account 163 013.

Bids were solicited from six firms that were believed capable of meeting the specifications of the bid. Bids were received from five of these firms with one firm. Sensormatic Electronics Corporation, not submitting a bid. The bid summary and breakdown is as follows:

<u>Company</u>	<u>System Bid</u>	<u>System Amount</u>	<u>Detection Strips</u>	<u>Total</u>
Knogo Corporation Hicksville, New York	Knogomatic	\$17,000	\$31,500	\$48,500
Gaylord Bros., Inc. Syracuse, New York	Gaylord/Magnovox	\$15,525	\$39,250	\$53,775
Library Bureau Herkimer, New York	Book Mark	\$13,359	\$40,500	\$53,859
Checkpoint Systems, Inc. Barrington, New York	Checkpoint Mark II	\$ 8,950	\$47,700	\$56,650
3M Company St. Paul, Minnesota	Spartan (alternate)	\$17,730	\$45,000	\$62,730
3M Company St. Paul, Minnesota	Tattle-Tape	\$23,450	\$45,000	\$68,450

The specifications submitted by the above bidders varied widely from the specifications called for in the invitation to bid. This had the affect of disqualifying many of the bidders in that their bids did not meet the specifications cited. An evaluation of the deficiencies of the specifications submitted by the above bidders has been made by Dr. Zink and his evaluation is presented below.

The general specifications for the Library Materials Theft Detection System as cited in the bid solicitation are as follows:

1. Full circulating, or by-pass, capability.
2. Concealable detection device in book.
3. Detection device in book to be activated electronically.
4. Underwriters Laboratory approved.
5. Successful installation of at least five systems.

In addition to the above general system specifications, detail specifications were cited in the solicitation for the following system components:

1. Book detection unit.
2. Book check unit.
3. Exit/Entrance gates.
4. Detection strips.

There were also specifications relating to the installation and maintenance of the system, and the warranty associated with the system.

Below is a bidder by bidder summary of those instances where the bid did not meet the specifications cited above:

Knogo Corporation, Bidding Knogomatic System (\$48,500). Although Knogo was the low bidder, they failed to provide any information describing their system in order to allow their bid to be evaluated in accordance with the specifications. The bid merely listed five institutions where Knogo systems were installed, and provided prices for the system and detection strips. As a result of this lack of information, there is no possible way that the Knogo Corporation bid can be evaluated and, accordingly, it must be disregarded.

Gaylord Brothers, Inc., Bidding Gaylord/Magnavox Security System (\$53,775). The system proposed by Gaylord did not meet the specifications with regard to providing a concealable detection device in the book. For obvious reasons, a concealable detection device is required in order to prevent students from removing the device from the book. In addition, Gaylord did not provide information with respect to the Underwriters Laboratory approval, and the successful installation of five systems. Further, Gaylord did not provide information on their Exit and Entrance Gates. Accordingly, the Gaylord bid does not meet the specifications in one major instance, and in three other instances does not provide information to evaluate the bid for other parts of the specification. Therefore, the Gaylord bid must be disregarded.

Library Bureau, Bidding Book Mark System (\$53,859). Analysis of the Library Bureau bid indicated that no information was provided on the detection strips. Accordingly, these could not be evaluated against the specification requirements. Further, with respect to the Exit/Entrance Gate specification the use of a shear pin was not recommended by Library Bureau. This shear pin is absolutely essential to allow for emergency exit from the library in compliance with fire and safety regulations. The list of installations included with the bid did not indicate any institutions of a comparable size with the University of Oklahoma. Accordingly, it is determined that this system has not been successfully tested on the scale which the University of Oklahoma would require. In view of this, and the lack of information cited above, it is recommended that the Library Bureau bid be disregarded.

Checkpoint Systems, Inc., Bidding Mark II System (\$56,650). The Checkpoint Mark II System did not meet the requirement for a concealable detection device. In addition, it did not meet the requirement that the detection device in the book be activated electronically. Further, there was no indication as to whether or not the system had been approved by Underswriters Laboratory. In view of this, the Checkpoint System does not meet specifications, and accordingly, should be disregarded.

Minnesota Mining & Manufacturing Co., Bidding Spartan (alternate bid \$62,730). This 3M alternate bid for a Spartan Book Detection System is not a recommended system as it is an adaptation of a larger system for use in high school libraries, and is not recommended for large college and university libraries. Accordingly, it is recommended that this bid be disregarded.

Minnesota Mining & Manufacturing Co., Bidding Tattle-Tape System (\$68,450). The 3M Tattle-Tape System meets the specifications requested in all respects. Its reliability has been demonstrated in a number of large university libraries. A list of successful installations can be provided.

In view of the above, the only acceptable bid which will meet the needs of the Library at the University of Oklahoma, is the Minnesota Mining & Manufacturing Company Tattle-Tape System at a total price of \$68,450.

While this system is the most costly of the systems offered, it is the only system which will provide the most security with the most convenience for the University. The annual loss of books from our library ranges between \$30,000 to \$50,000 a year. Based upon the expected effectiveness that we should achieve with this system, our estimated payback period for the system as a result of its installation should be a minimum of two years and a maximum of three years, which is well within a reasonable payback period for this type of system.

One objection that has been raised by competitors with respect to the Tattle-Tape System is the possibility of false alarms. However, the frequency of false alarms can be cut to an insignificant number by adopting the system to the local environment. Dr. Zink has talked with a number of administrators in academic libraries where Tattle-Tape units are installed, including Wichita State University, Southern Illinois University at Carbondale, Southern Methodist University, the University of Utah and the University of Texas at Arlington. Those persons have indicated satisfaction with the system and have stated that false alarms have not been a significant problem.

President Sharp recommended that the award of this bid for the Library Materials Theft Detection System be made to Minnesota Mining & Manufacturing Co., 3M, for the Tattle-Tape System, as that bidder who can best meet the University's specifications for this system.

Regent Bell moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

d. AMIGOS Bibliographic Network

The AMIGOS Bibliographic Network is a consortium of Libraries in the Southwest which has been formed to make use of the services of the Ohio College Library Center in Columbus, Ohio. Oklahoma institutions presently members of AMIGOS include Northeastern Oklahoma State, Oklahoma Department of Libraries, and Oklahoma State University.

The Ohio College Library Center (OCLC), over a period of ten years, has developed the most comprehensive computer-based data access system for cataloging, card production, preorder searching, interlibrary loan and union catalog activities available and the system with the greatest participation by institutions of our type. There is also a serials control sub-system in the package. The OCLC data base contains over one million titles and is comprised of 40 percent MARC records from the Library of Congress and 60 percent locally produced records. The base is growing currently at the rate of 7,600 records per week.

The costs associated with AMIGOS membership are service-based once the necessary hardware, installation charges and manuals have been provided. Start-up costs include approximately \$3,400 one-time charge to cover overhead and telephone line costs and a one-time charge of approximately \$600 to cover telephone installation, OCLC operating manuals and OCLC institutional profiling costs. The Oklahoma Department of Libraries has committed, in writing, \$4,000 in support of those start-up costs. OCLC Model 100 terminals are available for outright purchase at \$3,700, or they may be rented.

Other costs are use-based and are dependent upon the number of matches between user needs and the OCLC data base, the products ordered and the number of searches conducted on the data base. The costs for 1976-77 are estimated to be \$18,000 and \$24,000 in 1977-78. The funds for this new service can be made available by reallocating funds within the allocations now available to University Libraries so no new funds will be required.

President Sharp recommended that the Norman Campus University Libraries be authorized to join the AMIGOS Bibliographic Network with the understanding that costs associated with the membership and services be funded by reallocation within the budget of University Libraries, and that the expenditure of \$11,100 be authorized to purchase three OCLC Model 100 terminals at \$3,700 each from funds in the 1975-76 budget.

Regent Braly moved approval of the recommendation. The following voted yes on the motion: Regent Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

VII. Project Financing

a. Proposal, Contract, and Grant Report

A summary of proposals for contracts and grants for the Norman Campus for February, 1976 was included in the agenda for this meeting. Also reported were the contracts executed during the same period of time on proposals previously reported.

President Sharp recommended that the President of the University or his designees be authorized to execute contracts on the pending proposals as negotiations are completed with the understanding contract budgets may differ from the proposed amounts depending upon those negotiations.

Regent Brett moved approval. The following voted yes: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

VIII. Audits

a. Norman Campus Auditor for 1975-76

At the request of the University, Arthur Young & Company has submitted a proposal to audit the accounts and express an opinion on the financial statements of The University of Oklahoma, Norman Campus, for the year ended June 30, 1976.

Their proposal states that their examination will be made in accordance with generally accepted auditing standards except that they will accept University valuations of equipment, buildings, improvements other than buildings, and land. Their opinion of the financial statements will be qualified to the extent of the above mentioned exceptions to generally accepted auditing standards. In addition to expressing an opinion on the financial statements, they will furnish a letter giving constructive suggestions as to possible areas for improvement of internal controls, work simplification, and such other matters as come to their attention.

Arthur Young & Company has agreed to perform this examination for a fee not to exceed \$46,500. This represents slightly over a 10 percent increase over last year's audit fee. If their time should run less than the maximum, the University will be charged a lesser amount.

President Sharp recommended that Arthur Young & Company be employed to perform the audit for the Norman Campus for the year ended June 30, 1976, in accordance with the above proposal.

Regent Brett said he knows this has come up in the past, but he wished to comment again on the need to change outside auditors every five years or so. Regent Neustadt said this was discussed by the Budget Committee two or three months ago and it was determined there is no need to change at this time. He said attention was called to the cost internally to change outside auditors in order to educate them to the University's systems. After further discussion of the pros and cons of changing outside auditors, President Sharp urged that rather than having this matter come up every year the Board adopt a policy with regard to a suitable term for outside auditors.

Regent Brett moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

F. The University Community

X. Athletics

a. Non-Conference Football Games

The following non-conference football games have been proposed by the Athletic Department:

September 16, 1978	West Virginia at Norman
September 22, 1979	Tulsa at Norman
October 13, 1979	Texas at Dallas

President Sharp recommended approval of the non-conference football games listed above.

Regent Bailey moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Bailey, and Bell. Regents Mitchell and Replogle abstained. The Chair declared the motion carried.

G. Operations and Physical Plant

I. New Construction

a. Report on Major Capital Improvements Projects

A report was presented to the Regents as shown on the attached two pages with regard to the major capital improvements projects now under construction and in various stages of planning on the Norman Campus. No action was required.

IV. Contracts and Agreements

a. Sub-Contract with Florida State University

The University submitted a proposal to White Sands Missile Range, New Mexico, entitled "Development of Mesoscale Diagnostic Numerical Models of the Atmosphere, including Terrain Effects, Utilizing Variational Analysis Techniques". This was a joint proposal with Florida State University. The total amount of the proposal is \$133,648, with Florida State University's share in the form of a sub-contract to be \$52,228.

OFFICE OF ARCHITECTURAL AND ENGINEERING SERVICES
THE UNIVERSITY OF OKLAHOMA

MAJOR CAPITAL IMPROVEMENTS PROGRAM

PROGRESS REPORT, MARCH, 1976

PROJECTS UNDER CONSTRUCTION

Project	Engineers and Architect	Contractor	Contract Award Date	Original Adjusted Completion Date	Original Current Contract Amount	Status (% complete)	Sources of Funds
NORMAN CAMPUS							
Lloyd Noble Center	Binnicker-Graves	Rayco Construction Company	01/11/73	01/10/75 05/15/75	4,929,000 5,094,298	97%	Student Facilities System Bond of 1971, Private Funds and Student Facilities Fee Reserve
Law Center Phase 1 Bid Package # 1	Stone & Associates Whiteside, Schultz, Hammett & Assoc.	H.A. Lott, Inc. Construction Manager	07/26/74	11/06/74	72,331 74,077	100%	State Bond Fund, Private Funds, Private Services
Gittinger/Kaufman Renovation	Turnbull, Mills Camahan, Thompson, Delano	Jim Cooley Construction	09/12/74	01/01/76 04/01/76	715,682 747,132	99%	HERO Bond Funds
Law Center Phase 1 Bid Package # 2	Stone & Associates Whiteside, Schultz, Hammett & Assoc.	H.A. Lott, Inc. Construction Manager	10/26/74	12/26/75 04/01/76	3,270,080 3,599,908	93%	State Bond Fund, Private Funds, Private Services
Stadium Expansion	Lockwood, Andrews Newnam, Inc.	Harmon Construction Company, Inc.	10/26/74	09/08/75 05/08/75	5,862,900 5,767,877	99%	Revenue Bond Fund and Private Funds
Evans Hall, 1st, 2nd, & 3rd Floor Remodel	A&E Services	Physical Plant	01/22/75	10/10/75	101,000 163,500	99%	Section 13 Funds
University Tennis Courts (Rebuild)	A&E Services	McCracken Construction Company	10/26/74 11/13/74	05/26/75 04/01/76	77,850 75,800	95%	Revenue Bond Fund (Encumbered in Stadium Project)
General Purpose Hangar	A&E Services	McCracken Construction Company/ Physical Plant		10/26/74 04/15/76	147,681 249,000	90%	Westheimer Auxiliary Reserves

OFFICE OF ARCHITECTURAL AND ENGINEERING SERVICES
THE UNIVERSITY OF OKLAHOMA

MAJOR CAPITAL IMPROVEMENTS PROGRAM

PROGRESS REPORT, MARCH, 1976

PROJECTS IN VARIOUS STAGES OF PLANNING

Project	CMP Priority No.	Engineers & Architects	Contract or Letter	Estimated Cost	Status
NORMAN CAMPUS					
Richards Hall Renovation	1	McCune & McCune	Regents Approval 01/22/76	\$1,137,000.00	The scope of this project has been modified to include portions of of the Life Sciences Center project.
Richards Hall Fixed Equipment	2	McCune & McCune	"	185,120.00	"
Richards Hall Movable Equipment	3	--	--	167,015.00	Inactive.
Old Science Hall Renovation	4	Shaw Associates, Inc.	01/22/76	278,000.00	Preliminary design is being prepared.
Old Science Hall Fixed Equipment	5	"	"	68,202.00	"
Gittinger Hall Movable Equipment	8	--	--	1,803.00	Inactive.
Kaufman Hall Movable Equipment	11	"	"	3,861.00	Inactive.
Felgar Hall Renovation	12	Turnbull & Mills	01/22/76	805,000.00	Preliminary design is being prepared.
Felgar Hall Fixed Equipment (Includes TBT Equipment)	13	"	"	18,152.00	" "
Felgar Hall Movable Equipment	14	--	--	5,151.00	Inactive.
College of Environmental Design	15	Howard-Samis-Porch, Inc.	01/22/76	544,500.00	Preliminary design is being prepared.
College of Environmental Design Fixed Equipment	16	"	"	55,011.00	" "
College of Environmental Design Movable Equipment	17	--	--	41,406.00	Inactive.
Nielsen Hall Renovation	18	Howard-Samis-Porch, Inc.	01/22/76	496,000.00	Preliminary design is being prepared.
Nielsen Hall Fixed Equipment	19	"	"	7,157.00	" "
Nielsen Hall Movable Equipment	20	--	--	210,000.00	Inactive
DeBarr Hall Renovation	21	Turnbull & Mills	01/22/76	465,295.00	Preliminary design is being prepared.
DeBarr Hall Fixed Equipment	22	"	"	10,885.00	" " " "
DeBarr Hall Movable Equipment	23	--	--	177,737.00	Inactive
Gould Hall Renovation	24	--	--	719,800.00	"
Burton Hall Renovation	25	--	--	368,000.00	"

OFFICE OF ARCHITECTURAL AND ENGINEERING SERVICES
THE UNIVERSITY OF OKLAHOMA

MAJOR CAPITAL IMPROVEMENTS PROGRAM

PROGRESS REPORT, MARCH, 1976

PROJECTS IN VARIOUS STAGES OF PLANNING

Project	CMP Priority No.	Engineers & Architects	Contract or Letter	Estimated Cost	Status
NORMAN CAMPUS					
Engineering Lab Renovation	26	--	--	\$116,300.00	Inactive
Engineering Lab Fixed Equipment	27	--	--	3,132.00	"
Engineering Lab Movable Equipment	28	--	--	5,370.00	"
Pharmacy Building Renovation	29	--	--	225,000.00	"
Pharmacy Building Fixed Equipment	30	--	--	17,260.00	"
Jacobson Hall Renovation	31	--	--	153,500.00	"
Carpenter Hall Renovation	32	--	--	261,500.00	"
Holmberg Hall Renovation	33	--	--	255,500.00	"
Carnegie Hall Renovation	34	--	--	136,000.00	"
Womens Building Renovation	35	--	--	140,400.00	"
Adams Hall Modifications	36	--	--	30,200.00	"
Adams Hall Fixed Equipment	37	--	--	30,348.00	"
Nuclear Engineering Laboratory Modifications	38	--	--	32,000.00	"
Main Campus Water Well	39	--	--	25,000.00	"
Separation of OU Water System from Norman System	40	--	--	50,000.00	"
South Oval Improvements	41	--	--	250,000.00	"
South Perimeter Improvements	42	--	--	135,000.00	"
North Perimeter Improvements	43	--	--	210,000.00	"
Student Union-Monnet Hall Area Improvements	44	--	--	36,000.00	"
Old Science Hall Area Improvement	45	--	--	32,000.00	"
Hester-Robertson-Kaufman Area Improvements	46	--	--	45,000.00	"

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MAJOR CAPITAL IMPROVEMENTS PROGRAM

PROGRESS REPORT, MARCH, 1976

PROJECTS IN VARIOUS STAGES OF PLANNING

Project	CMP Priority No.	Engineers & Architects	Contract or Letter	Estimated Cost	Status
NORMAN CAMPUS					
Tennis Courts Phase II	47	--	--	\$ 82,050	Inactive.
Armory Conversion	48	--	--	390,000	Inactive.
Armory Conversion Fixed Equipment	49	--	--	75,000	Inactive.
Monnet Hall Conversion	50	--	--	101,500	A reuse study is in process.
Law Center - Phase II	52	Stone & Associates	C 01/20/72	1,812,000	Design program and contract negotiations for this phase of the work are included with the Law Center, Phase I Project.
Student Physical Recreation Center	--	Reid and Heap	L 10/16/66	4,965,000	A feasibility study is in process. Implementation of this project is contingent on development of sources of funding.
Westheimer Field Lighting Project	--	Carnahan, Thompson Delano	--	127,850	Awaiting federal grant application results prior to proceeding with project development phase.
University Museum	--	Shaw & Shaw	C 04/03/71	2,400,000	Design development drawings completed. Total funding arrangements have not been completed.
Cross Center Dining Hall	--	Bass & Associates	--	93,250	Project abandoned.
Life Sciences Center	--	McCune, McCune	L 02/08/66	2,171,000	This project has been superseded. Elements of this project are now included in the Richards Hall Addition and Renovation Project. (See CMP Priority No. 1).
South Stadium Expansion	--	A&E Services		625,000	A&E Services is preparing a feasibility study and cost analysis.
Varsity & Visiting Team Facility				825,000	A feasibility is being prepared.
Dormitory Lounge, Social & Recreation Building				300,000	Under study.
Renovation of Washington House				600,000	Under study.

President Sharp recommended authorization to enter into a sub-contract with Florida State University as explained above.

Regent Brett moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

b. Sub-Contract with Monument Energy Corporation

The University has been awarded a contract in the amount of \$77,500 from the Energy Research and Development Administration entitled "The Development of a Comprehensive Community Energy Management Plan for Hobbs, New Mexico". Under this contract the University has been authorized by ERDA to enter into a sub-contract in the amount of \$15,000 with the Monument Energy Corporation, Hobbs, New Mexico, for the purpose of obtaining local assistance in the survey procedures involved in the project.

President Sharp recommended approval to enter into the proposed sub-contract with the Monument Energy Corporation.

Regent Replogle moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

c. NROTC Agreement

In late 1975, the Secretary of the Navy proposed a standard NROTC agreement for the 58 universities in which NROTC units are located. In accordance with comments from the Provost's Office and the Office of Administration and Finance, legal counsel rewrote the proposed agreement and submitted it for approval to the Secretary of the Navy. The proposed agreement formalizes the presence of NROTC as an academic unit within the University.

In accordance with the provisions of the agreement, the University will provide administrative and financial support to the NROTC program on the same basis as is provided to other academic units. The Navy will underwrite the cost of tuition, books, and uniforms for each person enrolled in the program and will provide instructors, textbooks, training materials and equipment in support of the Naval Science curriculum. The agreement becomes effective upon execution and may be terminated by either party by providing one academic year's notice.

President Sharp recommended approval of entering into the NROTC Agreement with the Department of the Navy.

Regent Replogle moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

VIII. Easements and Leases

a. Easement to the City of Oklahoma City

At the January meeting the Board approved granting an easement to the City of Oklahoma City 17 feet wide on the 35 acres of land owned by the Regents at Memorial Road and Western in Oklahoma City, 20 acres of which has been sold to Mr. E. A. Eskridge. The easement was subject to approval of rezoning the entire 35 acres. We have been notified that the Oklahoma City Planning Commission will rezone only the 20 acres which has been sold rather than the original 35. Therefore, the action of the Board on January 15, 1976, granting a 17 foot easement on the entire 35 acres should be rescinded and an action taken to grant a 17 foot easement on the 20 acres which has been sold to Mr. Eskridge.

President Sharp recommended (1) that the easement action of the Board on January 15 (p. 13728) be rescinded and (2) that the Board approve a 17 foot easement to the City of Oklahoma City, subject to approval by the City of the rezoning application, on the following described property:

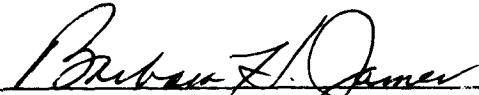
The South 17 ft. of the North 50 ft. of the following described property to-wit: A part of the Northwest Quarter (NW/4) of Section 16 of Township 13 of Range 3 West of the Indian Meridian, in Oklahoma County, Oklahoma, being more particularly described as follows: Beginning at a point on the North line of said Northwest Quarter, said point being 1,086.09 feet North $89^{\circ}06'34''$ East of the Northwest corner of said Northwest Quarter; thence South $0^{\circ}53'26''$ East, perpendicular to the North line of said Northwest Quarter for 40.0 feet to the South right-of-way line of Memorial Road; thence South $77^{\circ}14'49''$ West, on said South right-of-way line for 628.98 ft. to the Northeast right-of-way line of North outer loop; thence Southeasterly on the Northeast right-of-way line of North outer loop, on a curve to the left, having a back tangent bearing North $11^{\circ}19'07''$ West, and having a radius of 656.20 ft., for an arc length of 233.25 ft. to a point of compound curve; thence Southeasterly continuing on said Northeast right-of-way line on a curve to the left, having a forward tangent bearing South $44^{\circ}30'05''$ East, and having a radius of 1,372.39 ft., for an arc length of 307.0 ft.; thence South $58^{\circ}23'25''$ East, continuing on said Northeast right-of-way line for 770.99 ft.; thence South $66^{\circ}16'51''$ East, continuing on said Northeast right-of-way line for 284.52 ft., thence North $0^{\circ}33'47''$ West on a line parallel to the East line of said Northwest Quarter for 1,163.24 ft. to the North line of said Northwest Quarter; thence South $89^{\circ}06'34''$ West, on the North line of said Northwest Quarter for 566.93 ft. to the point of beginning, containing 20.0 acres more or less.

Regent Braly moved approval of the recommendation. The following voted yes on the motion: Regents Neustadt, Braly, Brett, Mitchell, Bailey, Bell, and Replogle. The Chair declared the motion carried unanimously.

March 18, 1976

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There being no further business the meeting adjourned at 11:25 a.m.


Barbara H. James, Executive Secretary
of the Board of Regents

Others present at all or part of the meeting are as follows:

Dr. Beverly Ledbetter, Legal Counsel
Mr. Earl Whitman, University Purchasing Director
Dr. Rolando Andrade, Project Specialist, Office of the President
Mrs. Walter Neustadt, Jr. and Susan and Kathy
Mr. Frank Teich, Assistant Vice President for Administration and Finance
Dr. Gail deStwolinski, Norman Campus Faculty Senate Chair
Dr. William E. Maehl, Dean-Designate, College of Liberal Studies
Dr. James Zink, Director of University Libraries
Dr. Harold Ray, Assistant to the Vice President for University Community
Mr. Jack Stout, Vice President for University Community
Mr. Mark Lemons, University Internal Auditor
Dr. Arthur Tuttle, University Architect
Dr. Steve Van Hauen, Associate Vice President for Administration and Finance and
Finance and Budget Director
Ms. Denise Durham, Chair of Student Congress
Mr. Gary Perceful, Tulsa World
Ms. Jan Meadows, Oklahoma City Times
Mr. Jim Bross, The Norman Transcript
Mr. Steve Webb, The Oklahoma Daily
Reporter, KGOU
Mr. Mike Treps, Director of Media Information
Mr. Dave Smeal, Assistant Director of Broadcast Services, Media Information
Mr. Mike Sulzycki, Radio Writer-Producer, Media Information
Ms. Donna Murphy, Senior Writer, Media Information
Ms. Judy Murphy, Associate Writer, Media Information
Professor Junetta Davis' journalism class