

**C O N T E N T S**  
**MINUTES OF THE ANNUAL MEETING**  
**THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS**  
**MARCH 6-7, 1991**

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**MINUTES OF THE ANNUAL MEETING  
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS  
MARCH 6-7, 1991**

A regular meeting of the Board of Regents of The University of Oklahoma was called to order in Lecture Room 299 in The University of Oklahoma Health Sciences Library Building in Oklahoma City beginning at 3:30 p.m. on Wednesday, March 6, 1991.

The following Regents were present: Regent Ronald H. White, M.D., Chairman of the Board, presiding; Regents Sarah C. Hogan, E. Murray Gullatt, J. Cooper West, and G. T. Blankenship.

Absent: Regents Sylvia A. Lewis and Sam Noble.

Others attending all or a part of the meeting included Dr. Richard L. Van Horn, President of the University, Provosts Clayton Rich and Joan Wadlow, Vice Presidents Fred J. Bennett, Arthur J. Elbert, and Jerry B. Farley, Interim Vice President Chris Purcell, Mr. Fred Gipson, Mr. Robert P. White, Ms. Beth Wilson, and Barbara H. Tuttle, Executive Secretary of the Board of Regents.

Notice of the time, date, and place of this meeting was submitted to the Secretary of State, and the agenda was posted in the Office of the Board of Regents on or before 3:00 p.m. on March 5, 1991, both as required by 25 O.S. 1981, Section 301-314.

**MINUTES**

Regent West moved approval of the minutes of the Health Sciences Center Committee meeting held on February 14, 1991 and the regular meeting held on January 23, 1991. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**ACADEMIC ENRICHMENT - EVENTS LEADING TO THE WAR IN THE PERSIAN GULF**

Provost Joan Wadlow introduced Ambassador Edwin Corr, Professor of Political Science and occupant of The Henry Bellmon Chair in Public Service. Professor Corr presented information to the Regents on the events over a long period of time that led to the recently concluded war in the Persian Gulf.

The meeting recessed at 4:00 p.m. for the Finance and Audit Committee meeting. The regular meeting reconvened at 4:20 p.m.

**RESIGNATION - PROVOST, HEALTH SCIENCES**

President Van Horn announced that Dr. Clayton Rich, Provost and Vice President of the Health Sciences, has resigned effective July 1, 1992 or when a successor is named. He reminded the Regents that Dr. Rich has served in the position since 1980 and that during his tenure the Health Sciences Center gained national stature and attracted well-known and respected faculty members. Dr. Van Horn announced a Search Committee will be appointed to conduct a thorough search for a new Provost.

Regent White said he and Provost Rich have enjoyed many years together at the University and that this University and the Health Sciences Center are a lot farther along because of Dr. Rich's presence here. He expressed on behalf of the Board of Regents thanks to Provost Rich for his many years at the University.

**PRESIDENT'S REPORT**

President Van Horn reported on recent awards, honors, gifts, and grants:

1. Dr. James Kimpel, Dean of the College of Geosciences, was chosen as the 1991 Chairman for the national University Corporation for Atmospheric Research. Fifty-eight universities across the country are members of UCAR including Harvard, Stanford, and Yale. OU has been a member since 1964.
2. A book published by the OU Press received the prestigious "Spain and America in the Quincentennial of the Discovery" prize. The book "The Diario of Christopher Columbus' First Voyage to America 1492-1493" was selected unanimously as the winner of the 1989 award by the jury. The Press will share the \$6,000 prize with the editor and translator.
3. An engineering faculty member, Assistant Professor Robert Knox, and OU solar-powered car received awards from the Oklahoma Society of Professional Engineers. Dr. Knox was named Young Engineer of the Year by the State Society and is eligible for the National Society of Professional Engineers' Young Engineer Award. The car, "The Spirit of Oklahoma," was a winner of OSPE's Outstanding Engineering Achievement in the student category.
4. Members of the Black Student Association attended the Big Eight Conference at the University of Nebraska in Lincoln. Awards for the outstanding senior, the outstanding sophomore, and community service were given to students from OU.

5. OU and OSU were awarded a \$600,000 four-year grant by NASA for the Oklahoma Space Grant Consortium to increase aerospace research in education across the State. The grant will be administered through the Oklahoma State Regents for Higher Education.
6. Grants totaling \$490,016 were awarded to the Health Sciences Center by the Presbyterian Health Foundation including \$144,000 to fund stipends for students in the Medical Scientists Training Program who will receive the M.D. and Ph.D. degrees.
7. During the past several months, six industrial sponsors contributed a total of \$240,000 to become members of the Rock Mechanics Program Consortium under the directorship of Dr. Jean-Claude Roegiers: Arco Oil and Gas Company, Exxon Production Research Company, Phillips Research Center, Halliburton, Intevep, S.A. (Venezuela), and Maersk Olie og Gas (Denmark). Six other companies are in the final stages of negotiations with the University to become Consortium sponsors. When these agreements are in place, the research program will receive close to \$.5 million in funding each year for the next four years.
8. In January, the University received a \$2 million award from the U.S. Department of Energy oil overcharge funds administered through the Oklahoma Department of Commerce to establish the Oklahoma Mesonet Program. A network of 107 automated weather stations will be installed and activated across the State.

#### ELECTION OF OFFICERS OF THE BOARD FOR 1991-92

Regent Blankenship moved that the following officers be elected for 1991-92: Sarah C. Hogan, Chairman, Sylvia A. Lewis, Vice Chairman, and Barbara H. Tuttle, Executive Secretary. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### OKLAHOMA MEMORIAL STADIUM SOUND SYSTEM IMPROVEMENTS

At its November 1990 meeting, the Board of Regents approved a proposal to make improvements to the existing Oklahoma Memorial Stadium sound system as recommended in Scheme One of the report prepared by the University's consultant, Coffeen Fricke and Associates, authorized a total budget of \$584,000 for the project, and approved the use of funds from the 1979 Stadium

System Revenue Bonds Special Reserve Funds to fund a major portion of the project. The Board also agreed that if additional funding is required for the sound system or related improvements, it will be obtained from Athletic Department reserve funds.

The following is a summary of the main features of the approved Scheme One. Basically, this scheme envisions the installation of an entirely new sound system with a central or main cluster of loudspeakers located in a new housing above the existing south end zone scoreboard. This scheme also includes the installation of a new set of speakers to serve the west seating areas located under the upper deck. The existing main loudspeaker cluster currently located atop the pressbox will be removed. Although it was recognized that this is the most costly system of the four options, it was agreed that this system will provide the highest quality sound and the best overall results. Based on the initial preliminary studies, the estimated equipment and installation cost for this scheme is \$462,500. This estimated cost includes an allowance for testing and adjusting the system. The estimated cost of additional electrical power supply conduits, contingencies and related professional design fees is \$121,500.

Additionally, plans and specifications for the construction of the enclosure and structural frame needed to support and contain the loudspeakers and other sound system equipment which will be located above the existing south end zone scoreboard, are being prepared by Turnbull and Mills, Architects, of Oklahoma City. A preliminary design for this structure has been completed and final plans are being prepared. Current estimates of the cost of the enclosure indicate that this structural framework which will be bid separately will add approximately \$85,000 to the total cost of the project.

President Van Horn recommended that the Board of Regents (1) approve final plans and specifications for the new Oklahoma Memorial Stadium Sound System and for the Sound System Housing and (2) authorize the University administration to advertise the project for bids.

Regent White asked Arthur N. Tuttle, Jr., Director of Architectural and Engineering Services, and Mr. Robert Coffeen of the Coffeen Fricke & Associates consulting firm, to come forward for a discussion of this issue. Mr. Tuttle reminded the Regents that in July the report of the consultants was presented to the Board of Regents by Mr. Coffeen and included four schemes. At the November Board meeting the Regents selected Scheme One and established a budget of \$584,000 for the project. He said Mr. Coffeen is here today to present the plans and specifications that have been prepared for Scheme One. The plans have been reviewed by the Athletic Department and other University staff members and are ready to be advertised for bids. Mr. Tuttle said in keeping with their directive, a schedule has been developed so that if the Board approves the plans, the system will be completed in time for the first home game in September.

March 6, 1991

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Mr. Tuttle introduced Mr. Coffeen who described the primary features of the Scheme One sound system. There was a lengthy discussion about the sound system requirements for our stadium, other sound systems developed for athletic arenas by Coffeen Fricke and Associates, discussion of the current equipment that can be used, and other aspects of the installation of an effective sound system. During the discussion, it was explained that the documents developed will request bids on Scheme Four as well as Scheme One so that a decision on which direction to go can be made when the bids are received.

Following the discussion, Regent White suggested action on this matter be deferred until the meeting on Thursday.

The meeting recessed at 5:20 p.m.

The meeting reconvened in regular session on Thursday, March 7, 1991, at 9:05 a.m. in the same location.

**COLLEGE OF FINE ARTS DEAN SEARCH  
COLLEGE OF DENTISTRY DEAN SEARCH**

Regent Gullatt moved the Board meet in executive session for the purpose of discussing the two dean searches - personnel-related issues. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

The Regents reconvened in regular session at 10:10 a.m. Regent White announced no action is necessary as a result of the executive session.

**OKLAHOMA MEMORIAL STADIUM SOUND SYSTEM IMPROVEMENTS**

Regent Gullatt moved approval of President Van Horn's recommendation that the Board of Regents approve final plans and specifications for the new Oklahoma Memorial Stadium sound system and for the sound system housing and authorize the University administration to advertise the project for bids. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**1991-92 BUDGET PLANNING REPORT**

The following information on the status of the 1991-92 budget process for the University was presented by Vice Presidents Elbert and Farley:



## University of Oklahoma Operating Budget Needs Request

The University of Oklahoma's State Regents' Budget Survey for Fiscal 1992 was presented to the Board of Regents for information and discussion at the December 1990 Board meeting. As reflected in the Budget Survey, the University's funding increase request to meet immediate, critical priority needs and mandatory increases totals \$28.8 million, which consists of \$19.4 million for the Norman Campus and \$9.4 million for the Health Sciences Center.

## Operating Budget Needs Request for the Oklahoma State System of Higher Education

In December 1990, the State Regents approved the operating budget needs request for Fiscal Year 1992 of \$609 million which is an increase of \$109 million compared to Fiscal Year 1991. Shortly following State Regents' approval, the needs request was forwarded to the Governor for inclusion in the Fiscal Year 1992 Executive Budget. The increase recommended by the State Regents includes \$99.9 million in State appropriations and \$9.1 million in tuition. The State Regents also approved plans to reach the average state appropriation level of peer institutions in five years which would provide an additional \$460 million for higher education institutions during that time. The six-year tuition plan to reach peers is indexed to per capita income and would require tuition increases of approximately 9 percent each year for the six-year period.

## The Governor's Executive Budget Request

The Governor's budget was presented to the Legislature on February 4, 1991. Proposed in the operating budget was an increase of \$61 million for higher education which includes an appropriation of \$58.5 million for general allocation and \$2.5 million for endowed chairs.

## The Legislative Appropriation Process

On February 20, 1991 the Senate Appropriation Committee recommended a higher education appropriation increase of \$43 million. Prior to the May 31, 1991 legal date for adjournment of the 1992 session, the bill will be considered by the full Senate and forwarded to the House for action. Dr. Elbert said he expects the full Senate to approve the recommended \$43 million appropriation increase. Following a legislative appropriation, the State Regents will allocate funds to the various institutions in the higher education system.

## The University of Oklahoma Budget Process

On the Norman Campus and at the Health Sciences Center, budget planning materials were distributed to vice presidents, deans and directors in October 1990. After preliminary plans were completed, budget planning materials were returned to provosts and vice presidents and circulated to the campus community for input. At the beginning of March, budget guidelines were

developed and distributed with budget request materials to budget units. Next month budget requests will be submitted to the Budget Office for subsequent review by the President, provosts, and vice presidents. Prior to final legislative action, the Board of Regents will be provided with budget analyses of proposed internal allocations and funding alternatives based upon various levels of State appropriations. Further budget information will be presented to the Board in April, May, and June.

#### University of Oklahoma Budget Priorities

The University's priorities continue to follow the basic outline addressed in the State Regents' Budget Survey that was presented to the Board of Regents in December. For the Norman Campus and the Health Sciences Center the priorities included:

1. Salary adjustments
2. New faculty positions
3. Library acquisitions
4. Computing
5. Student support services
6. Academic maintenance and operation funds

#### Capital Budget Process

At the December Board meeting, the OU Board of Regents reviewed the capital budget request presented to the State Regents. The State Regents included this information in the State of Oklahoma higher education needs request which was submitted to the Governor in December 1990. The Governor made a special capital budget recommendation, by project, to the Legislature on February 4, 1991. The project recommendations presented by the Governor were the same as those recommended by the State Regents. The capital budget will be considered by the Legislature in conjunction with the proposed bond issue.

No action was required on this report.

#### AFFIRMATIVE ACTION PLANS

The 1991 Affirmative Action Plans required by regulations enforced by the U.S. Department of Labor, Office of Federal Contract Compliance Programs, have been prepared and an executive summary of the Plan for each campus is submitted as shown below. The Affirmative Action Plan documents contain: (1) plans under Executive Order 11246 which cover all ethnic minorities and women, (2) plans under the Rehabilitation Act of 1973 which cover the handicapped, and (3) plans under the Vietnam Era Veterans' Readjustment Assistance Act of 1974 which cover disabled and Vietnam era veterans.

## NORMAN CAMPUS

## Faculty Goals and Utilization

Summary tables of the Norman Campus employment status in utilizing full-time minority and women faculty were included in the agenda. They illustrate that when looking at minorities as a group and women as a group, the Norman Campus has increased participation in both groups since 1987. While progress is being made, established goals for each group are yet to be achieved. These are areas that will continue to be a focus of attention this program year. In the spring, Provost Wadlow implemented two new policies to make OU more competitive in its recruiting efforts. Additional incentives have increased the number of appointments of underrepresented minorities and women, as well as a new spousal assistance policy.

## Faculty Hires, Turnovers, Promotions

The Norman Campus was successful in adding 45 women and 33 minorities to the various faculty ranks during the academic year. Eighteen of the 45 women hired and 12 of the 33 minorities hired were in tenure or tenure-track positions. While there were 28 women and 24 minorities who left the University during this same period, only seven women and three minorities were from the tenured or tenured-track ranks. Efforts to increase and retain these groups will continue to be a priority.

Of the 15 faculty members promoted last year, two (13.3%) were females and one (6.7%) was a minority. Efforts to increase promotion among these groups will continue to be priority issues through programs implemented previously and through enhanced monitoring.

## Staff Goals and Utilization

The number of minority staff members increased from 282 in 1987 to 314 in 1990 indicating an 11.3% rate of growth. The number of women staff members increased from 1,355 in 1987 to 1,506 in 1990 indicating a 11.1% rate of growth. This compares with an overall growth rate for staff of 14.0% during the same period. Increasing participation of these groups with a particular focus on underrepresented minorities must continue to be a top priority. In the summer, Vice President Elbert implemented a pilot program that has improved the representation of minority staff in his area. Though goals are yet to be achieved, efforts like this will positively impact our progress.

## Staff Hires, Turnovers, Promotions

An analysis of hiring rates reflects a need to focus greater attention on American Indian hiring in the Technical/Paraprofessional occupational category. The promotion rate for total minorities in the Service/Maintenance category indicates an area of concern. Turnover rates for Blacks and Asians reflect several areas of concern, as did those for women in the Executive/

Administrative/Managerial occupational category. While an overview of employment practices suggests that the University has met or exceeded expectations in most areas, those areas which reveal potential problems will be the focus of enhanced efforts during this program year.

#### Programs

The programs which the Norman Campus has implemented to recruit, retain, and advance minorities and women in employment have been relatively successful considering the range of employment opportunities on campus. Given the level of commitment demonstrated by University leadership and the dedication of employee groups, the affirmative action programs will continue to guide enhanced efforts to increase the representation of minorities and women in the work force.

#### HEALTH SCIENCES CENTER

##### Faculty Goals and Utilization

Summary tables of the Health Sciences Center's employment status in utilizing full-time minority and women faculty were included in the agenda. They illustrate that when looking at minorities as a group and women as a group, the Health Sciences Center has been more successful in hiring women during this period than it has in attracting, recruiting, hiring and retaining minorities. While progress is being made in hiring women and minorities, established goals for each group are yet to be achieved. These areas will continue to be a focus of attention this program year.

##### Faculty Hires, Turnover, Promotions

The Health Sciences Center was successful in adding 36 new women and 20 new minorities to the various faculty ranks during the academic year. Eleven of the 36 women hired and six of the 20 minorities hired were in tenure or tenure-track positions. The hiring rate for minority tenure-track positions is less than the acceptable rate. Revised and new recruitment programs will continue to be discussed and developed in ongoing efforts to improve hiring rates of minority faculty.

Retention of minority faculty remains a concern. During the past three years there was a 13.6% increase in the number of minority faculty while women faculty increased by 37.5% and faculty increased overall by 14.6%. Among the 27 women and nine minorities who left the Health Sciences Center, last year eight women and two minorities were tenured or tenure track.

Of the 36 faculty members promoted last year, 16 (44.4%) were females and two (5.6%) were minority faculty members. Efforts to increase retention among these groups will continue to be priority issues through programs implemented previously and through enhanced monitoring.

### Staff Goals and Utilization

There were 262 minority staff members in 1987 as opposed to 299 in 1990, indicating an increase of 37 (14.1%). The number of women staff members increased from 978 in 1987 to 1,154 in 1990, indicating an 18.5% rate of growth. This compares with an overall growth rate of 16.7% during the same period. The Health Sciences Center is meeting its goals in virtually every employment category.

### Staff Hires, Turnover, Promotions

An analysis of hiring rates reflects a need to focus greater attention on minority hiring, especially the hiring of minority applicants in the professional, clerical, technical, and skilled craft areas. Promotion rates for women and minorities continue to be lower than comparable groups in several areas. Turnover rates for minorities and women in some groups continue to indicate a need for attention. While an overview of employment practices suggests that the University has met or exceeded expectations in many areas, those areas which reveal potential problems will be the focus of enhanced efforts during this program year.

### Programs

The programs which the HSC campus has implemented to recruit, retain, and advance minorities and women in employment have been relatively successful considering the range of employment opportunities on campus. Of the two groups of employees, women continue to have a wider margin of success in most employment categories as opposed to that experienced by minorities. However, given the level of commitment demonstrated by University leadership and the dedication of employee groups, the affirmative action programs will continue to guide ongoing efforts to expand the underrepresented minority work force.

Dr. Beth Wilson, University Affirmative Action Officer, and Mr. Paul Forté, Health Sciences Center Affirmative Action Officer, reviewed the information included in the report. No action was required.

### FRACTURING FLUID CHARACTERIZATION FACILITY CONTRACT - GAS RESEARCH INSTITUTE

A proposal for establishment of a Fracturing Fluid Characterization Facility was submitted to the Gas Research Institute by The University of Oklahoma for Drs. Jean-Claude Roegiers and Ronald Evans in May 1990 and reported to the Board of Regents at its July 1990 meeting. The award was announced by Dr. Stephan Ban, President and Chief Executive Officer of Gas Research Institute, at the dedication of the Sarkeys Energy Center in November.

Since December 1990, the University has been negotiating with the Gas Research Institute on the terms of this contract. At this point an agreement on contract terms has been reached, and the contract is now ready for signature by both parties. This contract brings significant funds to the State. To receive contracts of this size, OU needs to make significant commitments.

The key features of the agreement are the following:

1. It is the largest single award ever received by OU, a total of \$11,861,911 over four years from GRI.
2. The total contract amounts to \$16,560,313 as follows:

GRI Funds	\$11,861,911
Subcontractors	944,246
OU, State, Private, and Federal Commitments	<u>3,754,156*</u>
 Total contract	 \$16,560,313

3. A Fracturing Fluid Characterization Facility on the South Campus near the College of Engineering Fears Structures Laboratory will be constructed. The facility will provide a physical laboratory to evaluate the behavior and properties of fracturing fluids under real world conditions and serve as a basis for predicting hydraulic fracturing design codes. Fracturing fluids are used to increase gas production from a well.
4. The project will employ 31 personnel including 5 faculty members, 6 postdoctoral fellows, 6 doctoral students, and 14 technical and support staff.

Regent White commented that the impact of this contract to the State of Oklahoma cannot be overlooked. He called attention to the number of people who will be employed in the project. Dr. White said he is pleased to have this report and extended congratulations to the individuals at the University involved in submitting the proposal for the contract. President Van Horn emphasized that if the University wants to be competitive for this type of contract, it has to make some commitments up front. He said in this particular case the University expects to obtain a significant amount of the money that has been committed from OCAST support and from other contracts that can be obtained from federal sources.

No action was required on this report.

\* This includes proposals to OCAST and the U.S. Department of Energy. Indirect cost recoveries will be used to construct the new building and to cover the utilities connection. OU also provides two acres of land at no charge, space in the Energy Center Building, and is waiving a portion of indirect costs and all computing charges.

**TASK FORCE ON UNDERGRADUATE ADVISING**

In September, President Van Horn appointed a Task Force to evaluate current undergraduate advising and to make recommendations for improvement. Dr. Billy Crynes, Dean of the College of Engineering and Chair of the Task Force, presented a progress report on the work of the Task Force at the January 23 meeting (page 22180).

Dean Crynes distributed the final report to the Regents. He said the Task Force developed seven recommendations following a study of previous reports and surveys taken from student, faculty, and staff groups associated with advising. He said they also considered how other universities provide and meet advising service needs. Dean Crynes said some of the recommendations shown below can and should be implemented immediately. Others will require additional resources and careful planning.

Dean Crynes reviewed and commented in some detail on the following recommendations of the Task Force:

- A. The University should reorganize the primary advising structure to permit all new students with declared majors to be advised by their degree college units. All uncertain, undeclared and other special cases (possibly those interested in undergraduate degree programs in the health professions) would be advised through a University Advising Center.
- B. The University must give more value to advising.
- C. The University must create more incentives for faculty and staff who effect the advising functions.
- D. The University should establish a required course or a required orientation program for all new students.
- E. The University should collect, prepare and disseminate more and better information relating to advising and other related services.
- F. The University must train and properly prepare faculty, staff and peers for the advising functions.
- G. The University should strive to establish an understanding with students that they have a shared responsibility in the advising process.

Regent White complimented Dean Crynes and the Task Force, not only for the report, but for the timely manner in which they have completed it. Regent White suggested the document be reviewed by the administration and then a report be presented for further discussion at the April meeting.

PRESIDENT'S COMMISSION ON WOMEN'S ATHLETICS

In August 1990, President Van Horn appointed a 16-member Commission to review the status of the women's athletic program and to make recommendations for improvement. Dr. Beth Wilson, Chair of the Commission, said the Commission is working very, very hard and she wanted to update the Regents on their progress. In order to put the report into perspective, she reviewed the charge to the Commission. She said they were asked to review the organizational structure of women's athletics, looking at resources and at funding, to review athletic opportunities available to women at OU, to review the financial aspects and the support structure for women's programs, and to review the academic achievement and academic support programs for women athletes. She reviewed for the Regents the kinds of information they have collected to date and what the Task Force is doing with that information at the present time.

Dr. Wilson said the Commission surveyed all of the Big Eight, Big 10, and other institutions with teams in the top 20 nationally and 34 schools responded. The information received has been formatted into reports. She said the Commission is in the process of comparing our own Athletic Department with those of the responding institutions. They have interviewed all of the coaches of the women's teams and have talked to some of the athletic officials. She said because they wanted their perspective, the Commission also sent surveys to former varsity female athletes and those responses have been positive. More recently, she said the Commission undertook a survey of the Big Eight and Big 10 institutions to look specifically at the budgeted allocations for women's athletic programs and the sources of funding. They will compare this information with our own Athletic Department. Because they have gathered a great deal of information, she said it has taken the Commission a while to assess all of the data and to use it in the preparation of a final report and recommendations. Dr. Wilson said at the present time they are having further interactions with Athletic Department officials. She then reviewed some of the specific issues that will be included in the report and recommendations and said she believes they are on the right track and will be able to bring forth a final report shortly. They want to make sure that it is as complete and as comprehensive and as accurate as they can possibly make it and that it has the proper input from those individuals who should have input into the report and recommendations.

Dr. Van Horn indicated that Dr. Wilson and he are both concerned and want to make sure that the final report is something that can be implemented and really move ahead to have an outstanding program.

Dr. Wilson said the Commission is working toward having a final report in April.

At 11:00 a.m. the Chair declared a short recess. The meeting reconvened in regular session at 11:22 a.m.



**GODDARD HEALTH CENTER REPORT**

In November 1989, a Goddard Health Center ad hoc Committee was appointed to study the operations of Goddard Health Center. The final Committee report was included in the agenda for the December 19, 1990 meeting. Dr. James Horrell, Chair of the Committee, was present at the meeting and reviewed the Committee study and the recommendations included in the report. Since that time, the report and recommendations have been under careful review with appropriate input solicited.

President Van Horn asked Interim Vice President Chris Purcell to update the Regents on the progress and plans for Goddard Health Center.

Dr. Purcell said President Van Horn asked that the Goddard Health Center Task Force recommendations be reviewed and that she initiate conversations with the Health Sciences Center about possible alliances for services. She and Dr. Brandt have met and there may be some promising possibilities. Dr. Purcell said she has also contacted local providers for information about what they might be willing and interested in offering.

She presented the following information on steps to be taken immediately to correct some of the problems:

1. Close the hospital facility at Goddard at the end of this semester and not provide that service at all. The Task Force had recommended the hospital be downsized from 54 beds to 10 beds. She said they will work with local providers on special rates for OU students. This would save approximately \$120,000 to \$140,000 per year.
2. Reduce the number of service hours for the after hours clinic which is currently open 24 hours. She said the clinic will be closed at 11:00 p.m. on weekdays and operated only from 8:00 a.m. to 5:00 p.m. on Saturday and Sunday. This reduction in service hours would provide a cost savings of about \$200,000 per year. She said very few patients visit the facility between 11:00 p.m. and 8:00 a.m. and that very few student health centers around the country offer a 24-hour service currently. Students requiring emergency services could be transported by the OU Security Department to the Norman Regional Hospital emergency room or to a local emergency center.
3. The Student Congress and Graduate Student Senate are looking at the basic student services offered at Goddard in order to prioritize and make recommendations on the most desired services to keep at Goddard. Dr. Purcell said there will be some cuts in some of those services.

No action was required on this report.

**OKLAHOMA CLIMATOLOGICAL SURVEY - ANNUAL REPORT**

The annual report of the Oklahoma Climatological Survey for the calendar year 1990 was included in the agenda for this meeting. The Climate Office of the State of Oklahoma was established by the Oklahoma State Legislature in 1979 as the Oklahoma Climatological Survey under the direction and supervision of the Board of Regents of The University of Oklahoma. The Survey was recreated by the 1988 Legislature to continue until July 1, 1994. The duties of the Oklahoma Climatological Survey as assigned by the Legislature are listed in the Act recreating the Survey on the last page of the report. This legislation also provides that the Director of the Survey shall present a report each year to the Board of Regents showing the progress, condition, and all other information which the Board may deem necessary.

Dean James F. Kimpel reviewed the report. He commented that during 1990 the Survey continued to expand on its legislative mandate to provide climatological services to the citizens of the State. The result was a nearly 9% increase in user services over 1989. He said the second mission of the Survey is research and during the year there were eight OCS publications and \$2.5 million in research grants capped off with the Mesonet grant.

No action was required on this report.

**PROFESSIONAL PRACTICE PLAN OPERATIONAL CHANGES**

At the January 23, 1991 meeting (page 22192), the Board of Regents authorized President Van Horn to take certain actions relating to Professional Practice Plan operational changes. Regent White invited Provost Rich and Dean Ed Brandt to present a status report on the changes.

Dr. Rich said they feel the various changes contemplated for the Professional Practice Plan are underway and going well. Dean Brandt said basically there has been agreement on the plan that he presented to the Health Sciences Center Committee at the meeting on February 14 with one addition and that is to form a committee to examine further changes that might be needed; in particular, to look at the concept of a limited structure corporation for the practice plan. The committee would include the President of the University, the Provost, the Dean, five members of the PPP Executive Committee, and two members elected at large. Dean Brandt reported that a memorandum is going out from him today to all of the faculty detailing all of the proposed changes. He said on the 12th through the 15th there will be faculty forums on a daily basis at staggered times during the day. On the 25th there will be a meeting of the full membership and there will be three votes. One vote would be on the bylaw changes to effect getting this into conformity with new IRS rules, (2) the outline of a retirement program for PPP income, and (3) to establish the committee he just mentioned to look at the other aspects. Dean Brandt said they anticipate coming to the Regents with very specific actions at the April meeting.

PROVISION AND ACQUISITION OF GOODS AND SERVICES POLICY

Research and service activities require the University to be responsive and competitive in a national marketplace. Responsive administrative approvals and documentation help to maintain a competitive edge. A proposed new policy on the provision and acquisition of goods and services recognizes the changes in the marketplace and the Board of Regents' broad governance responsibilities.

The policy changes are significant. A summary of the more significant changes is as follows:

1. The policy identifies two types of transactions involving goods and services. One is when the University is providing the goods or services for compensation and the other is when the University is acquiring goods or services for payment. This change is intended to clarify and allow for separate policies for each type of transaction.

2. Acquisition of goods and services and repair, renovation, and non-structural projects requiring Regents' prior approval is increased from \$35,000 to \$75,000. If competitive bids have been solicited and the low responsive bid is accepted, the level is increased from \$75,000 to \$100,000.

3. The dollar level for the provision of goods and services requiring Regents' prior approval is increased from \$35,000 to \$100,000.

4. A demonstrable emergency has been increased from \$150,000 to \$200,000 and the word financial was added (Section I-C). Essential fast track construction decisions were increased from \$150,000 to \$200,000 (Section V).

5. Dollar values which define the following levels of acquisition responsibilities have been increased:

	<u>Previous levels</u>	<u>New levels</u>
Competitive pricing not required	\$500	\$1,500
Documented competitive pricing	\$500 to \$5,000	\$1,500 to \$25,000
Written competitive bids	Over \$5,000	Over \$25,000
Regents' prior approval required	Over \$35,000	Over \$75,000
(a) If low bid	Over \$75,000	Over \$100,000

6. The current policy authorizes the President or the President's designees to approve the purchase of materials or merchandise for resale as defined in the existing policy. The proposed policy extends this authority to include repetitive purchase items such as utilities (Section I-B).

President Van Horn said the Board will be provided a quarterly report on purchases and the provision of services between the old and new levels requiring Board action.

The proposed Provision and Acquisition of Goods and Services Policy is:

I. Policy

All University funds are budgeted on an annual basis and these budgets are approved by the Board of Regents which establishes the goals and objectives in a detailed financial plan for the following year. The Board of Regents, cognizant that this is a large institution with a multi-dollar annual cash flow, realizes that substantial authority must be delegated to the chief executive officer of the institution in order to carry on the daily affairs of the institution. There are two types of transactions involving goods and services. One is when the University is providing the goods or services for compensation and the other is when the University is acquiring goods or services for payment.

A. Provisions of Goods and Services

The University provides a substantial volume of services for compensation. New contracts and proposals in excess of \$100,000 must be referred to the Board of Regents for approval. Contracts and grant proposals for \$100,000 or less may be approved by the President or his designee. Renewal contracts and renewal grants may be approved by the President or his designee for an amount equal to or less than the original amount approved by the Board of Regents. Contracts and grants approved by the Board of Regents containing subcontracts will not require Board approval to award purchase orders for the subcontracts. However, in the event the contract, grant, document or arrangement involved would establish or make policy for the University, or would otherwise involve a substantial or significant service to be performed by the University, that contract, arrangement or document shall be referred to the Board of Regents for approval.

B. Acquisition of Goods and Services

The University purchases a substantial volume of services and products annually and these products and services, including repair, renovation, and non-structural projects, shall be procured by competitive pricing which is defined in Section III of this policy. Purchase obligations for \$75,000 or less may be approved by the President or his designee. Purchase obligations, including change orders, in excess of \$75,000 must be referred to the Board of Regents for approval, except the President or the President's designee has the authority to award purchase orders and construction contracts up to, but not to exceed, \$100,000 where (a) competitive bids have been solicited, (b) more than one bid was received, and (c) the low responsive bid is selected. Purchases of utilities and merchandise for resale by the commissary, storeroom and other similar units may be approved by the President or his designee even if they exceed \$100,000. Recognizing the many thousands of small dollar value purchases, the University may utilize a system in which an individual purchase could range, for example, from \$1 to \$1,500 for each purchase, the cumulative sum during a one year period might be \$5,000, \$10,000 or total over \$100,000.

In order to achieve the best prices, repetitive purchase agreements are established to fix terms and discounts with specific vendors based on estimated annual purchases. Because the cumulative annual value is not known these agreements are not subject to the \$100,000 limitation. In no case, however, will a purchase be divided in order to reduce the value below \$100,000 in order to avoid the Board limitation. Formal bid requests may be submitted for approval to award to the lowest and best bid within 10% in excess of the estimated cost if approved by the Board of Regents. However, in the event the purchase obligation would establish or make policy for the University, or would otherwise involve a substantial or significant expenditure, that obligation shall be referred to the Board of Regents for approval.

#### C. Demonstrable Financial Emergency

The President shall have authority to approve a financial decision up to \$200,000 in the case of a demonstrable emergency. Whenever unusual purchases are being made or unusual methods of procurement are being used, regardless of the amount of authorization, the Board should be advised.

#### II. Procedure

It shall be the duty of the Vice Presidents for Administrative Affairs to recommend to the President the names of the individuals and/or the titles of positions, who should be authorized to enter into transactions and/or sign purchase orders, contracts, and agreements on behalf of the institution. The recommendation to the President shall include the nature of the authority delegated, the areas of activity to which it is limited, and the upper limit of the authority in terms of dollars. If the President accepts the recommendation of the Vice President for Administrative Affairs, the President shall endorse the recommendation. A copy of the form to be used by the Vice President for Administrative Affairs and by the President for this purpose is attached as Exhibit "A". The original of that form shall be forwarded to the individual to whom the authority is delegated; one copy shall be retained in the Office of the Executive Secretary of the Board of Regents.

It shall be the duty of the Offices of the Vice Presidents for Administrative Affairs to review at the commencement of each academic year all of the authorizations delegated for the prior year and prepare new authorizations containing the recommendation of Vice Presidents for Administrative Affairs to the President for delegations of authority for the ensuing year. All delegations of authority, regardless of their effective date, will expire on the first day of September of each year.

#### III. Competitive Pricing

Purchases for \$1,500 or less do not require documentation of competitive bidding; however, University employees shall exercise prudent judgment and obligations must meet University purchasing policies and funding requirements.

Purchases above \$1,500 and not exceeding \$25,000 shall be awarded by professional buyers. These awards shall be based on best value for the University and pricing shall be obtained on a competitive basis except for sole source items. The term competitive basis is intended to allow for utilization of new technology in communications, utilization of existing contracts obtained from competitive bids and from previous University competitive bids.

Purchases exceeding \$25,000 and not exceeding \$100,000 will be formal written competitive bids except for sole source items. Existing contracts such as cooperative associations and State contracts that meet the criteria for formal written bids may be used.

Purchases exceeding \$100,000 shall be formal written competitive bids except for sole source items.

#### IV. State Central Purchasing

The administration of the University will utilize State Central Purchasing only when it is determined to be in the best interests of the University. The University Purchasing Department shall develop the expertise to support University departments across the wide spectrum of goods and services which are purchased.

#### V. Policies on Fast Track Construction Projects

Authority to make financial decisions pertaining to the fast track construction projects previously approved by the Board of Regents shall be as follows:

A. The President of the University or the President's designee is authorized to approve routine financial decisions concerning fast track construction projects, not to exceed \$100,000.

B. The President of the University is authorized to make fast track construction decisions up to \$200,000 if the decision is essential to maintain or improve the construction schedule, or if the decision will be to the University's advantage economically. The Regents will be advised of these decisions at the regularly scheduled meetings.

C. The President of the University or the President's designee is authorized to sign amendments to the construction manager's contract so that the construction manager can proceed with the necessary, but unpredictable, basic preparation and demolition work on fast track construction projects, with each incremental amendment limited to \$20,000 and total amendments for one project not exceeding \$100,000.

VI. Minority Business Set Asides

The procedures for competitive bids may be modified when it is necessary to achieve a minority business goal under federal contracts covered by Public Law 95-507. In these instances, the respective campus Purchasing Directors may, at their discretion, set aside purchases for competition among minority firms when the following conditions exist:

- A. There is a sufficient number (3 or more) of minority vendors available to establish competitive prices.
- B. There is a past price history on the item or items being purchased.
- C. Set aside action is necessary in order to help meet the goals stated in the contract.

This procedure will be periodically reviewed to ensure that it is consistent with current provisions of Public Law 95-507.

President Van Horn recommended deletion of the current Fiscal Management Policy and adoption of a replacement policy titled Provision and Acquisition of Goods and Services as set forth above.

Vice President Farley called attention to a related proposal currently under consideration by the Oklahoma Legislature (House Bill 1637). He said if this Bill becomes law, it will provide for a minimum level of \$2,500 in order to require competitive bidding (\$1,500 is the dollar amount included in this proposed policy). Vice President Farley proposed that if the Bill becomes law, the \$1,500 figures in the first two paragraphs of Section III of the proposed policy be amended to concur with the new State law which will be \$2,500.

Regent Gullatt moved approval of President Van Horn's recommendation including the proposed amendment. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**LLOYD NOBLE CENTER ADDITION**

At the January 23 meeting, the Board of Regents awarded a contract in the amount of \$770,266 to GBM Construction Corporation for the construction of additional restroom and concession facilities at the Lloyd Noble Center. The contractor has started work on this part of the project.

An alternate which involved the installation of a curtain divider system was bid as a companion to the base proposal for the Lloyd Noble Center project. However, after careful review, the Board decided not to accept the alternate for this work. It was judged that a different curtain arrangement would better serve the University's needs.

Based on a review of the original proposal and additional input received from the Athletic Department and the Lloyd Noble Center management, a new scheme was developed. New plans and specifications were prepared and the project was advertised for bids on February 2, 1991. To provide additional flexibility, the new plans included two basic options and one of the options also included a series of three alternates.

The first option, which has been identified as Base Bid A, involves hanging an 80-foot wide by 36-foot tall curtain from a horizontal metal batten. The metal batten will be suspended from cables attached to an electric hoist mechanism located above the arena ceiling. The hoist mechanism will allow the batten to be lowered to the floor for either attaching or removing the curtain. By providing a large backdrop curtain for events being held on the arena floor, spectators will be encouraged to sit in seating areas located on the lower level of the east side of the arena rather than dispersing throughout the Center as they do at present.

The second option, Base Bid B, is similar to Base Bid A but involves a different and more expensive mechanism for lowering and raising the curtain. It involves the installation of an 80-foot wide by 52-foot tall curtain which rolls up or down on an electric powered roller. A roller mechanism and housing approximately 82 feet long and 20 inches square will be permanently suspended immediately below the arena ceiling.

In addition to the two base bids, there are three alternates to Base Bid A, the first option. Alternates A1, A2 and A3 will provide for the installation of electric hoist mechanisms at three additional locations in the Center to permit the batten and curtain provided by Base Bid A to be relocated and used at other locations. This proposal provides additional flexibility in adapting the Center for different types of events.

On February 26, 1991, the following bids were received:

	Capitol Stage Equipment Company, <u>Oklahoma City</u>	Oklahoma Automatic Door Company, Inc., <u>Oklahoma City</u>
<u>Base Bid A</u> - Curtain and Batten System (for Location 1)	\$ 17,897.00	\$ 39,900.00
Less Sales Tax Savings on Base Bid A	<u>( 1,133.78)</u>	<u>( 1,995.00)</u>
Net Base Bid A	\$ 16,763.22	\$ 37,905.00
 <u>Base Bid B</u> - Roller Curtain System	No Bid	\$ 57,885.00
Less Sales Tax Savings on Base Bid B	N/A	<u>( 2,894.00)</u>
Net Base Bid B	N/A	\$ 54,991.00



Capitol Stage Equipment Company, <u>Oklahoma City</u>	Oklahoma Automatic Door Company, Inc., <u>Oklahoma City</u>
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Alternate Bids (Net of Sales Tax):

Alternate No. 1 - Additional Electric Hoist Mechanism for Location 2	\$ 8,856.30	\$ 22,253.75
Alternate No. 2 - Additional Electric Hoist Mechanism for Location 3	\$ 8,856.30	\$ 22,253.75
Alternate No. 3 - Additional Electric Hoist Mechanism for Location 4	\$ 16,241.41	\$ 26,281.75

All of the bids have been reviewed by University staff including representatives of the Athletic Department and Lloyd Noble Center, and it is recommended that a contract be awarded to Capitol Stage Equipment Company of Oklahoma City, the low bidder, to accomplish the installation work included in Base Bid A.

It also has been determined that additional work is needed to install side screens composed of pipe frames and fabric panels along both the north and south edges of the upholstered seating areas located on the lower east side of the arena. These side screens will provide visual barriers and serve to isolate a section of the seating area in the arena from the remaining seating areas. Anchors for the screens will be set in the floor surface. The estimated cost of this portion of the curtain project is \$25,000. The estimated total cost of the curtain project including the base bid, the additional work needed to install the side screens and the associated fees and contingency allowances is \$51,763.

Additional plans and specifications are being prepared for the side screens. This work may be handled either as a change order to the existing construction contract or as a separate contract. It is requested that the Board of Regents authorize the President of the University to approve either the required change order or a separate contract for this work.

The previously estimated cost of the Lloyd Noble Center Addition project not including the curtain installation is \$1,022,452. The project budget needs to be increased by \$64,548 to \$1,087,000 to cover the costs of the curtain installation, an equipment allowance, additional University costs, and a small increase in the allowance for project modifications required to handle unforeseen conditions.

President Van Horn recommended that the Board of Regents (1) accept the bids received for the Lloyd Noble Center Curtain Divider System project, (2) award a contract in the amount of \$16,763.22 for the project to Capital

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Stage Equipment Company, the low bidder, (3) authorize the President of the University to approve either a change order or a separate contract for additional side screens with an estimated cost of approximately \$25,000, and (4) approve an adjustment in the budget for the Lloyd Noble Center Addition project to \$1,087,000.

After a brief discussion, Regent White asked for a delay in action on this matter until next month. He believes a more electronically operated curtain system would be desirable.

#### COMMITMENT OF ASSOCIATES FUNDS

Associates' funds to expand research and creative activity have helped the University to increase external grants and contracts for research contributions in these areas. These funds will be used to increase the ability of established research faculty to compete for external funding, provide "seed money" for faculty to establish their research programs, and encourage faculty to collaborate in research/creative activities.

Associates' funds in support of instructional innovation will be used to enhance undergraduate teaching, particularly in general education and introductory courses, and support proposals to initiate pilot projects designed to improve advising.

President Van Horn recommended that the Board of Regents approve the commitment of \$100,000 of University of Oklahoma Associates' funds for the Norman Campus to expand research and creative activity and \$100,000 to support instructional innovation at the undergraduate teaching level.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### REGENTS' AWARDS FOR OUTSTANDING JUNIORS

To honor and encourage excellence in leadership and service, the Board of Regents presents to approximately 12 OU juniors each year the Regents' Award for Outstanding Juniors. These awards are given to students on the basis of leadership, service to the University, involvement in campus activities, and satisfactory academic progress. Recipients must have completed 72 credit hours and submit a one-page essay on leadership and teamwork. The recipients receive a certificate and a gold ring with the OU seal engraved on it. In addition, the names of each year's honorees are engraved on a permanent plaque located in the Oklahoma Memorial Union on the Norman Campus and in the Health Sciences Library in Oklahoma City. The winners are selected by a committee appointed by the President comprised of three students, two faculty, and two staff.

The names of the students selected are:

Victoria Leigh Allred  
John A. Basinger  
Stacie Lane Bell  
Suma Gollahalli  
Craig A. Kendall  
Amber Lynn Kragh  
Karen K. Kubicek  
Tami Renea Osborn  
Cynthia B. Pham  
Betty Kathryn "Katy" Quinn  
Melinda Anne Sossamon (Mendi)  
Christopher D. Williams

President Van Horn recommended that the Board of Regents approve the students selected to receive the 1991 Regents' Awards for Outstanding Juniors.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### PHYSICAL SCIENCES RENOVATION PROJECT - ARCHITECTURAL CONTRACT

The Board of Regents authorized a project involving the renovation of approximately 9,000 net assignable square feet of existing classroom and office space in the Physical Sciences Center for use as research and graduate teaching laboratories and faculty offices for Chemistry and Biochemistry at their meeting in June 1990. A total budget of \$665,000 in Section 13 and New College Funds was approved for this project and it was included in the Campus Master Plan of Capital Improvement Projects.

During the fall, additional studies were completed and it was determined that a total of 20,000 net assignable square feet of space is required by the Department of Chemistry and Biochemistry to provide needed additional research laboratory space. As a result, a second project was developed and included in the Campus Master Plan of Capital Improvement Projects which was approved by the Board of Regents at the meeting in December 1990. The Board also approved a recommendation to select architects and to develop plans for both of the projects at one time so that the required renovation can be accomplished in phases at the least total cost. Based on detailed information obtained from the Department of Chemistry and Biochemistry, it is anticipated that the first phase of construction will involve approximately 6,650 net assignable square feet of research space with approximately 17,450 net assignable square feet of research space contained in the second phase. The budget for the first phase of the project is \$665,000. The budget for the second phase of the project is \$1,540,000. The estimated combined budget for both phases is \$2,205,000.

At the meeting in January 1991, the Board placed the five firms which were under consideration as architects and engineers for the Physical Sciences Center Renovation project in rank order and authorized the administration to negotiate the terms of a contract and a fee for professional services. Rees Associates, Inc., architects and engineers, were ranked first by the Board.

A preliminary agreement has been reached and terms of a proposed contract for professional services have been developed. Rees Associates, Inc. has requested a fee of \$40,000 to prepare a feasibility study and master plan for both phases of the project which will include field verification of the existing plumbing, mechanical and electrical systems and the development of schematic plans, construction cost estimates, phasing plans and schedules for both phases of the combined project.

Rees Associates, Inc. also has agreed to provide the required professional design and engineering services including the preparation of architectural design development documents, contract documents (final plans and specifications), and bidding and award of construction contract services for Phase I for a fixed fee of \$46,800. The firm also has agreed to provide construction observation and administration services on Phase I for a fee of \$21,700.

President Van Horn recommended that the Board of Regents approve the award of an architectural and engineering services contract to Rees Associates, Inc. for (1) the preparation of a feasibility study and master plan for both Phase I and Phase II of the Physical Sciences Center Renovation project at a fee of \$40,000, (2) the preparation of final plans and specifications for Phase I of the project with a fixed fee of \$46,800, (3) the provision of Phase I construction administration services at a fixed fee of \$21,700, and (4) authorize the President of the University to execute the contract.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### **BOTANY-MICROBIOLOGY RESEARCH LABORATORIES**

The Botany-Microbiology Research Laboratories project consists of the renovation of existing research laboratories in the Botany-Microbiology Building. The project involves the use of both new and existing laboratory casework and the installation of a fume hood and new laboratory support systems. This renovation will create research laboratories and support space for the new Plant Growth Facility at an estimated total cost of \$125,000. This project will provide research facilities for Dr. Karel Schubert, the recently appointed George Lynn Cross Professor of Botany and Microbiology. It will provide space for biotechnology research and graduate student teaching.

The previously authorized Microscopy Laboratory Floor Renovation project, which is located in the Botany-Microbiology Building, has been completed. It now is proposed that the remaining project funds in the amount of \$35,000 be reallocated for the initial phase of laboratory renovation work in the basement of the Botany-Microbiology Building.

The additional funding required for completion of the Botany-Microbiology Research Laboratories project is to be obtained from a National Science Foundation grant which will be submitted in the near future and, if necessary, from other University funds.

President Van Horn recommended that the Board of Regents approve: (1) a plan to renovate space for research laboratories in the Botany-Microbiology Building at an estimated cost of \$125,000, (2) the addition of the Botany-Microbiology Research Laboratories project to the Campus Master Plan of Capital Improvement Projects, and (3) a reallocation of \$35,000 in Section 13 and New College Funds from the completed Microscopy Laboratory Floor Renovation project to the new project.

Regent West moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### ROY GUFFEY FOUNTAIN - SARKEYS ENERGY CENTER

The Guffey family of Dallas, Texas has agreed to contribute \$200,000 to the University for the construction of the Roy Guffey Fountain at the Sarkeys Energy Center.

As a part of the original design of the Sarkeys Energy Center, a fountain was proposed which was to be located south of the Academic Tower as a main feature of the Plaza. However, funds were not available and the work associated with the fountain element was not included in the final plans for the Energy Center. With this gift, the University now has the opportunity to complete the original design concept and to add to the beauty of the plaza by the installation of an appropriate fountain which will be named in honor of Roy Guffey.

President Van Horn recommended that the Board of Regents (1) accept with appreciation the \$200,000 gift from the Guffey family for the construction of the Roy Guffey Fountain at the Sarkeys Energy Center, (2) approve the project with a project budget of \$200,000, (3) authorize the addition of the project to the Campus Master Plan for Capital Improvements, and (4) authorize The Benham Group to prepare a design and contract documents for the fountain under the terms and conditions of the extra services provisions of their contract with the University.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### DERMATOLOGY CLINIC ADDITION

The Health Sciences Center wishes to proceed with the Dermatology Clinic Addition at an estimated cost of \$314,000. At the December 1990 meeting, the Board of Regents approved revision to the Campus Master Plan of Capital Improvement Projects which included the Dermatology Clinic Addition as a nonstate-funded project.

The Department of Dermatology wishes to expand the Clinic, originally constructed in 1970. Existing clinic space is inadequate for the number of residents trained and patients served. The clinic sees approximately 20,000 patients annually and soon the Department will fill the Carl Herzog Chair in Dermatology. The Dermatology Clinic Addition will include (1) expansion of the existing surface parking lot from 50 to 80 spaces and (2) a 2,600 gross square foot addition to the first floor bringing the total gross square feet of the building to 11,400. The clinic addition will include five examination rooms, minor surgery suite, surgery waiting areas and a service area. Architectural and Engineering Services is responsible for project design.

The project will be implemented and funded in two phases. First, the surface parking lot expansion will be completed at an estimated cost of \$26,000 using funds currently available in the Dermatology Building Fund, #A3772. Secondly, the construction of the Clinic Addition will be completed at an estimated cost of \$288,000 using funds which are available in Dermatology Building #A3772, Institute of Dermatology Funds at The University of Oklahoma Foundation in #50242, Dermatology Reserves in #A172 and Dermatology Surgery Funds in #A572. The project funds include private donations and College of Medicine Professional Practice Plan funds.

The plan for the Dermatology Building Addition and surface parking addition was provided.

President Van Horn recommended that the Board of Regents (1) approve the plans for the Dermatology Clinic Addition at an estimated total cost of \$314,000, (2) authorize the use of private funds and College of Medicine Professional Practice Plan funds for the project, and (3) authorize the administration to advertise for construction bids.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**MAX WESTHEIMER AIRPORT RUNWAY RECONSTRUCTION PROJECT**

At the July 24, 1986 meeting, the Board of Regents accepted the Max Westheimer Airpark Master Plan as a guide for future development and improvement of the airport. The reconstruction and overlaying of Runway 3/21 is one of the specific projects included in the master plan. Runway 3/21 has begun to deteriorate and improvements are required at this time to maintain the runway and to insure the continued safety of airport users. The project includes the reconstruction of deteriorated asphalt areas, the placement of an asphalt overlay the full length of the runway, a sealcoat, new runway marking, and construction of a short section of new taxiway. This project is needed following the completion of work on the reconstruction of Runway 17/35.

The estimated total cost for this project is \$925,000. It is anticipated that the Federal Aviation Administration (FAA) will provide approximately 90 percent of the required funding. Also, depending on project timing and funding requirements, \$50,000 probably will be available from the Oklahoma Aeronautics Commission. If awarded, this grant will be used as a part of the University's matching funds. A preapplication for federal funds has been submitted to the FAA and there are indications that funding may be available before the end of the current federal fiscal year or during the next fiscal year. In order to be prepared to take advantage of available funds, to complete the required applications, and to proceed with the project on a timely basis, the University needs to have professional engineering assistance. Preliminary planning work should be initiated in the near future. The necessary Airport funds are available to cover the costs associated with the engineering work.

President Van Horn recommended that the Board of Regents (1) approve a project to reconstruct and overlay Runway 3/21 in accordance with the current airport master plan at an estimated cost of \$925,000, (2) authorize the addition of this project to the University's Campus Master Plan of Capital Improvement Projects, and (3) authorize the administration to begin the process of selecting an engineer to prepare plans and specifications for the project.

Regent West moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**MODIFICATION OF AGREEMENT FOR TECHNOLOGY LICENSING - MEMORIAL DRIVE CONSULTANTS**

At its July 1990 meeting, the Board of Regents approved an agreement with Memorial Drive Consultants under which the president of that firm, Dr. William J. Byrd, would undertake to identify potential licensees for Professor Ronald Kline's invention, "Equipment and Methodology For the Non-destructive Determination of Fiber Volume Fraction in Composite Laminates".

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The agreement gave Byrd the right to seek licensees in Japan, Taiwan and Korea for a six-month period. Subsequently the Board approved a modification of that agreement which extended Byrd's territory to include the United States and Europe and extended the time period for 90 days.

Dr. Byrd has made contacts with a number of companies in Japan, Europe and the United States. None of these contacts have developed to the point of negotiation of a license, but Dr. Byrd wishes to have additional time to develop these prospects. Considering his level of activity to date, it appears to be in the best interests of the University that he be given additional time.

This request to modify the agreement has been reviewed and approved by the Office of Legal Counsel and has been signed by Dr. Byrd.

President Van Horn recommended that the Board of Regents approve a change to the commission agreement with Memorial Drive Consultants, Inc. which would extend the term of Memorial Drive Consultants' agreement for six months.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### MODIFICATION OF AGREEMENT FOR TECHNOLOGY LICENSING - FREENEY AND LAMBERT

At its April 1990 meeting, the Board of Regents approved an agreement under which Dr. Charles Freeney and Dr. Sheldon Lambert are undertaking to find licensees for certain technologies owned by the University. The Board subsequently approved an extension of this agreement to March 1991. Under this agreement, Freeney and Lambert have made contacts with a number of companies. Several companies have executed secrecy agreements with the University as a result of those contacts and a number have visited the University to receive information on technologies.

Additionally, the University is in the process of negotiating a license with a Missouri-based company to make, use, and sell the Aerobic/Anaerobic Biodegradation Potential Assay.

Freeney and Lambert have requested an extension of their agreement for a year to pursue additional licensees and also authority to seek licensees for the additional technology.

This action has been reviewed and approved by the Office of Legal Counsel.

President Van Horn recommended that the Board of Regents (1) approve an extension for one year of the commission agreement under which Dr. Charles Freeney and Dr. Sheldon Lambert are undertaking to find licensees for certain



technologies owned by the University, (2) approve addition of a technology, "Molybdenum Catalyzed Allylic Oxamination of Olefins," to those for which Freeney and Lambert are authorized to seek licensees, and (3) authorize the President to execute the appropriate documents.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### LICENSE AGREEMENT WITH ANALYTICAL BIOCHEMISTRY LABORATORIES

Analytical Biochemistry Laboratories, Inc. (ABC) is an independent research services and instrument manufacturing company based in Columbia, Missouri. The company was founded in 1968. According to their audited 1990 financial statements they had Fiscal Year 1990 sales of \$12,700,000, which was approximately double the sales of two years previously, and had assets of approximately \$9 million. The company expects to have sales of between \$16.5 and \$17 million in the current fiscal year, and assets of approximately \$12 million. The company is actively seeking new products.

Associate Professor Joseph M. Suflita, Botany/Microbiology, and a research associate, Mr. Frank Concannon, invented and disclosed to the University a device entitled, "Aerobic/Anaerobic Biodegradation Assay." The rights to this invention belong to the Board of Regents under the Patent Policy. A patent application has been drafted and will be filed shortly.

ABC desires to be licensed to make, use and sell the Assay. A license has been drafted by Mr. Charles A. Coddington and reviewed by the Legal Office. ABC has approved the license agreement and has signed it.

The salient features of the agreement are as follows:

OU grants to ABC the exclusive world-wide right to make, use and sell services or devices based on the Suflita invention. ABC is required to exercise due diligence to effect the introduction of products into the US market as soon as possible. Suflita and Concannon will effect the transfer of the technology to the company on behalf of the University.

ABC will pay to OU upon execution a nonrefundable license fee of \$5,000.

ABC will pay OU a running royalty equal to 7 percent of net sales. The 7 percent has two components, a 5 percent patent royalty and a 2 percent technology royalty. If OU should not get a patent ABC would not be liable for the patent royalty.

ABC will pay OU, beginning with the results of calendar year 1993, a minimum royalty of the greater of \$7,000 or 7 percent of 75 percent of previous year's sales.

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The agreement can be terminated by mutual consent, by OU for breach, or by exercise of a termination option by ABC on or before November 1, 1994 for termination effective January 1, 1995.

ABC was brought to the University by Drs. Sheldon Lambert and Charles Freaney under the terms of the Commission Agreement between them and the University. The University is obligated to pay them 30 percent of any monies received by the University on this project.

The Legal Office has reviewed and approved this agreement.

President Van Horn recommended that the Board of Regents approve a license agreement with Analytical Biochemistry Laboratories, Inc. for the company to make, use and sell services and instruments based on the Suflita invention, "Aerobic/Anaerobic Biodegradation Assay," the rights to which are owned by the Board of Regents and authorize the President to execute the agreement.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### THE UNIVERSITY OF OKLAHOMA RETIREES ASSOCIATION

Because of continuing interest in the affairs of the University and in maintaining active ties to it and all the members of its community, President Van Horn said a group of OU's retired faculty and staff have requested formal approval and recognition of the establishment of a Retirees Association. The purpose of the Association is to benefit the University and the retired faculty and staff comprising its membership. Activities will include, but not be limited to, assistance in fulfilling University goals and objectives, assistance in fund-raising and student recruiting activities, providing informational and social opportunities for retirees, participating in appropriate University organizations, and such other services as may be requested by the University or the Association membership. It will not function as a lobbying organization for the benefit of its members. All persons meeting the University's policy requirements for retirement from active service will be eligible for membership at their option.

President Van Horn said the constitution and bylaws have been reviewed by University Legal Counsel and approved. They are presented as Exhibit B attached hereto.

President Van Horn recommended that the Board of Regents (1) approve the establishment of The University of Oklahoma Retirees Association, (2) approve the constitution and bylaws of the organization, and (3) authorize the President to approve changes in the constitution and bylaws in the future that do not change the purpose or role of the Association.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### PURCHASE OF CARDIAC ULTRASOUND UNIT

Oklahoma Memorial Hospital currently has two cardiac ultrasound units: an Irex Meridian and an Aloka. A new cardiac ultrasound unit is needed to replace the Irex Meridian. This unit does not have cine-loop, color or transesophageal capabilities. Cine-loop is used for timing valvular lesions and assessing wall motion. The color Doppler provides quantification of regurgitant valvular disease. Transesophageal echocardiography is a very sensitive technique and the only technique used to look for clot formation after radio-frequency ablations. It is the most reliable test for detection of vegetations on heart valves from bacterial endocardites. Transesophageal echocardiography is currently the only method to evaluate the heart in the operating room after valve replacement. It is used to look for leaks from the new valve before the chest is closed. It is the best test to evaluate leaks of replacement heart valves to rule out vegetations/clots of the valve.

The Aloka is the unit used to do all of the color Doppler, transesophageal echoes, and portable echocardiograms. The demand on this one unit is constant so very little machine scan time is left for research purposes. This laboratory is in the process of starting several research projects including chemical stress echocardiography, exercise echocardiography and transesophageal chemical stress echocardiography. Only a handful of institutions are capable of this kind of research. We intend to be one of them.

The purchase of a new cardiac ultrasound unit would allow twice the time now available to evaluate these patients with special needs, to work in new areas like the operating room or catheterizations laboratory, and a chance to improve the quality of cardiology research.

Rationale for purchase of the Acuson Cardiac Ultrasound is as follows:

1. The bid specifies a minimum of 128 channels on transmitting and 128 channels on receiving for each scan-head/transducer bid. The Hewlett Packard 2.5 Mhz scan-head/transducer has only 64 channel capability as identified in their letter of quotation. Lower frequency transducers are necessary because of their ability to penetrate deeper into the adult chest.
2. The bid specifies an RS232 serial port so that information obtained by the ultrasound unit may be transferred to our cine-loop reviewer. This permits the ultrasound to be used for another patient care procedure while the

physician evaluates the past patient without tying up the cardiac ultrasound. Hewlett Packard states that they do not have this capability. To purchase a cardiac ultrasound without this feature would greatly diminish its direct patient contact time.

The two limitations identified above would greatly hamper the diagnostic quality and utilization of the cardiac ultrasound.

Responsive bids received were as follows:

Acuson Corporation	
Mountain View, California	\$170,950
Options (a) Sony Color Page Printer	9,200
(b) Kowa Strip Chart Recorder	10,500
Hewlett Packard Company	\$179,010
Oklahoma City	

The administration recommends a purchase order be awarded to Acuson Corporation for \$170,950 for the cardiac ultrasound with the option of the Kowa strip chart recorder, \$10,500, for a total award price of \$181,450.

Funds are available for this purchase in Oklahoma Teaching Hospital Medical Development Program account #A0001191.

President Van Horn recommended that the Board of Regents authorize the award of a purchase order to Acuson Corporation for the purchase of a Cardiac Ultrasound Unit in the amount of \$181,450.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**PURCHASE OF ANESTHESIA EQUIPMENT**

Patient care in a teaching hospital is critical for medical education and research. A development program is in place with the hospital to provide for critical needs. A new anesthesia machine is needed to replace an existing one. The existing machine's service contract has been discontinued. The new machine will prevent the hospital from reducing its patient surgical caseload due to a lack of anesthesia equipment.

Responsive bids were received from the following:

Anesthesia Services	\$82,506
Oklahoma City	

North American Drager Telford, Pennsylvania	\$86,532
Ohmeda Madison, Wisconsin	\$86,258

The administration requests authorization to award a purchase order to Anesthesia Services in the amount of \$82,506 for the low bid that meets the required specifications. Funds for this purchase are available in the Oklahoma Teaching Hospital Medical Development Program account #A0001191.

President Van Horn recommended that the Board of Regents authorize the award of a purchase order to Anesthesia Services for anesthesia equipment in the amount of \$82,506.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### PURCHASE OF COMPUTING EQUIPMENT

Because of the number of personal computer users, the need for technical support, and educational discounts offered direct from manufacturers to universities, the University is moving toward standardization with IBM and Apple personal computing products. Such standardization will provide departmental staff and faculty with full service which includes equipment installation, warranty service, technical support, parts and repairs.

The proposal will provide equipment and service to academic departments and research programs in a responsive time frame.

To insure the University will receive the best price and support either direct from the manufacturer or a distributor authorized by the manufacturer, requests for proposals (RFP) have been sent for both IBM and Apple products and services. The main criteria of the RFP includes the following:

1. The contract may be renewed on a fiscal year basis for five years.
2. Suggested retail prices, University prices, terms, service offers, delivery, warranties and support for both repairs and technical assistance. The proposals included training and training materials at no fee.

- 3. The vendor will offer licensed programs, diagnostic hardware and software, non-IBM or non-Apple programs, components, exchange modules, services and new products. In addition, engineering changes during the warranty period are to be provided without charge.
- 4. The RFP suggested one or multiple discounts.

Requests for proposals for IBM products were sent to eight firms and requests for proposals for Apple products were sent to five firms. Two firms responded to both proposals. Award criteria was based on specifications for an all or none contract. The IBM Corporation and Apple Computer, Inc. were the only firms responding to all requirements for these two product lines. It is anticipated that the University will require purchases of personal computing hardware, software products and services in approximately the following amounts for the above period:

<u>Brand</u>	<u>Amount</u>	<u>Discounts</u>
IBM	\$974,000	40-74 percent
Apple	\$493,000	29-56 percent

The administration requests authorization to issue contract purchase orders with the best source for IBM and Apple personal computer products enabling support personnel to respond to customer needs without delay and decrease documentation by placing orders via electronic data interchange on an as-needed basis.

President Van Horn recommended that the Board of Regents authorize awarding purchase orders to IBM Corporation in the estimated amount of \$974,000 and to Apple Computer, Inc. in the estimated amount of \$493,000 for personal computing hardware, software and services on an as-needed basis for the period beginning March 1, 1991 through February 28, 1992.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**PURCHASE OF PATIENT BILLING AND ACCOUNTS RECEIVABLE SYSTEM**

A recommendation was included in the agenda for this meeting on the purchase of a patient billing and accounts receivable system for eight clinical departments of the College of Medicine. Vice President Farley and President Van Horn requested this item be removed from consideration and there was no objection.

**RENOVATION OF ELEVATORS IN WALKER TOWER**

The existing elevators in Walker Tower are 24 years old. Breakdowns are frequent, and repair parts are expensive and difficult to obtain. Current elevator technology provides a faster service response and is easier to service and maintain. Improvement of elevators was the number one priority on the list submitted by students living in the dormitories. Walker Tower is a multi-story dormitory on Asp Avenue one block south of Lindsey Street.

A technical analysis of the equipment data from the bids received shows that, if three elevators are renovated, initially they will be able to move almost as many students as are presently moved with all five existing elevators in Walker Tower. The new drive system and door operator will also incorporate all current safety codes and allow for modernization of the remaining two elevators at a future date.

The funds for this project are available in Housing Account 175-118.

Bids were received as follows:

<u>Company Name</u>	<u>Bid Price</u>
Montgomery Elevator Co. Oklahoma City	\$203,660
Schindler Elevator Corp. Dallas	\$261,200
Mid-Western Elevator, Inc. Oklahoma City	\$290,357

President Van Horn recommended that the Board of Regents approve the award of a purchase order to Montgomery Elevator Company in the amount of \$203,660 to furnish all labor, material and equipment necessary to renovate three elevators in Walker Tower by installing a new solid state, micro-processor-based power control system and associated components.

Regent West moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**UNDERGROUND FUEL OIL STORAGE FACILITY**

The University Power Plant supplies heating, cooling, and electrical power to Norman Campus facilities. It has the capability to operate on fuel oil as well as natural gas. The University's contract with Oklahoma Natural Gas Company (ONG) to deliver natural gas at the lowest possible rate requires a minimum ten-day back-up supply of fuel oil in the event ONG is unable to maintain service due to a natural disaster, equipment failure, supply problems,

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severe weather, or other unforeseen emergency. According to ONG's Director of Industrial Marketing, the added cost of firm gas (gas supply that could not be curtailed) for the past 12 months would have been approximately \$407,000.00. The University is proposing to construct four underground tanks of 25,000 gallons each and contract with a supplier for an additional 100,000 gallons on an emergency basis should the need arise.

ONG did put the University on standby in December of 1989 and 1990 for a possible gas curtailment. The University also had a gas curtailment during freezing weather in 1980 requiring a switch from gas to fuel oil to maintain normal heating in University facilities.

The University is currently not in compliance with the ten-day alternate fuel requirement because the old underground storage system located in the Motor Pool compound is no longer usable. Physical deterioration of the tanks has caused them to leak into the ground. Therefore, the fuel oil has been removed and they will have to be decommissioned in accordance with applicable EPA regulations. The proposed new system meets all current and pending requirements of the EPA and the Oklahoma Corporation Commission.

If a natural disaster or curtailment of natural gas supply did occur and we could not keep the plant on line during winter, the damage to our facilities could possibly total millions of dollars, and it would take months to make all necessary repairs. There would also be an impact on a number of research activities that rely on constant temperature control. Operation of heat sensitive electronic equipment such as the electron microprobe, the electron microscope, and the x-ray diffractometer, as well as the various college computer network systems would be seriously affected by lack of temperature control. Programs involving almost any tissue culture, biotechnology research, and research involving animals utilized by the Departments of Zoology and Psychology would also be adversely affected.

The cost of this proposed back-up system for a ten-day reserve supply is only 5.6% of the annual utility bill for the University and the expected life of the tanks would be at least 50 years. In anticipation of this need, the funds have been reserved over a number of years and are available from the Utility System Capital Renewal Reserve Account 147-609.

Bids were received as follows:

<u>Company Name</u>	<u>Oil Reserve Quantity</u>	<u>Bid Price</u>
The Southern Company Ft. Smith, Arkansas	Base Bid (200,000 gallons)	\$575,431.00
	Alternate #1 (150,000 gallons)	475,716.00
	Alternate #2 (100,000 gallons)	341,716.00
	Alternate #3 ( 50,000 gallons)	170,858.00



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<u>Company Name</u>	<u>Oil Reserve Quantity</u>	<u>Bid Price</u>
Les Gray & Company Garland, Texas	Base Bid (200,000 gallons)	\$599,028.00
	Alternate #1 (150,000 gallons)	493,500.00
	Alternate #2 (100,000 gallons)	336,000.00
	Alternate #3 ( 50,000 gallons)	178,500.00
Hoidale Co., Inc. Oklahoma City	Base Bid (200,000 gallons)	\$674,470.17
	Alternate #1 (150,000 gallons)	571,650.13
	Alternate #2 (100,000 gallons)	467,713.29
	Alternate #3 ( 50,000 gallons)	367,876.09
Shawnee Construction Co. Shawnee	Base Bid (200,000 gallons)	\$690,300.00
	Alternate #1 (150,000 gallons)	459,490.00
	Alternate #2 (100,000 gallons)	No Bid
	Alternate #3 ( 50,000 gallons)	210,400.00
Petroleum Marketers Equipment Co., Inc. Oklahoma City	Base Bid (200,000 gallons)	\$699,900.00
	Alternate #1 (150,000 gallons)	558,900.00
	Alternate #2 (100,000 gallons)	419,900.00
	Alternate #3 ( 50,000 gallons)	284,900.00

President Van Horn recommended that the Board of Regents approve the award of a purchase order to Les Gray & Company in the amount of \$336,000.00 to furnish all labor, material, and equipment necessary to construct a 100,000 gallon underground fuel oil storage facility.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### UTILITY EASEMENT FOR FAMILY MEDICINE BUILDING

It is expected that funding will be completed this year for the construction of the new Family Medicine Building at the Health Sciences Center.

In order for the Oklahoma Gas and Electric Company to install and maintain the electrical system necessary to serve this building, it is necessary to grant a utility easement 20 feet in width across property owned by the Board of Regents extending south of the south line of N.E. 10th Street to the new building site.

A legal description of the proposed easement is:

*This easement shall consist of a Twenty (20) foot wide strip, piece or parcel of land being Ten (10) feet either side of the following described centerline:*

*A part of Lot 3 and 24, Block 2, Park Subdivision of Oak Park Addition, the alley adjacent thereto, and a part of NE 10th Street, all in Oklahoma City, Oklahoma County, Oklahoma, being more particularly described as follows:*

*Commencing at the NW corner of Block 8, Oak Park Addition; Thence N00°04'47"W a distance of 27.70 feet; Thence S89°47'37"E a distance of 820.00 feet to a point 20 feet West of the East line of Lot 3, Block 2, Park Subdivision of Oak Park Addition extended; said point being the point or place of beginning; Thence S00°04'41"E parallel to and 20 feet West of the East line of Lots 3 and 24 of said Block 2, Park Subdivision of Oak Park Addition a distance of 260 feet to the point or place of ending.*

This has been reviewed and approved by the Health Sciences Center Building Maintenance and Utility Department and Legal Counsel.

President Van Horn recommended that the Board of Regents (1) approve granting a utility easement across University property to the Oklahoma Gas and Electric Company in order to serve the Family Medicine Building to be constructed on the south side of N.E. 10th Street in Oklahoma City, and (2) authorize the President to execute the appropriate documents.

Regent Blankenship moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### COLLEGE AWARDS FOR FACULTY AND STAFF

Colleges may have private funds that the colleges choose to use for faculty and staff awards. Some of these private funds have been designated specifically for faculty and/or staff awards. These awards are administered separately by the colleges and the awards are not related to the campus-wide awards that are annually given for teaching, research and service. The following policy, designed to address various legal, equity and procedural issues associated with these awards, was adopted at the December 1990 meeting for the Norman Campus.

*Colleges that wish to give faculty or staff merit awards for outstanding performance using private funds must secure Provost approval of the selection procedure and the amount of awards prior to any advertising or announcement. As a general rule, awards are given once a year and are limited to less than 10 percent of the recipient's salary. Annual deadlines will be established for the submission of criteria and awards. Announcements of recipients will not be made until the*

President has approved the annual recommendation. These awards will be made from absolutely unrestricted funds or funds designated specifically for faculty/staff awards. Recipients will be issued an IRS Form 1099 with the payment from the OU Foundation.

The extension of the policy to include the entire University is proposed.

President Van Horn recommended that the administrative policy approved by the Board of Regents in December 1990 for Norman Campus college awards for faculty and staff be extended to include the entire University.

Regent West moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

PROPOSALS, CONTRACTS, AND GRANTS

Summaries of proposals for research and training contracts and grants for the Norman Campus and for the Health Sciences Center for December, 1990 and January, 1991 were included in the agenda for this meeting. A list of all contracts executed during this same period of time on proposals previously reported was also included.

A summary of the information presented and fiscal year 1990 and fiscal year 1991 month and year-to-date data is as follows:

	<u>Fiscal Year 1991</u>		<u>Fiscal Year 1990</u>	
	<u>December</u>	<u>Year-to-Date</u>	<u>December</u>	<u>Year-to-Date</u>
	<u>and January</u>		<u>and January</u>	
<u>Norman Campus</u>				
Proposals Submitted	\$36,110,927	\$204,273,190*	\$13,098,667	\$52,037,649
Grant & Contract Awards	8,830,475	27,899,783	2,363,929	20,839,464
Total Expenditures	6,587,239	24,801,201	6,465,287	24,164,568
Total Projected FY 91				
Expenditures and FY 90				
Actual Expenditures	\$ 43,300,000		\$42,668,351	

\*Includes \$109,969,564 FAA Air Traffic Control Instructional Services and Curriculum Development Program, 10/1/90 - 9/30/95  
Proposed FY 91 Amount is \$22,187,344

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	<u>Fiscal Year 1991</u>		<u>Fiscal Year 1990</u>	
	<u>December</u>	<u>Year-to-Date</u>	<u>December</u>	<u>Year-to-Date</u>
	<u>and January</u>		<u>and January</u>	
<u>Health Sciences Center</u>				
Proposals Submitted	\$ 9,200,846	\$ 26,765,798	\$12,271,854	\$29,529,072
Grant & Contract Awards	3,323,765	19,596,281	3,485,751	18,939,957
Total Expenditures	3,867,205	13,561,001	3,288,585	10,926,224
		=====		=====
Total Projected FY 91 Expenditures and FY 90 Actual Expenditures		\$ 22,798,277		\$20,725,706

President Van Horn recommended that the President of the University or the President's designees be authorized to execute contracts on the pending proposals as negotiations are completed. The contract budgets may differ from the proposed amounts, he said, depending on these negotiations.

Regent Hogan moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

#### PROFESSIONAL SERVICE AGREEMENTS

The following professional service and residency agreements are proposed:

##### Professional Services

Department of Surgery and Veteran's Administration \$47,673

NEW - Personnel Services for Daniel J. Brackett - Research Biologist. Veteran's Administration will reimburse OU for such services. The term of this contract is from November 1, 1990 through September 30, 1991. Funds will be deposited and expended through account A0000082 - PPP-Surgery Administrative.

Department of Pediatrics and Oklahoma Medical Center \$36,000

RENEW - Addendum to original contract increasing value of contract from \$27,000 to \$36,000, therefore requiring Regents' action. This contract is to provide multi-disciplinary evaluations and treatment planning for 90 children age two through mid-adolescence with handicapping conditions and complex social-emotional behavior problems referred by the Oklahoma Area IHS/Tribal health delivery system. The term of this contract is from July 1, 1990 through June 30, 1991. Funds will be deposited and expended through account A0000079, PPP-Pediatrics.

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Residency Agreement

Department of Family Practice, College of Medicine, Tulsa and  
Jane Phillips Episcopal Memorial Medical Center \$224,913

NEW - Jane Phillips desires to assist in the academic and fiscal integrity of the Department of Family Practice and recognizes this medical education program as a vital community and State asset and can provide learning experiences for resident physicians. The resident physicians will provide needed patient care at Jane Phillips. The term of this contract is from July 1, 1991 through June 30, 1992. Funds will be deposited and expended through account A9330105, Student Organized Family Practice Residency-Bartlesville.

The proposed agreements have been reviewed by University Counsel.

President Van Horn recommended approval of the professional service agreements as shown above.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**INTERNAL AUDIT FINDINGS**

The Internal Audit Policy of the Board of Regents provides that the Director of Internal Auditing makes quarterly reports to the Regents on internal audits and post audits that have been completed since his last report. The policy also provides that the Director of Internal Auditing has the opportunity at each Regents' meeting to report on any condition which in his judgment could adversely affect the University. Mr. John Eckert, Director of Internal Auditing, did not have any significant findings to report at this meeting.

**RENEWAL OF PROFESSIONAL SERVICE AGREEMENTS**

The Fiscal Management Policy of the Board of Regents delegates to the President or his designees the authority to renew professional service agreements when the level of service and the dollar value are substantially the same.

Since the last Board meeting, President Van Horn reported the following professional service agreements at the Health Sciences Center have been renewed:

Department of Pediatrics (APNEA) and the  
Oklahoma Medical Center \$120,000

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Nuclear Pharmacy and the Department of Veterans Affairs	<u>85,736</u>
	\$205,736

No action was required on this report.

#### COLLEGE OF MEDICINE ADMISSION REQUIREMENTS

At the September, 1990 meeting the Board of Regents approved a change in the Social Science prerequisite for admission to the College of Medicine for the class entering in fall 1992. The current Social Science prerequisite of two semesters of Psychology, Sociology, or Anthropology (any combination) is expanded to require three semesters in any combination from these same three areas, plus the addition of Philosophy and Humanities.

President Van Horn has received a letter from Chancellor Brisch reporting that at their January 18, 1991 meeting the Oklahoma State Regents for Higher Education approved this change as requested.

No action was required on this report.

#### DISTINGUISHED PROFESSORSHIPS

In a letter to members of the Board of Regents dated February 14, 1991, President Van Horn reported his expectation of presenting at the March meeting the recommendations for the new distinguished professorships, except that he said the nominations for the Health Sciences Center faculty for the George Lynn Cross Research Professorship would be sent at a later date for action at the April meeting. The policy for these professorships provides that each individual will receive a cash award of \$6,000. Funds for these cash awards can be provided by The University of Oklahoma Associates.

President Van Horn recommended that the following individuals be appointed to the distinguished professorship indicated to be effective with the 1991-92 academic year and that the Board of Regents authorize the use of Associates funds for the cash award to each faculty member:

##### David Ross Boyd Professor

Nabih R. Asal, Professor of Biostatistics and Epidemiology

E. L. Lancaster, Professor of Music and Associate Dean,

College of Fine Arts

Roland E. Lehr, Professor of Chemistry and Biochemistry and

Special Assistant to the Provost, Norman Campus

George Lynn Cross Research Professor

Mary Jo Nye, Professor of the History of Science  
Robert E. Shalhope, Professor of History

Regent Hogan moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

**REGENTS' FACULTY AWARDS**

In a letter to members of the Board of Regents dated February 14, 1991, President Van Horn reported his recommendations for the 1991 Regents' Awards. The regulations for these awards provide that each individual will receive a cash award of \$2,000. The funds for these cash awards will be provided by The University of Oklahoma Associates.

President Van Horn recommended that the Board of Regents approve the following 1991 Regents' Awards and authorize presentation of the Norman Campus awards at the Faculty Awards Luncheon on April 4:

Regents' Award for Superior Teaching

John J. Cowan, Professor of Physics and Astronomy  
M. Wanda Draper, Professor of Psychiatry and Behavioral Sciences  
S. Lakshmivarahan, Professor of Electrical Engineering and  
Computer Science  
Michael J. McInerney, Associate Professor of Botany and Microbiology  
Francene M. Weatherby, Assistant Professor of Nursing

Regents' Award for Superior Research and Creative Activity

Kimball A. Milton, Professor of Physics and Astronomy  
Luther W. White, Professor of Mathematics

Regents' Award for Superior Professional and University Service

Oscar A. Parsons, George Lynn Cross Research Professor of  
Psychiatry and Behavioral Science  
Yoshi K. Sasaki, George Lynn Cross Research Professor of Meteorology

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

ACADEMIC PERSONNEL ACTIONS

**NORMAN CAMPUS:**

Leaves of Absence:

James M. Morrison, Professor of English, leave of absence without pay, August 16, 1991 through May 15, 1992. To continue visiting position at Thammasat University in Bangkok.

John K. Stephens, Professor of Economics, leave of absence without pay, August 16, 1991 through December 31, 1991. To address health and professional interests.

Guadalupe O. Thompson, Associate Professor of Modern Languages, Literatures, and Linguistics, leave of absence without pay, January 1, 1991 through May 15, 1991. To care for family member.

Appointments or Reappointments:

David A. Young, Ph.D., Associate Dean, College of Arts and Sciences, and Professor of Botany and Microbiology with tenure, annual rate of \$65,000 for 12 months (\$5,416.67 per month), February 15, 1991. Paid from 127-375, Arts and Sciences Dean, pos. 3.65, and 127-282, Botany and Microbiology, pos. 18.60.

Mohamed Y. Soliman, Adjunct Associate Professor of Petroleum and Geological Engineering, rate of \$5,000 for 4.5 months (\$1,111.11 per month), .25 time, January 1, 1991 through May 15, 1991. Paid from 127-276, Petroleum and Geological Engineering, pos. 718.60.

Paul W. Enouen, reappointed Visiting Assistant Professor of Electrical Engineering and Computer Science, rate of \$5,500 for 4.5 months (\$1,222.22 per month), .35 time, January 1, 1991 through May 15, 1991. Paid from 127-231, Electrical Engineering and Computer Science, pos. 705.60.

Gia-Loi Le Gruenwald, Ph.D., Assistant Professor of Electrical Engineering and Computer Science, annual rate of \$45,000 for 9 months (\$5,000.00 per month), January 1, 1991 through May 15, 1991. Paid from 127-231, Electrical Engineering and Computer Science, pos. 24.

Sateh Jalaleddine, Visiting Assistant Professor of Electrical Engineering and Computer Science, rate of \$13,500 for 4.5 months (\$3,000.00 per month), .50 time, January 1, 1991 through May 15, 1991. Paid from 127-231, Electrical Engineering and Computer Science, pos. 712.60.

Mohammad Shafazand, reappointed Visiting Assistant Professor of Electrical Engineering and Computer Science, rate of \$15,000 for 4.5 months (\$3,333.33 per month), .65 time, January 1, 1991 through May 15, 1991. Paid from 127-231, Electrical Engineering and Computer Science, pos. 707.60.



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\*Malgorzata Ziaja, Ph.D., Visiting Assistant Professor of Petroleum and Geological Engineering, annual rate of \$40,000 for 12 months (\$3,333.32 per month), March 1, 1991 through February 29, 1992. Paid from 158-565, Fracturing Fluid Characterization, and 158-560, Rock Mechanics Programs, pos. 905.

Larry J. Paden, Visiting Instructor in Electrical Engineering and Computer Science, rate of \$5,500 for 4.5 months (\$1,222.22 per month), .25 time, January 1, 1991 through May 15, 1991. Paid from 127-231, Electrical Engineering and Computer Science, pos. 713.60.

\*Zinaida Kogan, Research Scientist, Center for Analysis and Prediction of Storms, annual rate of \$41,250 for 12 months (\$3,437.50 per month), December 1, 1990; transferred to Cooperative Institute for Mesoscale Meteorological Studies, February 1, 1991 through July 31, 1991. Paid from 157-707, CAPS, AND 158-606, CIMMS, pos. 905.65.

Changes:

Ann M. Cavallo, Assistant Professor of Instructional Leadership, beginning date of appointment changed from January 1, 1991 to August 16, 1991.

Nathaniel S. Eek, Professor of Drama; title Dean, College of Fine Arts, deleted, salary changed from annual rate of \$74,550 for 12 months (\$6,212.50 per month) to annual rate of \$60,995 for 9 months (\$6,777.27 per month), July 1, 1991. Paid from 127-226, Drama, pos. 3.60.

\*James Gordon, reappointed and title changed from Knowledge Engineer to Senior Knowledge Engineer, Center for Artificial Intelligence, annual rate of \$44,100 for 12 months (\$3,675.00 per month), January 1, 1991 through June 30, 1991. Paid from 157-989, AT&T Order Analyst, pos. 905.65.

Alexander Holmes, Associate Professor of Economics; given additional title Research Fellow, Research Development, salary changed from annual rate of \$44,315 for 9 months (\$4,923.89 per month) to annual rate of \$47,315 for 9 months (\$5,257.22 per month), January 14, 1991. Paid from 127-213, Business Administration Instruction, pos. 63.60, and 127-446, Research Development, pos. 177.65.

\*H. K. Park, title changed from Graduate Research Assistant to Visiting Research Associate and Visiting Assistant Professor of Aerospace and Mechanical Engineering, salary changed from annual rate of \$18,000 for 12 months (\$1,500.00 per month), .50 time, to annual rate of \$40,000 for 12 months (\$3,333.34 per month), full time, January 1, 1991 through May 15, 1991. Changed from Professional Staff to Academic. Paid from 157-636, Waverider Concepts, pos. 905, and 127-208, Aerospace and Mechanical Engineering, pos. 702.60.

\*Paid from grant funds; subject to availability of funds

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Lawrence Rossow, Associate Professor of Education; given additional title Chair of Educational Leadership and Policy Studies, salary changed from annual rate of \$40,720 for 9 months (\$4,524.44 per month) to annual rate of \$56,466 for 12 months (\$4,705.50 per month), January 1, 1991 through June 30, 1991. Paid from 127-344, Educational Leadership and Policy Studies, pos. 19.60.

Tristan Tayag, title changed from Research Scientist to Visiting Instructor in Electrical Engineering and Computer Science and Visiting Research Scientist, OCAST Grant, salary changed from annual rate of \$21,672 for 12 months (\$1,806.00 per month), full time, to annual rate of \$1,561.11 per month (total of \$7,025), .35 time, January 1, 1991 through May 15, 1991. Paid from 127-231, Electrical Engineering and Computer Science, pos. 711.60, and 158-581, OCAST, pos. 905.65. Paid from grant funds; subject to availability of funds.

Joseph B. Walther, title changed from Acting Assistant Professor to Assistant Professor of Communication, salary changed from annual rate of \$31,000 for 9 months (\$3,444.44 per month) to annual rate of \$33,000 for 9 months (\$3,666.67 per month), January 1, 1991 through May 15, 1991. Paid from 127-290, Communication, pos. 11.60, and 127-490, Communication Research, pos. 11.65.

Resignations and/or Terminations:

Lawrence Fisher, Fred E. Brown Chair in Finance and Professor of Finance, December 31, 1990.

Charles W. Mills, Assistant Professor of Philosophy, December 31, 1990.

Retirements:

Marc T. Faw, Cataloger, University Libraries, and Associate Professor of Bibliography, June 30, 1991; named Professor Emeritus of Bibliography.

Andrew J. Heisserer, Professor of History and Curator of Classical Art and Archeology, Oklahoma Museum of Natural History, June 2, 1991; named Professor Emeritus of History.

Michael Hennagin, Professor of Music, May 15, 1991; named Professor Emeritus of Music.

Ivar V. Ivask, Professor of Modern Languages, Literatures, and Linguistics, and Director, World Literature Today, June 30, 1991; named Professor Emeritus of Modern Languages, Literatures, and Linguistics and Editor Emeritus World Literature Today.

**HEALTH SCIENCES CENTER:**

Leaves of Absence:

Floyd L. Smith, Assistant Professor of Anesthesiology, military leave of absence without pay, January 1, 1991 through June 30, 1991. Called into active military service.

Nergesh R. Surti, Associate Professor of Radiological Sciences, military leave of absence without pay, November 26, 1990 through June 30, 1991. Called into active military service.

Appointments or Reappointments:

David W. Kent, M.D., Associate Professor and Chief of Physical Medicine and Rehabilitation, Department of Orthopaedic Surgery and Rehabilitation, annual rate of \$60,000 for 12 months (\$5,000.00 per month), April 1, 1991 through June 30, 1991. Paid from C4380003, Provide medical physicians and rehabilitation services, O'Donoghue, and A0000077, PPP Orthopedic Surgery.

Mary Katherine Gumerlock, M.D., Associate Professor of Surgery, annual rate of \$75,000 for 12 months (\$6,250.00 per month), February 1, 1991 through June 30, 1991. Paid from A0000282, PPP Surgery-Neurosurgery.

Robert F. Cerza, M.D., Assistant Professor of Anesthesiology, annual rate of \$50,000 for 12 months (\$4,166.66 per month), April 8, 1991 through June 30, 1991. Paid from A0000571, PPP Anesthesiology Administration.

James William Taira, M.D., Assistant Professor of Dermatology, annual rate of \$50,000 for 12 months (\$4,167.00 per month), July 1, 1991 through June 30, 1992. Paid from 2204-2, Dermatology.

Edward J. Scovil, M.D., Clinical Assistant Professor of Family Practice, Tulsa, \$600.00 per month (total of \$7,200), .12 time, November 1, 1990 through June 30, 1991. Paid from A0030199, PPP Family Practice-Bartlesville.

Megan Bernadette Bialas, M.D., Assistant Professor of Internal Medicine, Tulsa, annual rate of \$78,164 for 12 months (\$6,513.67 per month), February 1, 1991 through June 30, 1991. Paid from VA Medical Center, Muskogee.

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<u>NAME AND TITLE(S)</u>	<u>ANNUAL FTE INCOME POTENTIAL</u>	<u>ANNUAL GUARANTEED BASE SALARY</u>	<u>ANNUAL PPP EARNINGS POTENTIAL</u>	<u>EFFECTIVE DATE</u>
APPOINTMENTS:				
Judith L. Lauter, Ph.D., Associate Professor of Communication Disorders	\$50,000	\$45,000 (\$3,750.00 per month)	\$ 5,000	3-1-91 thru 6-30-91
Onita C. Lynch, Ph.D., Assistant Professor of Communication Disorders	\$43,500	\$36,000 (\$3,000.00 per month)	\$ 7,500	6-1-91 thru 6-30-91
CHANGES:				
Cynthia A. Robinson, title changed from Adjunct Assistant Professor to Assistant Professor of Occupational Therapy	TO: \$40,000	FROM: \$19,200 (\$1,600.00 per month) TO: 32,000 (\$2,666.67 per month) Changed from .60 time to full time	TO: \$8,000	1-1-91 thru 6-30-91

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Changes:

Paul A. Bischoff, Clinical Associate Professor of Obstetrics and Gynecology, Tulsa, salary changed from without remuneration to \$1,200.00 per month (total of \$14,400), .20 time, January 1, 1991 through June 30, 1991. Paid from A0020499, PPP-DHS-TMEF Additional Clinical Services, Obstetrics and Gynecology.

Robert H. Black, Adjunct Assistant Professor of Health Administration, salary changed from \$648.00 per month (total of \$3,240), .08 time, to without remuneration, December 31, 1990.

J. Paul Costiloe, title changed from Associate Director of Special Projects, Computing Services and Adjunct Assistant Professor of Public Health and of Medicine to Adjunct Associate Professor of Biostatistics and Epidemiology and of Research Medicine and Senior Statistical Analyst, R & E Computing, January 1, 1991 through June 30, 1991. Changed from Administrative Staff to Academic.

Laurie Greenberg, title changed from Clinical Assistant Professor to Assistant Professor of Family Practice, Tulsa, and Clinical Assistant Professor of Medicine, Tulsa, salary changed from without remuneration to annual rate of \$91,586 for 12 months (\$7,632.17 per month), December 1, 1990 through June 30, 1991. Paid from VA Medical Center-Muskogee.

Judith L. Harris, title changed from Coordinator, Oklahoma Perinatal Care Project, Department of Obstetrics and Gynecology, to Instructor in Nursing, salary changed from annual rate of \$42,254 for 12 months (\$3,521.13 per month) to annual rate of \$38,000 for 12 months (\$3,166.67 per month), January 1, 1991 through June 30, 1991. Changed from Managerial Staff to Academic. Paid from 20159140, Education Support, College of Nursing.

Mary E. S. Haynie, title changed from Adjunct Assistant Professor to Assistant Professor of Medicine, Tulsa, January 1, 1991 through June 30, 1991.

Peggy Hines, Clinical Instructor in Pediatrics, salary changed from annual rate of \$24,960 for 12 months (\$2,080.00 per month), .40 time, to without remuneration, November 1, 1990 through June 30, 1991.

Webb Thompson, Jr., Professor Emeritus of Pediatrics, salary changed from without remuneration to \$500.00 per month (total of \$6,000), .10 time, December 1, 1990 through June 30, 1991. Paid from A0000079, PPP Pediatrics.

Lee T. Usnick, Assistant Professor of Health Administration, annual salary rate changed from \$38,808 for 12 months (\$3,234.00 per month) to annual rate of \$38,808 for 9 months (\$4,312.00 per month), December 21, 1990 to May 15, 1991. Correction of September, 1990 Regents' action. Paid from 24029160, Health Administration.

William H. Yarborough, Clinical Assistant Professor of Medicine, Tulsa, salary changed from without remuneration to annual rate of \$41,760 for 12 months (\$3,480.00 per month), .40 time, February 1, 1991 through June 30, 1991. Paid from A0010299, PPP-TMC Internal Medicine Group Practice.

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Resignations and/or Terminations:

Vankatesh G. Bhat, Clinical Assistant Professor of Psychiatry and Behavioral Sciences, December 14, 1990.

Katharine S. Macaulay, Associate in Anesthesiology, February 6, 1991 (with accrued vacation through February 8, 1991).

Jeri J. Munger-Mills, Assistant Professor of Communication Disorders, April 22, 1991.

Retirements:

Kimiko H. Dugan, Associate Professor of Anatomical Sciences and Adjunct Associate Professor of Dentistry, December 31, 1990 (with accrued vacation through February 25, 1991).

Mitchell V. Owens, Professor and Chair of Social Sciences and Health Behavior, August 31, 1991 (with accrued vacation through October 15, 1991).

President Van Horn recommended approval of the academic personnel actions shown above.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.

President Van Horn reported the following deaths:

Paul E. Dannelley, Professor Emeritus of Journalism and Mass Communication, on February 23, 1991.

Lydia D. Haag, Assistant Professor Emeritus of English, on January 30, 1991.

**ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS**

**NORMAN CAMPUS:**

Reappointment:

Michael O. Lowther, reappointed Program Director, Southwest Regional Center for Drug Free Schools and Communities, annual rate of \$50,400 for 12 months (\$4,200.00 per month), October 14, 1990 through October 14, 1991. Administrative Staff. Paid from 158-488, Southwest Regional Drug Center, pos. 905.65. Paid from grant funds; subject to the availability of funds.

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Changes:

Marilyn D. Connor, Assistant Director, Student Development, salary temporarily changed from annual rate of \$23,826 for 12 months (\$1,985.50 per month), .75 time, to annual rate of \$26,226 for 12 months (\$2,185.50 per month), .75 time, January 1, 1991. Paid from 127-131, Student Development, pos. 16.65. Assuming additional duties as Co-director while Chris Purcell serves as Interim Vice President of Student Affairs.

Fred Gipson, Chief Legal Counsel; given additional title of Adjunct Professor of Educational Leadership, without additional remuneration, January 1, 1991 through May 15, 1991.

Richard W. Little, title changed from Program Manager, Business and Management Program, to Assistant Vice Provost, Continuing Education and Public Service, salary changed from annual rate of \$52,500 for 12 months (\$4,375.00 per month) to annual rate of \$55,500 for 12 months (\$4,583.33 per month), December 1, 1990. Paid additional \$9,000 for 12 months as Adjunct Assistant Professor of Management, July 1, 1990 through June 30, 1991. Paid from 127-557, CE&PS Business Management, and 127-550, CEAP Administration, pos. 1.65.

Lee A. Morris, title changed from Director, Marketing Services, to Director, Special Programs, Continuing Education Academic Programs/Education, salary changed from annual rate of \$44,800 for 12 months (\$3,733.00 per month) to annual rate of \$45,800 for 12 months (\$3,816.66 per month), January 1, 1991. Administrative Staff. Paid from 127-555, CE&PS Programs-Non-credit, pos. 1.65.

Tracy A. Padek, Assistant Director, Student Development, salary temporarily changed from annual rate of \$31,093 for 12 months (\$2,591.08 per month) to annual rate of \$33,493 for 12 months (\$2,791.08 per month), January 1, 1991. Paid from 127-131, Student Development, pos. 15.65. Assuming additional duties as Co-director while Chris Purcell serves as Interim Vice President of Student Affairs.

Mary Jane Rutherford, title changed from Secretary to the President to Assistant to the President, February 15, 1991. Managerial Staff.

Sue E. Shelton, title changed from Director, Continuing Education and Public Service Admissions and Records, to Registrar, Continuing Education and Public Service, December 1, 1990. Managerial Staff.

Resignation and/or Termination:

June M. Wilmot, Program Manager, Business Management, Continuing Education and Public Service, February 7, 1991 (with accrued vacation through February 27, 1991).

Retirement:

Lilburn H. Autry, Special Consultant, Public Management Programs, Continuing Education and Public Service, March 31, 1991 (with accrued vacation through April 14, 1991).

**HEALTH SCIENCES CENTER:**

Changes:

Sandra J. Bales, title changed and reclassified from Collections Manager to Manager, Department Billing, Department of Radiological Sciences, salary changed from annual rate of \$28,653 for 12 months (\$2,387.00 per month) to annual rate of \$30,000 for 12 months (\$2,500.00 per month), January 1, 1991. Managerial Staff. Paid from A0000581, Radiology Supplies.

Teresa Henson, promoted from Assistant Director, Auxiliary and Service Unit Accounting, to Assistant Controller and Coordinator for Financial Systems, Administration and Finance, salary increased from annual rate of \$45,708 for 12 months (\$3,809.00 per month) to annual rate of \$51,500 for 12 months (\$4,291.66 per month), February 1, 1991. Managerial Staff. Paid from 01049110, Office of Financial Services.

Melvin G. Minty, Assistant Director, Systems Development and General Accounting, Administration and Finance, salary changed from annual rate of \$52,570.24 for 12 months (\$4,380.85 per month) to annual rate of \$50,070.24 for 12 months (\$4,172.52 per month), February 1, 1991. Paid from 01049110, Office of Financial Services. Resuming normal duties as of February 1, 1991.

Alan B. Simpson, title changed and reclassified from Research Assistant I to Research Technical Assistant, Department of Psychiatry and Behavioral Sciences, salary changed from annual rate of \$18,500 for 12 months (\$1,541.67 per month) to annual rate of \$20,000 for 12 months (\$1,666.66 per month), September 1, 1990. Professional Staff. Paid from C6151901, Support Research Programs for Dr. Westermeyer.

Jan Trice, promoted from Associate Director to Director, Research Administration, salary increased from annual rate of \$40,863 for 12 months (\$3,405.25 per month) to annual rate of \$45,864 for 12 months (\$3,822.00 per month), February 1, 1991. Changed from Managerial Staff to Administrative Staff. Paid from 20039170, Research Administration.

Resignation and/or Termination:

Lou Ann Hughes, Staff Pharmacist, College of Pharmacy, November 30, 1990 (with accrued vacation through December 11, 1990).

President Van Horn recommended approval of the administrative and professional personnel actions shown above.

Regent Gullatt moved approval of the recommendation. The following voted yes on the motion: Regents White, Hogan, Gullatt, West, and Blankenship. The Chair declared the motion unanimously approved.



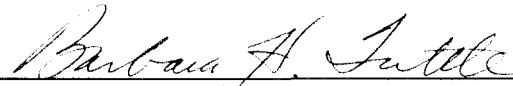
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COMMENTS BY REGENT HOGAN

On behalf of the other members of the Board, Regent Hogan said each would like to express great appreciation for the number of years that Regent White has given to the University and the extraordinary efforts that he has gone to in keeping the balance and leading the University forward during the time of transition for four Presidents. She commended him for his good judgment and in being fair in addressing all issues. She said his representation of the University and his service are appreciated very much.

There being no further business the meeting adjourned at 11:55 a.m.



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Barbara H. Tuttle

Executive Secretary of the Board of Regents

UNIVERSITY OF OKLAHOMA  
AUTHORIZATION TO CONTRACT  
AND/OR  
TO SIGN PURCHASE ORDERS

TO THE PRESIDENT:

I HEREBY RECOMMEND THAT \_\_\_\_\_ be authorized to enter into transactions and/or sign documents in accordance with the following limitations:

1. This authority shall commence on the date of your endorsement and expire September 1, 199\_.
2. The nature of authority delegated:
3. The area(s) of activity to be covered:
4. The upper monetary limitation:

The authority granted hereby is limited by the terms of the Provision and Acquisition of Goods and Services Policy of the Board of Regents.

\_\_\_\_\_  
Vice President for Administrative Affairs

DATED:

ENDORSEMENT:

\_\_\_\_\_  
PRESIDENT  
University of Oklahoma

Distribution:

- Original - Authorized Individual
- Copies - Executive Secretary, Board of Regents
- President's Office
- Administrative Affairs
- Purchasing
- Internal Auditing



UNIVERSITY OF OKLAHOMA  
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\_\_\_\_\_  
Vice President for Administrative Affairs

DATED:

ENDORSEMENT:

\_\_\_\_\_  
PRESIDENT  
University of Oklahoma

Distribution:

Original - Authorized Individual  
Copies - Executive Secretary, Board of Regents  
President's Office  
Administrative Affairs  
Purchasing  
Internal Auditing

CONSTITUTION OF  
THE UNIVERSITY OF OKLAHOMA RETIREES ASSOCIATION

**PREAMBLE:** The retired faculty and staff of the University of Oklahoma having continuing interest in the affairs of the University and in maintaining active ties to it and all the members of its community, active and retired, establish this Constitution for the University of Oklahoma Retirees Association.

**ARTICLE I: NAME**

The name of the organization shall be the University of Oklahoma Retirees Association, hereafter referred to as the Association.

**ARTICLE II: AUTHORITY**

The Association shall function under this Constitution as approved by the Board of Regents of the University of Oklahoma and shall continue to do so until such time as the Association dissolves itself or the Constitution is revoked by the Board of Regents.

**ARTICLE III: PURPOSE**

The Association shall function for the benefit of the University and for the retired faculty and staff comprising its membership. Activities shall include, but not be limited to, assistance in fulfilling University goals and objectives, assistance in fund raising and student recruiting activities, providing informational and social opportunities for retirees, participating in appropriate University organizations, and such other services as may be requested by the University or the Association membership. It shall not function as a lobbying organization for the sole benefit of its members.

**ARTICLE IV: MEMBERSHIP**

All persons meeting the University's policy requirements for retirement from active service shall be eligible for membership, at their option, in the Association.

The Executive Committee may authorize other individuals to participate in Association activities as Associate Members. Such individuals must have been employed in work bearing directly on the goals and objectives of the University of Oklahoma and must be considered to have a continuing interest in the success of the University community.

**ARTICLE V: OFFICERS**

Section 1. The officers of the Association shall be President, President Elect, Immediate Past President, Treasurer, and Recording Secretary. The President Elect, Treasurer, and

Recording Secretary shall be nominated from the Association's membership by members at the Association annual business meeting to be held in June of each year. Elected officers shall take office on the following July 1. The Association's first election of officers shall also include the election of a President.

Section 2. Officers of the Association may be removed by a two-thirds concurrence of members in attendance at a regularly scheduled meeting of the Association. Elected replacements shall take office immediately and shall complete the unexpired term of the officer replaced.

#### ARTICLE VI: MEETINGS

Section 1. Regular meetings of the Association shall be held quarterly, during the months of September, December, March and June. The date, time and place of the meetings shall be determined by a majority of the Association's officers.

Section 2. Special meetings may be called by a majority of the officers as needed. Such meetings may be called to discuss Association business, provide information to the members, or to provide opportunities for socialization among the members.

Section 3. Association members shall be notified of all meetings and the meeting(s) agenda.

#### ARTICLE VII: QUORUM AND VOTING

Section 1. Members present at a meeting of the Association shall constitute a quorum.

Section 2. Voting by Association members shall be by voice except when deemed otherwise by the presiding officer, in which case voting shall be by a show of hands or by ballot.

Section 3. A majority vote by the members present shall carry a motion, except a motion to amend, alter, annul or suspend the Constitution or By-Laws of the Association, which shall be in accordance with Article VIII of the Constitution.

#### ARTICLE VIII: AMENDMENTS, ALTERATIONS, ANNULMENTS, SUSPENSION

Section 1. Amendments to, alterations to, or annulment of the Constitution or the By-Laws of the Association shall be made only at a regular quarterly meeting by a two-thirds concurrence of members present.

Section 2. A proposed amendment, alteration, or annulment of the Constitution or the By-Laws of the Association shall be presented in writing to the President, who shall send copies to the members at least ten (10) calendar days prior to the next regular quarterly meeting of the Association, at which time the proposal(s) shall be voted on by the members present.

Section 3. The By-Laws of the Association, or any part thereof, may be suspended by a two-thirds concurrence of the members present.

## BY-LAWS

### ARTICLE I: OFFICERS

#### President:

Section 1. The President shall be a nonvoting member of the Association except in case of a tie vote; then he/she may vote.

Section 2. It shall be the duty of the President to preside at all meetings of the Association.

Section 3. The President shall conduct official correspondence for the Association.

Section 4. The President shall appoint all ad hoc committees and shall designate a member thereof to serve as chair.

#### President Elect:

Section 6. The President Elect shall assist and understudy the President and in the absence of the President shall have all the responsibilities, powers and prerogatives of the President and shall succeed the President in office.

#### Immediate Past President:

Section 7. The Immediate Past President shall serve as Parliamentarian for the Association and in the absence of both the President and President Elect shall preside at Association meetings.

#### President Pro Tempore:

Section 8. In the absence of the President, President Elect, and the Immediate Past President from any official meeting of the Association, members of the Association present shall select a President Pro Tempore who shall preside.

#### Treasurer:

Section 9. The Treasurer shall be responsible for receiving and dispensing all funds of the Association and for providing a financial report at each Association quarterly meeting.

#### Recording Secretary:

Section 10. The Recording Secretary shall record and maintain copies of minutes, financial reports, resolutions, and proceedings of all Association business meetings and meetings of the Executive Committee.

Section 11. The Recording Secretary shall keep the official roll of Association members and shall, upon completion of the term of office, turn over all records and pertinent data of the Association in the Recording Secretary's possession to his/her successor.

## ARTICLE II: COMMITTEES

### Executive Committee:

Section 1. The voting members of the Executive Committee shall be the President, President Elect, Immediate Past President, Treasurer, and Recording Secretary.

Section 2. The Executive Committee shall prepare an annual budget proposal for consideration by the members, select nominees for University advisory organization(s) representation, recommend substantive revisions to the Association Constitution and/or By-Laws as deemed necessary, and shall determine and implement appropriate responses/actions to any other situations as they arise or as directed by the Association members. The Executive Committee shall keep the Association members fully informed of its activities.

### Standing Committees:

Section 3. Any standing committees of the Association shall be established by majority vote of the members present, and standing committee members shall be approved by the Association members. Standing Committees shall select a chair and a secretary from their membership.

Section 4. All standing committees shall meet on call of their respective chairs and each chair shall be responsible for reporting on that committee's activities at the request of the Association President.

Section 5. The term of office of standing committee members shall be one year beginning July 1, and the members may succeed themselves upon appointment and approval. However, no standing committee member shall serve more than three (3) consecutive years.

Section 6. No person shall serve as chair of more than one (1) standing committee each year.

Section 7. Standing committees may be abolished by majority vote of Association members.

### Ad Hoc Committees:

Section 8. Ad hoc committees of the Association and their chairs shall be appointed by the Association President. Each ad hoc committee shall select a secretary from its membership.

Section 9. All ad hoc committees shall be subject to call of their respective chairs, and the chair shall be responsible for reporting on that committee's activities at the request to the Association President.



## Responsibility of Association Representatives on Committees and Other Organizations:

Section 10. When requested by the University, Association representatives may be appointed to serve on various committees and University advisory organizations. Those appointed should participate in the committee/organization meetings and should report to the Association officers on matters of interest to the Association.

## ARTICLE III: NOMINATION AND ELECTION OF OFFICERS

Section 1. Nominations for Association officers shall be made by a Nominating Committee chaired by the President Elect or, in the absence of the President Elect, the President. In addition to the chair, the Nominating Committee shall consist of four (4) Association members elected by the membership. The Nominating Committee shall be formed in April to present a slate of officers at the June quarterly meeting. Nominations shall also be accepted from the floor. The initial nomination and election of officers of the Association shall occur at the time the Association is formalized and the terms of office shall continue through the following June.

Section 2. Election of the President Elect, Treasurer, and Recording Secretary of the Association shall take place annually at the June quarterly meeting, to take office the following July 1.

Section 3. The terms of office of Treasurer and Recording Secretary shall be one (1) year respectively and he/she may succeed him/herself upon re-election. However, no person shall serve as Treasurer or Recording Secretary for more than three (3) consecutive years.

Section 4. The President Elect is elected to a one- (1) year term of office. He/she will become President of the Association the year following his/her term as President Elect. A President shall not succeed him/herself.

Section 5. In the event of vacancies in any of the Association's offices, nominating procedures shall be followed in accordance with Article III, Section 1, of the By-Laws, to secure a slate for the election of a replacement at the Association's next regular or special business meeting. Replacements shall take office immediately upon election and will fill the unexpired term of the person replaced.

## ARTICLE IV: RULES OF ORDER

The rules of parliamentary procedure, as laid down in Robert's Rules of Order, shall govern all business meetings of the Association and its standing and ad hoc committees.