

C O N T E N T S
MINUTES OF THE ANNUAL MEETING
BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA
MARCH 8, 1984

Minutes of the meeting held on February 9, 1984 (17824)

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MINUTES OF THE ANNUAL MEETING
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
MARCH 8, 1984

The annual meeting of the Board of Regents of The University of Oklahoma was held in the Board Room of The University of Oklahoma Foundation Building on the Norman Campus on Thursday, March 8, 1984 beginning at 9:40 a.m.

Notice of the time, date, and place of this meeting was submitted to the Secretary of State as required by Enrolled House Bill 1416 (1977 Oklahoma Legislature).

The following Regents were present: Regent Ronald H. White, M.D., President of the Board, presiding; Regents Dan Little, Julian J. Rothbaum, Thomas Elwood Kemp, and Charles F. Sarratt.

Absent: Regents Tom McCurdy and John M. Imel.

The following also were present: Dr. William S. Banowsky, President of the University, Provosts J. R. Morris and Clayton Rich, Vice Presidents Anona L. Adair, Arthur J. Elbert, and R. Gerald Turner, and Barbara H. Tuttle, Executive Secretary of the Board of Regents. Other executive officers present were General Jay T. Edwards, Mr. Walter O. Mason, and Mr. Larry C. Brawner.

The minutes of the meeting held on February 9, 1984 were approved as printed and distributed prior to the meeting on motion by Regent Sarratt and with the following affirmative vote: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

Regent Kemp moved that Regent Dan Little be elected Chairman of the Board for 1984-85. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved. Regent Little moved that Regent Julian J. Rothbaum be elected Vice Chairman of the Board. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved. Regent Rothbaum moved that Barbara H. Tuttle be reelected Executive Secretary of the Board of Regents. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

I. The University

INVESTMENTS

The Regents' investment policy provides that short-term investments may be made by the University Trust Officer following approval by the President of the University. The policy also provides that the Trust Officer, upon

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approval of the President, may proceed with long-term investment transactions recommended by J. & W. Seligman & Co. The following investment transactions have taken place during the past month:

On February 8, J. & W. Seligman & Co. recommended the sale of the following stock:

1,000 shares Cullinet Software, Inc.
500 shares Community Psychiatric Centers
3,000 shares EG&G
300 shares Amp, Inc.
3,998 shares Humana
500 shares McGraw-Hill
2,000 shares Servicemaster

This represents full liquidation of our stock in EG&G, Humana, and Servicemaster and partial liquidation of the remaining stocks. By selling these stocks, we made a profit of approximately \$150,000 while at the same time providing cash to take advantage of the recent downturn in the market.

On February 6, a \$200,000.00 Certificate of Deposit matured at First National Bank and Trust Company of Norman. With a portion of the proceeds, a \$100,000.00 Certificate of Deposit was purchased at First National Bank and Trust Company, Norman, at 9.55% to mature August 6, 1984. The remaining \$100,000.00 was added to the proceeds from the sale of the stocks listed above and used to purchase \$435,000.00 par value U.S. Treasury Bills which will mature May 10, 1984. The cost was \$427,529.25, which represents a 9.285% yield.

U.S. Treasury Bills which matured February 16 were renewed as follows:

\$232,848.92 par value was renewed for \$240,000.00 par value due May 17, 1984. The cost was \$234,593.33, which represents a 9.28436% yield.

\$862,151.08 par value was renewed for \$870,000.00 par value due April 12, 1984. The cost was \$858,059.53, which represents a 9.08774% yield.

President Banowsky recommended confirmation of the above investment transactions.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

REGENTS' ENDOWMENT FUNDS

The following was provided as an informational item for the Regents on two new funds which have recently been added to the Regents' Endowment Funds:

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The Jan P. Ainslie Memorial Fund was established December 16, 1983 by the receipt of a check in the amount of \$13,979.95, which represented the Regents' full distributive share from the estate of Jan P. Ainslie and was 5% of the residuary estate. There were no restrictions placed on the gift.

The Helen Verda Gunn Memorial Fund was established August 5, 1983 by the receipt of a check in the amount of \$1,473.52, which represented the Regents' undivided one-third distribution from the estate of Helen Verda Gunn. There were no restrictions placed on the gift.

This was presented for information. No action was required.

UNIVERSITY RETIREMENT PLAN AMENDMENTS

Geographic Full-Time Faculty

The Oklahoma Teachers' Retirement System (TRS) has ruled that membership in TRS is not available to faculty members who teach less than one-half time. The TRS also uses sources of income as the means for determining whether a faculty member is one-half time or more. These factors have had significant impact on those faculty at the Health Sciences Center who are categorized as geographic full-time (GFT). Such faculty derive their base salaries, in many instances, from the regular payroll processes of the Health Sciences Center and from one of the affiliated institutions of the HSC, primarily, Veterans Administration Hospital (VAH).

Those faculty who receive less than one-half their salaries from HSC and the remainder from VAH are considered less than half-time faculty members by TRS and may not participate in TRS. Those who draw one-half or more of their base salaries from HSC are required to participate in TRS.

The HSC has always handled GFT faculty members as full-time faculty for purposes of employment benefits. The percentage of base salary paid by HSC and the percentage paid by VAH have not, from the University's viewpoint, been determinants as to whether a member was less than a full-time faculty member. By definition as a GFT member, the faculty member has been viewed as and considered to be full-time.

As a result of the TRS rulings, it was necessary to discontinue TRS membership for approximately 60 GFT faculty members, effective July 1, 1983.

One of the requirements for participation in the University's TIAA-CREF annuity program for eligible faculty and staff members is that the individual be a contributing member in the TRS.

While HSC has adjusted its procedures to be in compliance with the TRS rules, HSC does not wish to alter its own perception of these members as full-time faculty who are entitled to the normal employment benefits afforded other

full-time faculty. Accordingly, a change to the University Retirement Plan is considered necessary in order that TIAA-CREF benefits can continue to be paid for GFT faculty members who are denied TRS participation because of the fact that at least one-half of their base salaries does not come from the HSC.

To accomplish this it is proposed that the University Retirement Plan be amended by adding the underlined words shown below at the end of paragraph VIII A.3.a.:

3. TIAA-CREF Retirement Addition:

- a. Participation. Every TRS member of age 30 and older, or who has 3 or more years of University service and whose base salary exceeds \$9,000 per year, participates in this program. The age 30/3 year rule will be waived for any individual entering University employment from another institution in which he/she participated in TIAA-CREF. Waivers are also granted for those individuals who cannot qualify for Teachers' Retirement System membership because of age or because they are geographic full-time faculty members at the Health Sciences Center whose base salary distributions do not qualify them for TRS membership.

Part B of Medicare

In the past, enrollment in Part B of Medicare was optional on the part of persons covered by the University health insurance. Our insurance policy has provided that there would be a carve-out of Part B coverage only if the individual was enrolled in Part B and such benefits were paid under Part B. Our new policy with Blue Cross/Blue Shield will provide for an automatic carve-out for Part B coverage whether or not the individual participates in Part B for all those reaching age 65 on or after February 1, 1984. Those who are 65 before that date are grandfathered under the more liberal former terms.

Paragraph VIII. B.1. of the Retirement Plan now reads in part: "After retirees/dependents become eligible for Medicare primary coverage, University insurance continues in a secondary role. At age 65, there is no requirement for insureds to enroll in Part B of Medicare (doctor's portion) since coverage for this category is provided through the University plan."

In order for the Retirement Plan and the Group Health Insurance Plan to be consistent, it is proposed that the Retirement Plan be changed by deleting the last sentence in the quotation above and substituting the following:

Those retirees and their dependents who reach age 65 after January 31, 1984 are encouraged to enroll in Part B of Medicare because the University's health insurance plan provides that Medicare Part B benefits will be treated as

having been paid irrespective of status of the retiree/dependent enrollment in Part B. Those who became age 65 on or before January 31, 1984 are not subject to the Part B carve-out.

Returning to Employment Following Retirement

For many years, employees, particularly in Physical Plant and Food Service, have retired at age 62 in order to qualify for Social Security and, in some cases, Teachers' Retirement benefits. Later they have returned to work being careful to remain within the Social Security earnings limitations. Several years ago, provisions were made to enable the President to approve exceptions to mandatory (age 70) retirements on a year-to-year basis. The latter group are authorized full benefits. In the past couple of years some departments have tried to bring retirees back with full benefits. The recent temporary early retirement program has resulted in indications that further recommendations of this kind may be made. Clarification in the Retirement Plan is needed to deal consistently and reasonably with employment occurring prior to and following retirement.

The following addition to the Retirement Plan is proposed to take care of the need:

X. RETURNING TO EMPLOYMENT

- A. Policy. Based on needs of the University, retirees who are less than mandatory retirement age may be appointed on a limited basis to an FTE not exceeding 50% without affecting their University retired status. However, these individuals should familiarize themselves with the earnings constraints of both Social Security and Teachers' Retirement which could impact adversely on monetary benefits payable from these authorities.
- B. Benefits. Those who elect to return to University employment will enjoy only those benefits which accrue from University retirement to include: any Supplement awarded, paid health insurance/HMO, dental insurance and other benefits set forth under VIII.B. above. They will not be entitled to other (life, accidental death and dismemberment, long term disability, dependent life) insurance, nor to vacation, sick leave and holidays, TIAA-CREF, nor to make Teachers' Retirement contributions. However, they will be provided protection under Workers' Compensation, Unemployment Compensation, Employee's Liability and Comprehensive Automobile Liability.

President Banowsky recommended approval of the proposed changes to The University of Oklahoma Retirement Plan to be effective immediately.

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Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

INTERNATIONAL STUDENT DEPOSIT

Some international students regularly have great difficulty insuring that funds are transferred from their home country to the United States in a timely manner to insure payment of the required University tuition, fees, and room and board charges. In most situations, the fault is not that of the student. The problem is typically a result of either procedural delays or political turmoil in the home country. Students from certain countries regularly arrive at The University of Oklahoma without the resources required to pay tuition and fees or room and board charges. As payment deadlines pass, the students face withdrawal from classes, possible eviction from their apartment or dormitory and later they are precluded from pre-enrolling for future semesters. The University has always made special efforts in an attempt to work with individual international students who have financial difficulties. However, in many situations, several semesters' tuition and fees and room and board charges have accumulated and gone unpaid for months or years. It is also basically unfair to all other University students to permit this select group or selected individuals to be delinquent in the payment of their obligations.

Many campuses have been dealing with this dilemma for some time. In response to this problem, the National Association for Foreign Student Affairs (NAFSA), in conjunction with the American Council on Education, has recommended that institutions develop and adopt policy guidelines to deal with what has become a nationwide problem. NAFSA has also recommended that these guidelines be disseminated to the diplomatic representatives of foreign countries when a pattern of non-payment of fees of students of these countries becomes persistent.

Policies have been imposed at other institutions which require that students from countries whose students have failed to receive regular transfers of currencies for the payment of university tuition and fees not be granted immigration certificates of eligibility (form I-20 and IPA-66) until advanced payment of university fees, tuition and other charges has been received by the university. Some institutions require such deposits prior to admission to the university.

The University of Oklahoma should adopt similar guidelines. An advance deposit sufficient to cover the average cost of tuition and fees for one year should be deposited with the Bursar's Office prior to the issuance of the required immigration certificates of eligibility. Additionally, if a student requests accommodation in University housing, deposits sufficient to cover the cost of one year must be made concomitant with the tuition and fee deposit.

President Banowsky recommended that in view of the widespread and persistent failure of a substantial number of students from certain countries

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to pay tuition and fees and receive transfer funds for their other necessary living costs while studying at The University of Oklahoma, the Board of Regents of The University of Oklahoma adopt a policy that students from such designated countries not be granted the Immigration Service Certificates of Eligibility (form I-20 and IPA-66) until an advance payment equivalent to the average cost of one year's tuition and fees has been placed on deposit with the University Bursar's Office. If the student requests accommodation in the University's apartments or dormitories, payment for one year must be placed on deposit in advance. The appropriate deposit must be received prior to the admission of any new student or prior to the registration of any continuing student. If the deposit is applied to charges for any semester the deposit must be reinstated prior to registration for an ensuing semester. Following the final term of enrollment once all tuition, fees, room and board or apartment charges or other costs have been paid, the deposit or any balance thereof will be refunded to the student. Based upon information available to the University, the President will designate the countries to which this policy will apply.

President Banowsky further recommended that this policy be made effective for students enrolling on both campuses of the University for the fall term of 1984 and later.

Regent Little moved approval of the recommendation and in so doing pointed out that the situation addressed here is not a problem with the students but rather with the governments, and in taking this action the University is trying to help with the problem with the governments, which will also help the students. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

II. Health Sciences Center

FACULTY PERSONNEL ACTIONS

APPOINTMENTS:

Roy Lynch DeHart, M.D., Clinical Professor of Family Practice, Tulsa, without remuneration, November 1, 1983.

Betty Ann Bowers, M.D., Clinical Assistant Professor of Family Medicine, without remuneration, December 1, 1983.

Lance C. King, M.D., Clinical Assistant Professor of Family Practice, Tulsa, without remuneration, January 1, 1984.

James Stuart Millar, M.D., Clinical Assistant Professor of Family Practice, Tulsa, without remuneration, January 1, 1984.

Randolph D. Cohen, M.D., Clinical Assistant Professor of Medicine, Tulsa, without remuneration, January 16, 1984.

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David L. Emanuel, M.D., Clinical Assistant Professor of Medicine, Tulsa, without remuneration, January 16, 1984.

John J. Keveney, Jr., M.D., Clinical Assistant Professor of Medicine, Tulsa, without remuneration, January 1, 1984.

Raymond Jackson Loffer, M.D., Clinical Assistant Professor of Medicine, Tulsa, without remuneration, January 16, 1984.

George Walter Moore, M.D., Clinical Assistant Professor of Medicine, Tulsa, without remuneration, January 1, 1984.

Lynn Edward Frame, M.D., Clinical Assistant Professor of Obstetrics and Gynecology, Tulsa, without remuneration, December 1, 1983.

Frederick Vail Schaefer, Ph.D., Clinical Assistant Professor of Pediatrics, Tulsa, without remuneration, January 1, 1984.

Catherine Carter Schmidt, M.D., Adjunct Instructor in Anesthesiology, \$1,000 per month, January 4, 1984 through June 30, 1984.

Lujuana Regina Stander, Adjunct Instructor in Clinical Laboratory Sciences, without remuneration, January 19, 1984.

Donald Joseph Gordon, M.D., Clinical Instructor in Family Medicine, without remuneration, January 1, 1984.

Edward Leon Taylor, M.D., Clinical Instructor in Medicine, Tulsa, without remuneration, January 1, 1984.

Arthur William Rousseau, M.D., Clinical Instructor in Psychiatry and Behavioral Sciences, without remuneration, December 13, 1983.

Hugh Ann Snyder, Clinical Instructor in Removable Prosthodontics, \$350 per month, .20 time, January 1, 1984 through June 30, 1984.

Horst Karl Malke, Ph.D., Research Associate in Microbiology and Immunology, \$1,666.67 per month, January 21, 1984 through June 30, 1984.

Darrell R. Dedrick, D.D.S., Preceptor in Dental Services Administration, without remuneration, January 23, 1984.

Kenneth David Tricinella, D.D.S., Preceptor in Dental Services Administration, without remuneration, February 13, 1984.

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<u>NAME and TITLE(S)</u>	<u>ANNUAL FTE INCOME</u>	<u>ANNUAL GUARANTEED BASE SALARY</u>	<u>ANNUAL PPP EARNINGS POTENTIAL</u>	<u>EFFECTIVE DATE</u>	<u>REMARKS</u>
APPOINTMENTS:					
Gilbert George Haas, Jr., M.D., Associate Professor of Obstetrics and Gynecology	\$115,200	\$60,000		3-1-84 thru 6-30-84	
Charles A. Moore, M.D., Adjunct Assistant Professor of Anesthesiology	100,800	50,000		1-2-84 thru 6-30-84	
Roger A. Elliott, Clinical Assistant Professor of Family Medicine	56,000	28,000		1-1-84 thru 6-30-84	
Pyar Ali Noorani, M.B.B.S., Assistant Professor of Neurology	84,000	50,000		3-1-84 thru 6-30-84	
PonJola Coney, M.D., Assistant Professor of Obstetrics and Gynecology	100,800	50,000		7-1-84 thru 6-30-85	
Milton Giles Fort, M.D., Assistant Professor of Obstetrics and Gynecology, Tulsa	115,200	50,000		7-1-84 thru 6-30-85	
CHANGES:					
Stephen K. Cagle, Clinical Assistant Professor of Surgery	FROM: 10,184 for 12 months TO: \$20,000	TO: 10,512		2-1-84 thru 6-30-84	.20 time
Harriet Wildman Coussons, M.D., title changed from Clinical Assistant Professor to Assistant Professor of Pediatrics	FROM: WITHOUT REMUNERATION TO: 68,000	TO: 47,000		1-16-84 thru 6-30-84	
Ronald M. Kingsley, Clinical Associate Professor of Ophthalmology	FROM: 21,223 for 12 months TO: 26,457	TO: 26,457		1-17-84 thru 6-30-84	.30 time
Jary S. Mayes, title changed from Associate Professor to Adjunct Associate Professor of Biochemistry and Molecular Biology	FROM: 96,000 TO: WITHOUT REMUNERATION	FROM: 37,480		2-1-84	

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CHANGES:

Doug Bayless, title changed from Clinical Instructor in Restorative Dentistry to Preceptor in Dental Services Administration, January 23, 1984.

John R. Higgins, Associate Professor of Medicine; given additional title of Assistant Dean for Graduate Medical Education, College of Medicine, without additional remuneration, February 1, 1984.

Myers William Lockard, title changed from Instructor in Fixed Prosthodontics to Preceptor in Dental Services Administration, January 12, 1984.

Razia Muneer, title in Pediatrics changed from Clinical Assistant Professor to Assistant Professor, February 1, 1984 through June 30, 1984. Retains title of Adjunct Assistant Professor of Clinical Laboratory Sciences.

TERMINATIONS:

Bruce L. Bolbock, Clinical Assistant in Obstetrics and Gynecology, February 1, 1984.

Terry R. Hawkins, Assistant Professor of Occupational Therapy, May 4, 1984. To accept position as Manager, Occupational Therapy Assistant Program, Pueblo Community College, Pueblo, Colorado.

Elizabeth R. Jacobs, Assistant Professor of Medicine, March 27, 1984.

Don P. Murray, Assistant Professor of Medicine, July 1, 1984. To enter private practice.

Samy A. Sadek, Visiting Assistant Professor of Pharmacy, April 11, 1984. Because of problems associated with visa and economic problems in Oklahoma.

Jean Sanchez, Instructor in Psychiatry and Behavioral Sciences, January 11, 1984. To enter private practice.

Katherine E. Scheirman, Clinical Instructor in Medicine, January 11, 1984.

Richard A. Speedlin, Clinical Instructor in Family Medicine, January 2, 1984.

Gary E. Tarter, Special Instructor and Educational Specialist II, Department of Family Medicine, March 24, 1984.

RETIREMENT:

Martha L. Stockwell, Associate Professor of Nursing, June 30, 1984; named Professor Emeritus of Nursing.

President Banowsky recommended approval of the personnel actions listed above.

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Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

President Banowsky reported the death of the following faculty member:

Paul S. Anderson, Professor and Chair of Biostatistics and Epidemiology and Adjunct Professor of Family Medicine, on February 13, 1984.

ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

APPOINTMENT:

Sandra K. Burge, Research Assistant III, Department of Family Medicine, \$24,000 for 12 months, February 1, 1984. Professional Staff.

CHANGES:

Ligia M. Jones-Parra, promoted from Programmer/Analyst to Systems Analyst, Computing Services, Health Sciences Center, salary increased from \$22,000 to \$24,400 for 12 months, February 1, 1984. Professional Staff.

F. Dale Josey, promoted from Building Maintenance Specialist to Director of Operations, Tulsa Medical College, salary increased from \$26,853 to \$30,000 for 12 months, January 20, 1984. Changed from hourly to Administrative Staff.

Huong T. Ngo, promoted from Programmer to Programmer/Analyst, Computing Services, Health Sciences Center, salary increased from \$17,680 to \$20,000.04 for 12 months, February 1, 1984. Professional Staff.

Burrell Joe Nunally, title changed from Manager, Property Accounting (Trainee) to Manager, Property Accounting, Site Support, February 1, 1983. Managerial Staff.

Lynette Richardson, promoted from Staff Nuclear Pharmacist to Staff Nuclear Pharmacist and Assistant Manager, Nuclear Pharmacy, College of Pharmacy, salary increased from \$26,200 to \$28,000 for 12 months, January 1, 1984. Changed from Professional Staff to Managerial Staff.

President Banowsky recommended approval of the personnel actions listed above.

Regent Little moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

TRANSFER OF COMMUNICATION DISORDERS PROGRAM

It is proposed that one of the baccalaureate degree programs in Communication Disorders, speech-language pathology and audiology (speech and hearing), leading to the Bachelor of Arts now offered through the Department of Communication, College of Arts and Sciences, Norman Campus, be transferred to the Department of Communication Disorders, College of Allied Health, Health Sciences Center Campus, as of the Fall Semester, 1984, and renamed Bachelor of Science.

This revised degree program will be offered, as are other baccalaureate degree programs of the College of Allied Health, in a "two plus two" format with the first two years of coursework on the Norman Campus and the last two on the Health Sciences Center Campus.

Since 1949, The University of Oklahoma has offered baccalaureate level preparation in these areas on the Norman Campus and, since 1960, the masters and doctoral education in the Department of Communication Disorders on the Health Sciences Center Campus. The University proposes to consolidate the undergraduate and graduate programs within the Department of Communication Disorders.

It is expected that this transfer will enhance the quality of the academic programs of the two Departments involved and result in greater efficiency at a time of limited resources.

The benefits of this reorganization are:

1. Improved quality of the undergraduate program by assignment to a department (Communication Disorders) with national standing.
2. Improved quality of the Department of Communication by permitting a concentration in the area of its primary focus: the speech arts.
3. A better integration of the graduate and undergraduate curricula and the elimination of duplicative coursework on the two campuses.
4. An improved access for undergraduate students to the equipment and facilities of the nationally accredited Keys Speech and Hearing Center.
5. Access by undergraduate students to the diverse patient population of the Keys Center, eliminating the need for a separate speech and hearing clinic on the Norman Campus.
6. Exposure of undergraduate students to a larger and more diverse faculty of national stature and a more effective deployment of faculty across the undergraduate and graduate programs.

7. Opportunities for doctoral level undergraduate faculty to engage in research using the research facilities of the Keys Center.
8. Opportunities for undergraduate students to interact with physicians and other health related professionals.

It is not contemplated that any budgetary funds will be transferred from the Norman Campus to the Health Sciences Center.

President Banowsky recommended approval of the transfer of this academic undergraduate program from the Norman Campus to the Health Sciences Center as revised, effective with the Fall Semester, 1984.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

GRANT FOR DEPARTMENT OF SURGERY, TULSA

An agreement has been proposed between the Regents and the W. K. Warren Foundation, Tulsa, wherein the Foundation will provide to the Regents a grant of \$42,000 to be used by The University of Oklahoma Tulsa Medical College to develop the faculty of the Department of Surgery and to support the program of surgical education and research which occurs at St. Francis Hospital in Tulsa. The grant will be paid on a monthly basis as needed, beginning March 15, 1984 and ending no later than June 30, 1984.

Under the terms of the agreement, the University will:

1. Provide a minimum of 20 hours per month of instruction for residents and medical students on site at St. Francis Hospital, beginning March 15, 1984 and continuing through the term of the agreement. The instruction will be provided by OU Tulsa Medical College Department of Surgery full-time faculty members.
2. Help coordinate, sponsor, and jointly fund a continuing education symposium at St. Francis Hospital on a subject of interest and value to surgeons each year beginning July 1, 1985 and continuing through the term of this agreement.
3. Initiate a surgical research project or projects to be conducted on the premises of St. Francis Hospital beginning no later than July 1, 1985.

4. Provide salary support in the total amount of \$42,000 for Tulsa Medical College faculty physicians geographically located at St. Francis Hospital beginning July 1, 1985 and ending no later than June 30, 1989.

This agreement is to take effect March 15, 1984, and terminate June 30, 1989, or sooner upon the Regents having met their full financial commitment indicated in 4. above. The agreement also may be terminated by the Regents if certain events occur wherein funds are not available to continue the agreement.

President Banowsky recommended approval of entering into an agreement with the W. K. Warren Foundation as explained above.

Regent Rothbaum moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

CHARITABLE GRANT TO THE TULSA MEDICAL COLLEGE

President Banowsky reported that Doctors' Hospital, Inc., Tulsa, a non-profit charitable foundation, desires to contribute financial support to The University of Oklahoma Tulsa Medical College to be used principally for the maintenance and operation of the Department of Family Practice at Tulsa. The Foundation agrees initially to contribute \$120,000 per year for a three-year period.

The University agrees to use the funds for the purpose of medical education, training and/or research as approved by the Board of Regents. A full and complete report will be provided annually to the Foundation which reflects the manner in which the funds were utilized. The University agrees to account separately and not co-mingle the funds with other University funds. The University will not decrease existing or future fund allocations to the Tulsa Department of Family Practice for the sole reason that funds are being contributed by the Foundation.

The University, upon signing an agreement outlining these terms, will appoint a person to serve as a member of the Board of Trustees of the Foundation. The initial person to be appointed will be the Chairperson of Family Practice, Tulsa Medical College.

The term of the agreement will be three years, beginning on the date the Foundation files its Sixth Articles of Incorporation with the Secretary of State of Oklahoma and/or receives tax exemption approval from the Internal Revenue Service. The agreement may be extended beyond the three-year period by an extension in writing.

President Banowsky recommended that the Board of Regents accept the Foundation's gift according to terms outlined above.

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Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

AUDITOR FOR 1983-84

Touche Ross & Co. has submitted a proposal to audit the accounts of the Health Sciences Center for the year ended June 30, 1984.

The fee proposed by Touche Ross & Co. is \$30,300.00 which is the same fee charged for 1982-83 and 1981-82.

President Banowsky recommended the appointment of Touche Ross & Co. as the auditor for the Health Sciences Center for 1983-84 at a fee of \$30,300.00.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

PURCHASE OF PIPE AND FITTINGS

Funds were provided in the 1979 Utility System Revenue Bond Issue for the replacement of condensate pipe and fittings throughout portions of the utility tunnels. Bids were sent to 31 vendors to provide black seamless steel pipe and fittings to replace existing fiberglass steam condensate return piping originally installed in 1971.

Thirteen bid responses were received, of which two were no bid and one, L. B. Foster Company, later requested their bid be withdrawn. A tabulation of the bid is as follows:

	<u>Pipe</u>	<u>Fittings</u>
Crane Supply Company Oklahoma City	\$43,706.98	\$2,606.78
Grant Supply Co. Tulsa	42,993.23	2,436.16
Federal Corporation Oklahoma City	40,765.32	3,300.18
Republic Supply Company Oklahoma City	51,004.32	2,722.95
Crescent Pipe & Supply Company Oklahoma City	47,414.03	2,860.03

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	<u>Pipe</u>	<u>Fittings</u>
H. G. Flake Co., Inc. Tulsa	43,259.46	2,537.81
Vinson Supply Tulsa	42,891.47	2,649.80
The Gladstein Co. Oklahoma City	55,512.29	3,305.53
L. B. Foster Company Tulsa	37,839.06	----
Karchmer Pipe & Supply Co., Inc. Oklahoma City	46,330.76	2,966.97
Bethlehem Steel Corp. Tulsa	44,028.95	3,162.92

The low bid for the seamless pipe was submitted by Federal Corporation in the amount of \$40,765.32. The low bid for the fittings was submitted by Grant Supply Company in the amount of \$2,436.16.

Funds are available in Budget Account 99190090 for this purchase.

President Banowsky recommended the purchase of pipe and fittings as follows:

Federal Corporation	\$40,765.32
Grant Supply Company	2,436.16

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

PROPOSAL, CONTRACT, AND GRANT REPORT

A summary of proposals for contracts and grants for the Health Sciences Center, including the Tulsa Medical College branch, for February, 1984 was included in the agenda for this meeting. A list of all contracts executed during the same period of time on proposals previously reported was also included.

President Banowsky 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 depending on these negotiations.

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Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

REPORT ON MAJOR CAPITAL IMPROVEMENT PROJECTS

As shown on the following page, a report was presented to the Regents on major capital improvement projects now under construction and in various stages of planning on the Oklahoma City Campus. No action was required.

III. Norman Campus

FACULTY PERSONNEL ACTIONS

LEAVES OF ABSENCE:

William C. Bauman, Jr., Associate Professor of Environmental Design, sabbatical leave of absence with half pay, September 1, 1984 to June 1, 1985. Has received a Fulbright Award to teach architectural design in Pakistan.

Eden S. Yu, Associate Professor of Economics, leave of absence without pay, September 1, 1984 through May 31, 1985.

David Hall, Associate Professor of Law, leave of absence without pay, September 1, 1984 through May 31, 1985. To spend the time at the Harvard Law School in graduate study.

Ulrich Oertel, Assistant Professor of Mathematics, leave of absence without pay, September 1, 1984 through May 31, 1985. To accept a postdoctoral research fellowship at the Mathematical Sciences Research Institute, Berkeley, California.

APPOINTMENTS:

Edwin Bryant Davidson, Research Associate, School of Civil Engineering and Environmental Science, rate of \$24,000 for 12 months, February 1, 1984 through June 30, 1984. Paid from grant funds.

Lang-Ping Chang, reappointed Research Scientist, School of Meteorology, rate of \$27,000 for 12 months, January 1, 1984 through June 30, 1984. Paid from grant funds.

CHANGES:

Jean R. Herrick, Assistant Professor of Classics; given additional title of Acting Chairperson, Department of Classics, January 1, 1984 through May 31, 1984.

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Elizabeth F. Hudson, Adjunct Assistant Professor of Environmental Design and Academic Counselor, Dean's Office, College of Environmental Design; given additional title of Adjunct Assistant Professor of Art, salary increased from \$15,205 to \$21,871 for 12 months, January 16, 1984 through May 31, 1984.

Carolyn S. Morgan, Assistant Professor of Sociology, salary changed from \$5,875 for 4.5 months, .50 time, to \$23,500 for 9 months, full time, September 1, 1984 through May 31, 1985.

Paul Skierkowski, Radiation Safety Officer, Radiation Safety; given additional title of Adjunct Professor of Botany and Microbiology, without additional remuneration, January 16, 1984.

RESIGNATIONS:

Ting-Horng Chung, Research Associate, School of Chemical Engineering and Materials Science, March 15, 1984.

Charles P. Daghljan, Assistant Professor of Botany and Microbiology and Director, Microscopy Lab, June 1, 1984. For personal reasons.

Raymond B. Phillips, Assistant Professor of Botany and Microbiology, June 1, 1984. To accept position at Colby College.

RETIREMENTS:

William E. Bittle, Professor of Anthropology and Consultant in Linguistics, Stovall Museum, June 1, 1984; named Professor Emeritus of Anthropology.

Sybrand Broersma, Professor of Physics and Astronomy, June 1, 1984; named Professor Emeritus of Physics and Astronomy.

Harley P. Brown, Professor of Zoology and Curator of Invertebrates, Stovall Museum, June 1, 1984; named Professor Emeritus of Zoology.

Gail B. deStwolinski, David Ross Boyd Professor of Music, June 1, 1984; named David Ross Boyd Professor Emeritus of Music.

Seymour Feiler, David Ross Boyd Professor of Modern Languages and Literatures, June 1, 1984; named David Ross Boyd Professor Emeritus of Modern Languages and Literatures.

Richard N. Kuhlman, Professor of Architecture and of Regional and City Planning and Interim Director, School of Architecture, July 1, 1984; named Professor Emeritus of Architecture.

President Banowsky recommended approval of the personnel actions listed above.

PROJECTS UNDER CONSTRUCTION

Project	Architects or Engineers	Contractors	Contract Award Date	Original Adjusted Completion Date	Original Current Contract Amount	Status Percent Complete	Source of Funds
Steam and Chilled Water System Expansion, Phase V, Part II, Project 3	Frankfurt-Short-Bruza	Kay Engineering Company	04/16/81	01/05/82 07/01/83	\$2,832,447 \$2,847,008	99%	Revenue Bond Funds.
College of Health Building Renovation, Phase II, Windows	Lawrence, Lawrence and Flesher	ABCO, Inc.	11/11/82	07/15/83	\$ 164,355 \$ 170,819	99%	State Building Funds.

PROJECTS IN VARIOUS STAGES OF PLANNING

Project	CMP Priority Number	Architects or Engineers	Contract or Letter	Estimated Cost	Status
Health Sciences Library Equipment	NC 1B	Architectural and Engineering Services, OUHSC	---	\$ 411,381	Inactive.
Physical Fitness Center	---	Coleman, Ervin & Associates	09/11/80	\$3,000,000	Inactive.
Steam and Chilled Water System Expansion, Phase V	---	Frankfurt-Short-Bruza	11/30/79	\$4,700,000	Construction has been completed on major portions of this project and is underway on other elements.
Steam and Chilled Water System Expansion, Phase V, Part III, Project I, Energy Conservation	---	Frankfurt-Short-Bruza	11/30/79	\$ 400,000	Part of this project is under construction.
Family Medicine Building, Phase I	NC 2	Architectural and Engineering Services, OUHSC	---	\$ 850,000	Preliminary studies are underway.

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Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

APPOINTMENTS:

*David J. Brooks, Program Development Specialist, Rehabilitation Administration and Management Programs, rate of \$26,500 for 12 months, March 1, 1984 through August 31, 1984. Professional Staff.

William Mack Brown, Assistant Football Coach, Athletic Department, \$52,000 for 12 months, March 1, 1984.

*Judith Ann Hammer, reappointed Project Director, Center for Child and Family Development and Public Responsibility and Community Affairs, rate of \$26,640 for 12 months, February 1, 1984 through June 30, 1984. Administrative Staff. 90% of salary paid from grant funds.

*Barbara Jane Laquer, reappointed Program Specialist, Public Responsibility and Community Affairs, rate of \$26,820 for 12 months, February 1, 1984 through June 30, 1984. 75% of salary paid from grant funds.

Charles C. Sadler, Assistant Football Coach, Athletic Department, \$40,000 for 12 months, March 1, 1984.

CHANGES:

Michael K. Moorman, title changed from Staff Architect to Architect II, Architectural and Engineering Services, February 1, 1984. Professional Staff.

Mary A. Newcomer, title changed from Assistant to the Dean, College of Liberal Studies, to Program Specialist, Program Development Services, March 1, 1984. Changed from Managerial Staff to Professional Staff.

R. David Nordyke, title changed from Staff Architect to Architect II, Architectural and Engineering Services, February 1, 1984. Professional Staff.

David G. Stapleton, title changed from Staff Architect to Architect II, Architectural and Engineering Services, February 1, 1984. Professional Staff.

RESIGNATIONS:

Galen S. Hall, Offensive Coordinator, Athletic Department, March 27, 1984.

*Paid from grant funds; subject to the availability of funds.

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Rita Kamat, Environmental Scientist, School of Civil Engineering and Environmental Science, February 4, 1984.

Ross D. Montgomery, Assistant Director, ISP, Support Services, Information Systems Programs and Energy Resources Institute, February 24, 1984.

Rex D. Norris, Assistant Football Coach, Athletic Department, April 6, 1984.

David Timmons, Program Development Specialist, Management Development Programs, October 1, 1983.

R. Gerald Turner, Vice President for Executive Affairs and Associate Professor of Psychology, May 15, 1984.

RETIREMENTS:

Meryle G. Alexander, Assistant to the Dean, College of Education, July 1, 1984.

Arthur T. Kessler, Assistant Director, Physical Plant, March 10, 1984.

President Banowsky recommended approval of the personnel actions listed above.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

RESOLUTION

WHEREAS, Robert Gerald Turner, Vice President for Executive Affairs, has brought distinction to the University of Oklahoma through his professional performance of duties and his attitude of service to all who call; and

WHEREAS, he has provided extraordinary leadership and stability to the management and administration of the University; and

WHEREAS, his counsel has been one of reason, compassion and understanding; and

WHEREAS, he has promoted confidence in the University by demonstrating the highest level of personal and professional standards; and

WHEREAS, he has earned the esteem of faculty, students, staff and alumni as well as leaders in the legislative, business and education arenas through his reliable and efficient performance of all responsibilities and his fair and even handling of problems and concerns brought before him; and

WHEREAS, his administrative abilities have been crucial to the management and development of the athletic programs of the University; and

WHEREAS, his high intelligence, impeccable academic credentials and uncompromising integrity prepare him for future success in American higher education;

BE IT THEREFORE RESOLVED that the members of the University of Oklahoma Board of Regents express to him on this 8th day of March, 1984, their deepest appreciation for his five years of faithful service; and

BE IT FURTHER RESOLVED that the Board of Regents extends to Gerald and Gail Turner congratulations and best wishes on the occasion of his selection as Chancellor of the University of Mississippi.

President Banowsky recommended approval of the above resolution.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

ESTABLISHMENT OF THE ASSOCIATES' DISTINGUISHED LECTURESHIPS

President Banowsky called particular attention to the following recommendation. He said this period of austerity has sapped the enthusiasm of many of our best teachers and researchers and we face the very real danger of losing to other universities and to industry the excellence we worked so diligently and unswervingly to build. Creating these lectureships, he said, is something within our power to help retain these superb men and women and to maintain the optimism and positive momentum that have characterized this University in recent years. He stressed the importance of this action and urged consideration by the Regents.

One of the highest priorities of the University is to honor outstanding teachers and researchers. As a part of its ongoing Campaign for Academic Excellence, the University proposes to establish The Associates Distinguished Lectureships to recognize such faculty members.

Funds for these Distinguished Lectureships will come initially from the living endowment created by the gifts of Annual Members of the Associates, with a long-range goal of providing an endowment to support at least part of the program.

Division of the Lectureships

The Distinguished Lectureships will be divided among the Norman Campus Colleges on a basis of the percentage of the total Norman Campus faculty which teaches in that College. The division of the 50 Distinguished Lectureships is:

Arts and Sciences	- 21	Education	- 2
Engineering	- 8	Geosciences	- 2
Business Administration	- 8	Environmental Design	- 2
Fine Arts	- 5	Law	- 2

Each Dean of each College will select the recipients in his or her College of the Associates Distinguished Lectureships by whatever method he or she deems appropriate within the guidelines established for the program and forward the names to the Office of the Provost. Action by the President and the Board of Regents will be required to add the salary supplement and the official designation Associates Distinguished Lectureship. Each Dean is encouraged to match, but not exceed, the number of Associates Distinguished Lectureships designated for his or her College with other private funds which he or she may have available for use at the Dean's discretion.

Amount and Uses of the Lectureships

Each Associates Distinguished Lectureship will be for \$5,000. Half of this, \$2,500, will be a salary supplement for the recipient. The other \$2,500 will be used to provide support for the recipient's teaching and research. These funds may be used for such things as equipment, travel, books, etc.

Term of the Lectureships

A faculty member selected for an Associates Distinguished Lectureship will hold the Lectureship for a period of five years with the exception of the first year selections. The first group named will have terms of varying length with approximately one-third selected for three years, one-third selected for four years, and one-third selected for five years. Generally a recipient would be required to be out of the program for a period of at least one year before he or she could again receive an Associates Distinguished Lectureship.

Opportunities for Donors

The University would seek both short-term and long-term support for the Associates Distinguished Lectureships. An individual, a couple, a partnership, or a corporation may provide support by either method.

The first method is by making a commitment to provide \$5,000 annually for a period of five years, a total of \$25,000. This will provide short-term support.

The long-term support will be provided by donors who make a one-time gift of \$50,000. This will be invested by The University of Oklahoma Foundation, Inc. and the earnings will provide \$5,000 annually for an Associates Distinguished Lectureship.

In either case, the University will be pleased to name the Distinguished Lectureship in honor of the donor.

President Banowsky recommended approval of the establishment of the Associates Distinguished Lectureships as explained above.

Regent Little moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

CHARTERS OF GRADUATE FACULTY AND GRADUATE COUNCIL

President Banowsky presented the following proposed charters for the Norman Campus graduate faculty and Norman Campus Graduate Council, which he said have been approved by these bodies and by Provost Morris:

CHARTER OF THE GRADUATE FACULTY

ARTICLE I: NAME

The name of this organization shall be: "The Graduate Faculty of The University of Oklahoma-Norman Campus".

ARTICLE II: ORGANIZATION

A. There shall be a single University-wide Graduate College with a single University-wide graduate faculty.

B. Unless superseded by direct action of the graduate faculty acting as a whole, the legislative and academic authority of the graduate faculty shall be vested in the Graduate Council.

C. The Dean of the Graduate College shall be the chief University-wide officer for graduate studies and research. The Dean shall coordinate graduate programs among the respective program units. The Dean shall serve as the presiding officer of the University-wide graduate faculty and Graduate Council. The Office of the Dean of the Graduate College shall be the administrative center for all official communications between the Graduate Council and the faculty and administrators.

ARTICLE III: PURPOSES

The purposes of this organization shall be to:

- a. Promote excellence in graduate teaching, research and creative activity.
- b. Assist the graduate faculty in its teaching, research/creative activity and related functions.
- c. Promote collaborative effort, exchange of information and mutual understanding among the graduate faculty.

ARTICLE IV: MEMBERSHIP

Section 1: Criteria and Determination of Membership

- a. Each department/school shall form a graduate faculty committee made up of Members of the graduate faculty. The graduate faculty committee shall have three responsibilities.

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1. To develop the criteria for determining the graduate faculty membership status of each faculty member of the department/school as described in Section 2a below.

2. To obtain approval of these criteria by the department/school and then to recommend these criteria to the Dean of the Graduate College for his/her approval.

Before making a final decision the Dean of the Graduate College shall ask the Dean of the budget college for an evaluation of the criteria.

3. To recommend to the Dean of the Graduate College for his/her approval the appropriate graduate faculty status for each faculty member of the department/school. The recommendations must be based on the criteria which have been approved by the Dean of the Graduate College for use in determining graduate faculty status in the department/school. The committee must also send these recommendations via the Chair/Director to the Dean of the budget college. The Dean and Chair/Director shall then send their comments on the recommendations to the Dean of the Graduate College.

- b. If a faculty member disagrees with his/her assigned status, that faculty member may appeal to the Dean of the Graduate College for a change in status.

1. If the faculty member remains dissatisfied with the Dean's decision on his/her appeal, the faculty member may request the Dean to refer the appeal to the Graduate Faculty Membership Committee of the Graduate Council.

2. After reviewing the status of the objecting faculty member, as well as the means by which the status was determined, the Graduate Faculty Membership Committee of the Graduate Council shall submit a recommendation to the Dean of the Graduate College.

3. The Dean of the Graduate College shall study this recommendation and then reach a decision on the status of the faculty member making the appeal. The Graduate Dean's decision may be appealed to the Provost.

Section 2: Types of Membership

- a. Member - This status shall be granted to faculty members who are judged to be qualified to teach graduate level courses, serve on master's committees and direct master's theses. Those who possess the doctoral degree or compensating experience and expertise may also serve on doctoral committees. When recommended by the department and approved by the Dean of the Graduate College, these Members may also direct and/or co-direct doctoral dissertations. (Note: The basic principle in determining who may direct dissertations should be that only those who are actively involved in research/creative activity should direct the original work of others. Criteria to determine this could include research publications, refereed exhibits and/or performances within a relevant time span, appropriate professional experience in the field, regional or national level

presentations representing significant addition of new knowledge, or unique application(s) of existing knowledge in the solutions of problems pertinent to the contributor's discipline). To be granted Member status, a faculty member must have the appropriate educational background and be engaged in scholarly research/creative activities of sufficient quality to merit professional recognition. (Note: Each department is to recommend to the Dean of the Graduate College what constitutes "appropriate educational background" and "scholarly research/creative activities of sufficient quality" to meet "professional recognition". See Section 1 above).

b. Special Member - This status shall be assigned to persons whose participation in the graduate programs is recommended by their department(s) for a limited period or for a limited objective and whose appointment is approved by the Dean of the Graduate College. This status can be accorded to individuals within or outside the University. Normally this status would be assigned for one year so that a faculty member could teach a graduate course, serve on a graduate examination committee or serve on a thesis or dissertation committee in which the faculty member has recognized expertise. At the expiration of the appointment period, the Special Member may be reappointed with the recommendation and approval of the Dean of the Graduate College.

c. Ex Officio Members - The President of the University, the Provost, all college deans, graduate department chairs/directors and the Director of the Library will be Ex Officio Members of the graduate faculty. If appropriate, they may also be Members of the graduate faculty.

d. Member at Large - The Dean of the Graduate College may recommend to the Graduate Council, through its Graduate Faculty Membership Committee, individuals for Member at Large status on the graduate faculty. In doing so, the Dean must provide a record of appropriate credentials, reason for appointment, statement of duties and privileges of that person. Graduate Council approval is required.

Section 3: Change of Graduate Faculty Status

a. Each department graduate faculty committee should annually evaluate all departmental faculty members who are not Members of the graduate faculty (including new faculty members) for possible graduate faculty membership. When appropriate, this committee should also evaluate those graduate faculty members who do not direct dissertations to determine if a change in that status should be considered (see procedures outlined in Article IV, Sections 1 and 2). A recommendation for appointment to the graduate faculty and/or for approval to direct dissertations shall be sent to the Dean of the Graduate College for evaluation and approval.

b. All Members of the graduate faculty shall have their graduate faculty status, including approval to direct dissertations, reviewed according to the foregoing procedures (see Article IV, Sections 1 and 2) every seven years. A faculty member may at any time request that his/her graduate faculty status

be reviewed. Before the departmental graduate faculty committee recommends a change in a faculty member's status from Member to another status or recommends that approval to direct dissertations be rescinded it shall notify the faculty member that he/she has one probational year to meet the requirements of the status which he/she has held. At the end of the one year, the committee shall reevaluate the graduate faculty status of the faculty member. (Note: If a faculty member no longer demonstrates the credentials necessary to direct dissertations, he/she can continue to direct any student whose dissertation work is underway if a change would cause a hardship on the student).

ARTICLE V: VOTING RIGHTS

Voting Rights are restricted to Members of the graduate faculty. Ex Officio Members, unless they are simultaneously Members of the graduate faculty, Special Members and Members at Large shall not be granted voting privileges. No votes shall be cast by proxy.

ARTICLE VI: MEETINGS

Section 1: Meetings

The Graduate Faculty shall meet as needed, usually at least once every academic year.

Section 2: Special Meetings

a. Special Meetings may be called by the Graduate Council-Norman Campus, by the Dean of the Graduate College, or upon written petition of a total of 40 Members of the graduate faculty.

b. The purpose of the meeting shall be stated in the call.

c. All graduate faculty shall be notified.

d. The Dean shall schedule a meeting of the graduate faculty no earlier than 7 days nor later than 45 days after receipt of the petition by the Dean of the Graduate College. In cases of emergencies, the Dean may call a meeting on shorter notice than 7 days.

Section 3: Quorum

Twenty members of the graduate faculty of the Norman Campus representing at least 4 different departments/schools constitute a quorum provided that no more than one half of the members present is from any one department.

ARTICLE VII: RESPONSIBILITIES AND POWERS OF THE GRADUATE FACULTY

The graduate faculty, in conjunction with the Dean of the Graduate College, shall have the responsibility and power to determine requirements for the admission and retention of students in the graduate programs; to establish

degree requirements; to recommend through the Provost and the President of the University to University Board of Regents the awarding of degrees earned; to formulate and implement educational, research and professional service policies and policy related to all matters of graduate education; to set standards of scholarship and creative achievement; and to take steps necessary for safeguarding and upholding such policies and standards. Nothing in this Article shall be deemed to modify or limit the responsibilities and powers of either The University of Oklahoma Regents or the Oklahoma State Regents for Higher Education to review any items described in this Article.

ARTICLE VIII: THE GRADUATE COUNCIL

The Graduate Council, as the instrument of the graduate faculty, shall exercise the general legislative and academic authority of the graduate faculty. The Graduate Council also shall be responsible for the development and maintenance of a system for the equitable resolution of differences and issues which may arise between and among graduate students and members of the graduate faculty. The graduate faculty reserves the right to review, endorse, change or rescind any action of the Graduate Council. The operation of the Graduate Council is contained in the CHARTER OF THE GRADUATE COUNCIL.

ARTICLE IX: AMENDMENT OF THE CHARTER

Section 1: Amending

This charter may be amended according to the following procedure:

- a. Amendment of this Charter will be considered for a debate at any regular or special meeting of the graduate faculty, if it is proposed by the majority of the Graduate Council or by 40 members of the graduate faculty.
- b. Voting on proposed amendments shall be by mail ballot. To be approved, a proposed amendment requires affirmation by two-thirds (2/3) of the graduate faculty voting.
- c. Amendments shall be submitted to each eligible graduate faculty member for vote at least fifteen (15) days prior to tabulation of ballots.

Section 2: Effective Date

Amendments shall be effective at the beginning of the academic term following the approval by The University of Oklahoma Board of Regents.

ARTICLE X: ADOPTION

This charter shall become effective when it has been approved by a majority of the graduate faculty voting and by The University of Oklahoma Board of Regents.

CHARTER OF THE GRADUATE COUNCIL

ARTICLE I - NAME

The name of this organization shall be: "The Graduate Council of The University of Oklahoma-Norman Campus".

ARTICLE II - FUNCTION

The graduate faculty shall be the academic policy-making body within the University on all matters relating to graduate studies. The Graduate Council, as the instrument of the graduate faculty, shall exercise the general legislative and academic authority of the graduate faculty; establish policies and standards governing development and changes in graduate curricula, including new courses or degree programs; make recommendations on all new proposed graduate programs, or substantially modified graduate programs as well as proposed deletions of graduate programs, monitor graduate course offerings, determine the eligibility of students for admission, financial aid, and graduation, and advise the Dean of the Graduate College on other Graduate College matters. The Graduate Council also shall be responsible for the development and maintenance of a system for the equitable resolution of differences and issues which may arise between and among graduate students and members of the graduate faculty. The graduate faculty reserves the right to review, endorse, change or rescind any action of the Graduate Council as provided by Article VII of this Charter.

ARTICLE III - MEMBERSHIP

A. The Graduate Council shall be composed of three groups of members:

1. Ex Officio Members:

a. The Dean of the Graduate College, who shall be Chairperson of the Council. The Chairperson of the Council may vote only in the event of a tie vote by the Council.

b. The Assistant and Associate Deans of the Graduate College, who shall serve without vote. In the absence of the Dean, the Associate or Assistant Dean will be the Acting Chairperson of the Council.

c. The Secretary of the Graduate Council, who shall be selected by the Graduate Dean and serve without vote. The secretary shall have the responsibility to:

- 1) Schedule meetings of the Graduate Council.
- 2) Prepare and circulate agendas of meetings.
- 3) Prepare and circulate minutes of the meetings of the graduate faculty and Graduate Council.
- 4) Keep a record of all actions taken.
- 5) Perform other duties that may be necessary to accomplish faculty and Council business.

2. Members elected from the University graduate faculty according to the following criteria:

a. Each college offering one or more graduate programs shall be entitled to a minimum of at least one elected member. In a college with more than one representative, that college should develop election procedures to ensure broad representation of the areas within that college.

b. The maximum number of elected members from any college shall be one for each whole ten percent (10%) of the total University full-time equivalent graduate student population enrolled in the College. Graduate student enrollment percentages will be rounded to the nearest multiple of ten percent.

c. Official graduate student full time equivalents in the various Colleges shall be determined from the records of the Graduate College for the Fall semester of the academic year in which the elections are held.

d. No faculty member shall be eligible for election to membership on the Graduate Council unless he/she is a member of the graduate faculty.

e. Each elected member shall serve for a three-year term, and, when possible, elections will be staggered to ensure approximately one-third new members each year. The term shall commence on September 1.

f. No faculty member can serve more than six consecutive years.

g. Vacancies caused by resignation, leave, illness, etc. shall be filled by election in the college with the vacancy. The member will serve for the remainder of the unexpired term.

3. Graduate Student Members

Four graduate students shall be appointed by the Dean of the Graduate College from at least eight nominations made by the Graduate Student Association. Student members will serve with voting privileges for one-year terms and no two may be from the same college. Students may serve for more than one term.

B. Any Council member who misses three or more Council meetings in a year (September through the following June) will be subject to dismissal from the Graduate Council. The Dean of the Graduate College will investigate the reasons for the absences and decide whether or not to declare the seat vacant.

ARTICLE IV - ELECTION OF MEMBERS

A. Elections shall be held in April or May of each year within each college for which there is an actual or impending vacancy in Graduate Council representation. Vacancies shall be filled only by election, regardless of cause. (That is, vacancies caused by resignation, leave, illness, etc., as well as those due to expiring terms, shall be filled by election).

B. When an election is necessary in a given college, the Dean of the Graduate College will notify the dean of the college.

C. The dean of the college will then arrange for an election to be conducted. Only members of the University graduate faculty shall be eligible to vote.

ARTICLE V - MEETINGS

A. Meetings shall be held monthly during the academic year. Special meetings may be called at any time by the Dean of the Graduate Council.

B. A quorum shall consist of more than half of the voting members of the Council.

C. Items of Council business and agenda shall be mailed to all members of the Council so as to be in their hands in advance of a meeting.

D. Business of an emergency nature can be brought before Council at any meeting if a majority of the members present vote to consider the issue.

E. Items of business shall be passed if a majority of members present vote favorably.

F. The Chairperson of the Graduate Council shall appoint a faculty member to serve as parliamentarian.

G. All meetings shall follow Robert's Rules of Order.

ARTICLE VI - COMMITTEES

A. There shall be the following standing committees of the Graduate Council:

- a. Special Degree Programs
- b. Graduate Faculty Membership
- c. Courses and Program Changes
- d. Inter-Council Liaison

B. Each standing committee shall have at least four members and generally be chaired by one of the deans in the Graduate College. A slate of membership for each committee shall be prepared by the Dean of the Graduate College and presented to the Graduate Council for approval at the first Council meeting in the Fall semester. The term of duty is one calendar year.

C. Agenda items for these standing committees normally shall be directed to them by the Graduate Council or by the Dean of the Graduate College. These committees shall report and make recommendations to the Graduate Council.

D. Ad Hoc Committees, whose membership may be drawn from the graduate faculty at large, shall be authorized and selected by the Dean of the Graduate College.

ARTICLE VII - COUNCIL ACTION

The dean of each college and chair/director of each department/school shall be sent copies of the Council's agenda before its meetings and copies of the Council's minutes afterward. Three additional copies of the agenda will be sent to each chair/director for duplication and distribution to each faculty member within the department/school. All members of the graduate faculty will be sent copies of the minutes of Graduate Council meetings unless they desire not to receive them. Each department is urged to post a copy of the minutes so they will be available to graduate students. Members of the graduate faculty and deans of each college (or their designated representatives) shall have the right to be present at meetings of the Council and may, with the permission of the Council's Chairperson or a majority of the Council, participate in a non-voting capacity in discussion of business before the Council.

Course Changes and Petitions will be considered approved by the graduate faculty seven days (7) after the minutes are delivered if no written protest is received in the Graduate College office. When a written protest is made by one or more members of the graduate faculty, the course change or petition will be returned to Council for reconsideration. If the Council confirms its initial action, the matter will be considered final.

Actions of the Graduate Council other than Course Changes and Petitions will not be put into effect until at least 30 days after the notification of such actions has been circulated among the graduate faculty. If during the 30-day period a valid written protest to Council action is made, the matter will be returned to the Council for reconsideration. To be valid, the protest must be signed by 40 members of the graduate faculty or 80 currently enrolled graduate students. If the Council confirms its initial action, a meeting of the graduate faculty shall be called for its consideration of the contested action. Following the meeting, the graduate faculty will be polled by mail ballot.

President Banowsky recommended approval of the Charter for the Graduate Faculty, Norman Campus and the Charter for the Graduate Council, Norman Campus as shown above.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

NINE-MONTH FACULTY APPOINTMENT PERIOD

A change has been proposed in the nine-month appointment period for Norman Campus faculty. The appointment period for almost all nine-month faculty is now September 1 through May 31. It is desirable the period be changed to August 15 through May 15. In addition, it is desirable that the official ending date for first semester appointments be changed from January 15 to December 31 in order to keep each semester appointment equal to four and one-half months.

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Modifications in the academic calendar over the years have moved the instructional period closer to the August 15 through May 15 period. Fall registration usually takes place somewhere during the next to the last week of August and commencement ordinarily occurs around May 12. There is a provision that the instructional period may not correspond precisely to the appointment period and this provision should continue but a change in the appointment period to August 15 through May 15 would bring the appointment period closer to the instructional period.

In order to effect this change, it is necessary to modify Section 3.5.2 of the Faculty Personnel Policy as shown below with the words to be eliminated lined through and the new words underlined:

Faculty appointments for the academic year are made for the period ~~September 1~~ August 15 through May ~~31~~ 15, though the instructional period may not correspond precisely to these dates. It is the responsibility of the appropriate chair or dean to notify each faculty member of the date the faculty member is expected to start work. The appointment for the first semester ends ~~January 15~~ December 31, even though the semester may end at a different time.

Nine-month faculty would still have the opportunity, at their discretion, to spread their salary payments over 12 months. Those who do not spread their payments over 12 months would be paid for one-half of a month at the end of August and for one-half of a month at the end of May. Summer session appointments for the regular eight-week period would remain effective June 1 through July 31, again with the instructional period not coinciding exactly with the appointment period.

President Banowsky recommended approval of the change shown above in Section 3.5.2 of the Norman Campus Faculty Personnel Policy to change the nine-month faculty appointment period.

Regent Little moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

COLLEGE OF LAW CURRICULUM REVISION

After more than two years of study, the faculty and the Dean of the College of Law have recommended a major revision of the curriculum leading to the Juris Doctor degree. A summary of the major changes recommended by the Curriculum Review Committee, adopted by the faculty, and approved by the Dean and Provost is as follows:

Revision of the First-Year Curriculum

<u>Course</u>	<u>Current</u>		<u>Proposed</u>	
	<u>Fall</u>	<u>Spring</u>	<u>Fall</u>	<u>Spring</u>
Legal Method	1			
Legal Research and Writing	1			
Appellate Advocacy		1		
Legal Research, Writing and Appellate Advocacy I and II			2	1
Contracts I and II	3	3	3	3
Criminal Law and Procedure	3	3		
Criminal Law				3
Property I and II	3	3	3	3
Torts I and II	4	2	4	2
Remedies		4		
Civil Procedure I and II	—	—	3	3
Credit Hours	15	16	15	15

The proposed first-year curriculum will give greater emphasis to legal research and writing and move the Civil Procedure courses to the first year where they will be integrated with the basic substantive law instruction. The courses in Criminal Procedure and Remedies, not having been deemed "to impart a basic knowledge about the law, legal institution, and legal skills" have been redesigned as advanced level courses and moved into the second- and third-year curriculum as electives.

Upper Class Required Courses

The most difficult aspect of the curriculum revision, both within the committee and the faculty as a whole, was the establishment of a new list of courses required after the first year. Currently a law student must complete 53 required semester credit hours out of 90 for the award of a Juris Doctor degree. Of the 53, 31 are in the first-year curriculum and 22 are in the upper classes. This required course component was viewed by most faculty members as being too great. It does not provide enough elective opportunity for the pursuit of individual specialized interests. This was a concern because of the general observation that the legal profession is becoming more specialized with each passing year.

The current second- and third-year requirements are:

Civil Procedure I	3
Civil Procedure II	3
Evidence	4
Constitutional Law	4
Professional Responsibility	2

Any Jurisprudential course	2
Applied Nature courses	2
Practice Court	<u>2</u>
Credit Hours	22

In the proposed curriculum, the only required courses in the second and third years would be a course in Professional Responsibility, a condition of ABA accreditation, and a "rigorous writing experience". The latter would be a new requirement and could be satisfied in a variety of ways such as the presentation of a paper in a seminar, preparation of a publishable article for a law review, or directed research.

An assumption behind the recommendation to scale down the required courses for the second and third years is that the great majority of students will continue to take Constitutional Law, Evidence, and Clinical Practice courses. Employers will expect this in most instances and most students will feel uneasy about the comprehensiveness of their education should these be omitted. However, we do have law students with highly individualized, specialized educational goals which can be fully satisfied without taking these or other requirements.

In lieu of the current list of upper class requirements, the following has been developed as a suggestion for all students, because of the courses' broad application in practice or because they are concerned with important elements of the legal system. This list is primarily a counseling tool.

Recommended Courses

<u>Course</u>	<u>Credit Hours</u>
Constitutional Law I	4
Constitutional Law II	2
Criminal Procedure I	3
Evidence	4
Income Tax	<u>3</u>
	16

Desirable Courses

Administrative Law	3
Commercial Transactions	4
Conflict of Laws	3
Corporations	3
Debtors' Creditors' Rights	3
Decedents' Estates and Trusts I	3
Federal Courts	2
Introduction to Commercial Law	2
Legislation or Legislation Seminar	1 to 2

Remedies	3
At least one of:	
Legal History - American or	2
Legal History - English or	
Jurisprudence or	
Legal Process (if offered)	
Practice Court or Legal Aid	3 or
Clinic or Legal Externship Clinic	1
and Trial Techniques	+2
	<hr/>
	29 to 30

Study Areas

One of the most important new departures in the curriculum revision is the designation of study areas for those students with specialized interests. For the second and third years of law study, the following criteria will apply:

1. The faculty recommends that a student should take no more than 30 hours of courses listed in any one study area.
2. Credit in courses in the "recommended" group in the list of courses suggested for all students shall not be counted in computing the recommended 30 hour maximum in any one study area.
3. The courses designated for any study area shall be elective only and not prescribed.
4. Courses listed in each study area shall be separated into three categories: recommended, desirable, and if offered.

The following areas have been identified as study areas with appropriate study plans for the second- and third-year students:

Business Practice
 Civil Litigation
 Commercial and Consumer Law
 Criminal Law and Procedure
 Energy and Natural Resources
 General Practice
 International Law
 Labor Law
 Public Law
 Real Estate Law
 Tax Law
 Wealth Transfer

Further information on each study area was presented to each Regent.

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Courses to be Added

The following courses are proposed for addition to the curriculum of the College of Law:

Administrative Process
American Indian Law
Aviation Law
Biomedical Technology and the Law
Church-State Relations Seminar
Competitions
Constitutional Law II
Criminal Law Appellate Advocacy
Criminal Law Seminar
Criminal Liability of Corporations and Business
Criminal Practice in Federal Courts
Criminal Practice Forensic Science
Criminal Procedure Seminar
Decedents' Estates and Trusts I
Decedents' Estates and Trusts II
Employment Relationship Seminar
Equal Employment Opportunity
European Economic Community Law
Financial Institutions Law
Judicial Clinic
Legal Externship Clinic
Methods of Instruction for Legal Research, Writing,
and Appellate Advocacy
Partnership Taxation
Products Liability and Safety
Race, Racism, and American Law
Sports Law
Torts III
Women and the Law Seminar

Courses to be Deleted

The following courses are proposed for deletion from the curriculum of the College of Law:

Advanced Remedies
Business Associations III
Court Administration
Franchising Seminar
Federal, State, and Interstate Relations Seminar
Financial Reorganization
Foreign Procedure Seminar
Government Contracts
Law Office Management
Lectures in Foreign Law
Legal Theory Seminar

Minicourses

Practice Before Administrative Agencies
Remedies Seminar
Securities Transfers
Selected Legal Problems
Space Law
State and Local Taxation
State Regents Governmental Internship
Urban Environmental Management
Urban Planning
Water Rights Planning and Management Seminar
Zoning Practice and Procedures

Many of these courses are valuable, and deletions are not proposed merely on pedagogic judgments. The recommendation to delete a course primarily recognizes the limitation on course offerings arising from the size of our faculty and also student interest, or lack thereof, in the subject matter. These courses will not actually be offered in the immediate future in any event and retaining them in our bulletin is misleading. Given a change in faculty strength and student demand, the College of Law would, of course, reconsider the entire list of course offerings.

President Banowsky recommended approval of the curriculum revision for the College of Law as summarized above.

Regent Little moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

APPLIED SYSTEMS INSTITUTE, INC.

A draft of the proposed constitution and bylaws of Applied Systems Institute, Inc. was distributed. The establishment of this corporation is a way of providing structure for the new Weather Center and will bring together the University, State, federal, and private entities into a nonprofit corporate structure. The constitution and bylaws provide for a Board of Trustees drawn from the cooperating groups (one member from each organization plus three at-large for a total of 13 Trustees). There is no stock, no capitalization, no distribution, and no requirement to participate. No State assets will ever in any way become the property of the corporation.

This structure will allow for possible future developments in hydrology, image processing, satellite communications, and others. It will be possible to pool the interests and concerns of all the component groups to develop a strength in Norman that would not otherwise be possible. The corporation can also serve as an important link in attracting high technology enterprises to our North Campus research area by developing an attractive environment, e.g. the development of satellite uplink/downlink capabilities which is already under discussion. Applied Systems Institute, Inc. can be extremely effective in supportive activity for the University.

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President Banowsky recommended that the Board of Regents acknowledge receipt of the constitution and bylaws of Applied Systems Institute, Inc. and authorize University representatives to participate as members of the nonprofit corporation.

Regent Rothbaum moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

HOUSING POLICY FOR FRESHMEN

Currently the Housing Policy for Freshmen is as follows:

Regents' policy provides that certain students are required to live in University housing. All single freshmen students who are not 20 years of age, who do not have at least 24 hours of college credit, or who have not lived in University residence halls for at least two semesters must live in a University residence hall or in University approved fraternity or sorority housing for the academic year. Exception from this policy is by special permission only, granted in writing by the Vice President for University Community or his/her delegate(s). Application for special permission must be made to the University Community Office, Room 213, Hester Hall prior to the beginning of each semester. Special permissions are granted for a period of one semester only and are subject to review prior to renewal.

The change allowing freshmen to live in sorority and fraternity houses was made several years ago when we could not accommodate all of the students who applied to live in University housing. Now, due to decreases in enrollment, applications for University housing for fall semester of 1984 are down compared to fall semester of 1983 and it is desirable that the housing policy be revised.

President Banowsky recommended that the Housing Policy for Freshmen be revised to read as follows:

Regents' policy provides that certain students are required to live in University housing. All single freshmen students who are not 20 years of age, who do not have at least 24 hours of college credit, or who have not lived in University residence halls for at least two semesters must live in a University residence hall for the academic year. Exception from this policy is by special permission only, granted in writing by the Vice President for Student Affairs or his/her delegate(s). Special permissions are granted for a period of one semester only and are subject to review prior to renewal.

Regent Kemp moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

STUDENT ACTIVITY FEE DISTRIBUTION

In the summer of 1983, when the Regents approved the 1983-84 distribution of the Student Activity Fee funds, the projected fee income for the year was \$1,700,000. Currently the projected income is \$1,571,625. Therefore, the Budget Committee of UOSA and the Vice President for Student Affairs have met and proposed reductions in previous allocations in order to meet this funding shortfall. The projected changes are as follows:

	<u>1982-83</u>	<u>Current 1983-84</u>	<u>Proposed 1983-84</u>	<u>Decrease</u>
Goddard Health Center	\$ 680,000	\$ 680,000	\$ 628,000	\$ 52,000 (8%)
Oklahoma Daily	67,000	89,500	81,500	8,000 (9%)
Intramurals & Recreation	159,390	181,890	174,515	7,375 (4%)
Student Affairs	94,777	94,777	92,277	2,500 (3%)
Facilities Bond System	150,000	150,000	150,000	-0-
Campus Transportation System	87,000	122,000	118,500	3,500 (3%)
UOSA	277,856	300,000	270,000	30,000 (10%)
Reserve	<u>33,977</u>	<u>81,833</u>	<u>56,833</u>	<u>25,000 (30.6%)</u>
TOTAL	\$1,550,000	\$1,700,000	\$1,571,625	\$128,375

President Banowsky recommended approval of the revised Student Activity Fee distribution for the Norman Campus for 1983-84.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

HEALTH CARE CONSULTING SERVICES

Bids were recently circulated for health care consulting services to study the feasibility of the University developing alternatives to the present traditional health benefits program for faculty, staff, students and their families. The continuing significant increases in the cost of employee health insurance coupled with an existing, on-campus medical facility, the Charles B. Goddard Health Center, suggest a number of attractive, cost-saving alternatives

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such as self-insurance and a University operated Health Maintenance Organization (HMO), or Preferred Provider Organization (PPO), or other health service delivery system designed to care for the entire University Community. The feasibility study will help determine which of the alternatives might be best suited to the University.

The cost of the study will be charged to Goddard Health Center and the Insurance Section Operations account.

Bids were sent to consulting firms with experience in the health care field. Four bids were received as follows:

<u>Firm</u>	<u>Evaluated Ranking</u>	<u>Fee Plus Estimated Expenses</u>
Price Waterhouse Oklahoma City	1	\$54,600.00
Herman Smith Assoc. Hinsdale, Illinois	2 Option 1 Option 2	\$98,650.00 \$79,725.00
Chi Systems Ann Arbor, Michigan	3	\$46,440.00
Arthur Anderson Oklahoma City	4	\$62,100.00

Each bidder made a presentation on their bid to an Evaluation Committee and the bids were evaluated on the basis of the following factors:

1. Significant relevant experience
2. Client survey
3. Prices
4. Principal involvement
5. Schedule
6. Responsiveness to bid requirements

The Evaluation Committee unanimously selected Price Waterhouse as the best qualified bidder. The one lower bid of Chi Systems was based on a study with a very narrow scope and the efforts proposed were 289 hours less than Price Waterhouse.

President Banowsky recommended that the Board of Regents approve the award of a purchase order in the amount of \$54,600.00 to Price Waterhouse for consulting services to study the University's health care needs.

Regent Little moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

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1984 SUMMER SESSION BUDGET

The following is a summary of the proposed 1984 Summer Session Budget:

	<u>June</u>	<u>July</u>	<u>Total</u>
College of Arts and Sciences	\$186,000	\$186,000	\$372,000
College of Business Administration	60,120	60,120	120,240
College of Engineering	63,000	63,000	126,000
College of Environmental Design	19,150	19,150	38,300
College of Fine Arts	40,500	40,500	81,000
College of Geosciences	25,947	22,613	48,560
Research Units	15,650	15,650	31,300
Contingency	<u>2,133</u>	<u>5,467</u>	<u>7,600</u>
Total, Norman Campus	<u>\$412,500</u>	<u>\$412,500</u>	<u>\$825,000</u>
College of Law	<u>\$ 26,037</u>	<u>\$ 26,037</u>	<u>\$ 52,074</u>

In accord with Regents' policy, individual personnel appointed to serve during the summer session do not require Regents' action as long as funds are included in the Summer Session Budget. Appointments that are made will be subject to and contingent upon the courses meeting the University's minimum class sizes and upon the availability of appropriate funding.

President Banowsky recommended approval of the 1984 Summer Session Budget as shown above.

Regent Kemp moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

PURCHASE OF GASOLINE

Bids were recently circulated for the purchase of gasoline for the period April 1, 1984, through June 30, 1984, for the Norman Campus Motor Pool. The estimated requirements are 34,000 gallons of regular gasoline and 26,000 gallons of unleaded. Specifications include a de-escalation provision so that the University price will reduce as refinery price reduces.

Payment will be made from Motor Pool Account 147-302.

Bids were received as follows:

	<u>Regular</u>	<u>Unleaded</u>
1. J&J Masters Oil Co. Norman	\$.8770	\$.9070

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	<u>Regular</u>	<u>Unleaded</u>
2. Martin Oil Co. Norman	\$.8789	\$.9086
3. Mangum Oil & Gas Co. Mangum	\$.8808	\$.9105
4. Paul Penley Oil Co. Oklahoma City	\$.8846	\$.9146
5. L. D. Rhodes Oil Co. Oklahoma City	\$.8848	\$.9148
6. Kerr-McGee Oil Co. Oklahoma City	\$.8961	\$.9261
7. Prime Oil Inc. Oklahoma City	\$.9278	\$.9578

The low bid of J&J Masters Oil Company is acceptable.

President Banowsky recommended that the Board of Regents approve the award of a purchase order in the estimated amount of \$53,400.00 to J&J Masters Oil Company to provide gasoline for the period April 1, 1984 through June 30, 1984.

Regent Little moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

ORDER PROCESSING AND WAREHOUSING SERVICES

The University of Oklahoma Press has completed an analysis of four alternatives to satisfy its order processing and warehousing requirements. For each alternative, costs were projected over a three-year period. The estimated total costs are as follows:

	<u>Estimated Three-Year Total</u>
Present OU Press Facilities	\$1,009,711.00
Upgraded OU Press Facilities	988,634.00
Johns Hopkins Contract	906,769.00
Harper & Row Contract	779,837.00

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The current OU Press facilities consist of two obsolete, high-risk warehouses and an overextended computer system of 1970 vintage. Upgrading those facilities would involve the leasing of suitable warehouse space and an updated computer system. Johns Hopkins and Harper & Row are the only outside organizations now providing order processing and warehousing services for a number of university presses. Contracting for the Harper & Row services would produce savings of approximately \$230,000 over three years.

Harper & Row now provides order fulfillment and warehousing services for the University of Illinois Press, the University of Kentucky Press, the University of Missouri Press, Ohio University Press, and others. It has ample space to accommodate the OU Press inventory in its warehouse and shipping center in Troy, Missouri, which is conveniently located in relation to the OU Press's regional and national markets.

This study was undertaken at the urging of the Press's Management Advisory Board. The Director of the Press has recommended contracting with Harper & Row for order fulfillment and warehousing services for the next three years, beginning July 1, 1984. The recommendation has been reviewed and approved by the Vice Provost for Research Administration and the Provost. The proposed contract has been reviewed and is acceptable to Legal Counsel.

President Banowsky recommended that the Board of Regents approve the award of a contract to Harper & Row and authorize issuance of a purchase order in the estimated amount of \$212,000 to provide order processing and warehousing services for the period July 1, 1984 through June 30, 1985.

Regent Kemp moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

PROPOSAL, CONTRACT, AND GRANT REPORT

A summary of proposals for contracts and grants for the Norman Campus for February, 1984 was included in the agenda for this meeting. A list of all contracts executed during the same period of time on proposals previously reported was also included.

President Banowsky 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 depending on these negotiations.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

FOOTBALL TELEVISION BROADCAST RIGHTS

The University of Oklahoma's involvement in the historic legal determination of the right to telecast intercollegiate football games has been highly publicized through two lower federal court decisions. Later this month, the United States Supreme Court will hear oral arguments and a decision is expected before the Court's summer recess.

While it is not possible to determine the outcome of the Court's decision, plans to market the television broadcast rights must be finalized if the University desires to implement a plan for the 1984 Varsity Football Season. In order to have in place a viable television plan for the 1984 season, sufficient preparation time must be given to a successful bidder. It is for that reason that bids must be invited before the Court's decision. Therefore, it is recommended that competitive bids be received which will be subject to and contingent upon a favorable judicial determination to the plaintiffs in the lawsuit.

The University believes that it is in its best interest to develop a television plan that combines national and regional network exposures with local coverage. It is also felt that a two-year contract is consistent with its quality and coverage objectives.

The following specifications were distributed to the Regents earlier in the week and discussed in some detail at the committee meeting on Wednesday:

INVITATION TO BID FOR UNIVERSITY OF OKLAHOMA
INTERCOLLEGIATE FOOTBALL TELEVISION BROADCAST RIGHTS

The Board of Regents of The University of Oklahoma will accept sealed bids on or before 10:00 a.m., March 30, 1984¹ in the office of Barbara Tuttle, Executive Secretary of the Board of Regents, Room 119, Evans Hall, 660 Parrington Oval, Norman, Oklahoma 73019, for its intercollegiate football games for the 1984 and 1985 seasons except for those games which the University is able to sell to one of the National television networks for national and/or regional television broadcast exposure and other specifically excluded games.

The bid is for a two-year period beginning with the 1984 intercollegiate varsity football season and ending with the final regularly scheduled football game of the 1985 football schedule. It is subject to and contingent upon a decision, favorable to The University of Oklahoma, being rendered by the United States Supreme Court in the case of The Board of Regents of the University of Oklahoma, et al v. National Collegiate Athletic Association, by July 15, 1984², or such other action that makes the bid consistent with applicable NCAA legislation and prevailing law.

¹ March 30, 1984, or earliest possible date is preferred.

² This case is set for oral argument before the United States Supreme Court on March 20, 1984, and The University of Oklahoma is hopeful that a favorable decision will be rendered on or before July 15, 1984.

The purpose of this bid is to secure a television contract to broadcast included varsity football games, which will maximize the University's financial remuneration for these intercollegiate football broadcast rights and which will be compatible with either a College Football Association (CFA), national "coalition", Big Eight Conference, and NCAA television plan to which The University of Oklahoma is or becomes committed for any part or all of these two seasons.

Bidders are advised that The University of Oklahoma believes that it is in its best interest to have national and regional television coverage of its games and for this reason certain regularly scheduled games for the 1984 and 1985 football seasons will be excluded from any contract awarded to the successful bidder. At the sole prerogative of University, as many as four (4) games per season may be excluded for national and/or regional coverage.

If the bidder deems it beneficial to include in its bid intercollegiate varsity football games not involving The University of Oklahoma, that proposal should be stated and described in detail in the submitted bid.

The University reserves the right to reject any and all bids if in the sole discretion of the Board of Regents of The University of Oklahoma it is deemed to be in the best interest of the University.

A. GENERAL CRITERIA FOR ALL BIDDERS:

1. Customer References: Bidders are required to provide the name, address, and telephone number of at least three (3) references.
2. Bidder Qualification Data: In order to evaluate bidder qualifications, bidders are requested to furnish information on the following items:
 - a. Financial Resources (Financial Statements, Statements of Profit and Loss, and other information deemed pertinent by bidder concerning financial resources)
 - b. Personnel Resources
 - c. Executives or key person resumés
 - d. Bidder's history and ability to deliver a quality television sports broadcast product
 - e. Type, capacity, and number of cameras and other production equipment to be utilized
3. Bid Evaluation Criteria: The evaluation of this bid will be based upon the following criteria:
 - a. Past performance of bidder
 - b. Ability to perform specified University objectives
 - c. Financial considerations to University

- d. Responsiveness to bid terms and conditions and bid clarity
- e. Willingness to enhance and promote University educational objectives

4. Prior Course of Dealings: Bidders understand and agree that no trade usage or prior course of dealings shall be part of any bid used in the interpretation or construction of a bid.

5. Statutory Bond: A Statutory Bond equal to one hundred percent (100%) of the total awarded bid and/or the total estimated production costs shall be required of the successful bidder in favor of the Board of Regents of The University of Oklahoma.

6. Performance Bond: A Performance Bond equal to one hundred percent (100%) of the total awarded bid and/or the total estimated production costs shall be required of the successful bidder in favor of the Board of Regents of The University of Oklahoma.

7. Bid Rejection: The University of Oklahoma reserves the right to reject any or all bids and is not bound to accept the bid if that bid in the sole discretion of the University is contrary to its best interests.

8. Bid Acceptance Period: All bids submitted shall be firm for a period of forty-five (45) days after the bid opening date, which date shall be March 30, 1984, at 10:00 a.m.

9. Inquiries: Direct all inquiries relative to the conditions and specifications listed herein to:

Robert E. Smith
Assistant Director of Athletics
Athletic Business Office
The University of Oklahoma
Norman, Oklahoma 73019
(405) 325-6511, Ext. 430

Should you have any questions with reference to the bid specifications, you should contact Robert E. Smith for clarification. The University prefers that all clarifications be in writing so that written responses can be given and circulated to all other bidders.

10. Responsibility of the Bidder: The successful bidder shall keep himself fully informed of and shall faithfully observe all laws, national and state, and all ordinances and regulations affecting his responsibility to the University, or affecting the rights of his employees, and he shall protect and indemnify the University, its officers, and agents against any claims of liability arising from or based on any violation thereof during the period of the contract which is awarded pursuant to the bid evaluation.

11. Non-Collusion Affidavit: The University requires each bidder submitting a competitive bid to it to furnish a notarized statement of non-collusion.

12. Payment: Any agreement entered into with the successful bidder shall contain a provision that late payments of the remuneration to University will result in a penalty at the rate of one-and-one-half percent (1½%) per month for each day that payment is late and, at the election of University, said agreement may be cancelled and terminated immediately.

B. SPECIFIC AGREEMENTS TO BE INCLUDED IN ALL BIDS:

1. The awarding of live television football rights shall in no way affect or preempt the granting of delayed television football broadcast rights or radio broadcast rights.

2. Bidder shall use the best equipment and transmission facilities available to ensure the highest quality broadcast possible using state of the art equipment and facilities.

3. Bidder shall agree that, in the event that its broadcast quality services fall below the standards acceptable to the University or, if it fails to perform any portion of the agreement, the University shall have the right to cancel the agreement immediately.

4. Bidder shall agree to provide not less than five (5) minutes of public service time to The University of Oklahoma during the half-time of each game for use in promoting the University's non-athletic activities. Additionally, short statements promoting the non-athletic activities of the University, prepared by the University, shall be used by the announcers throughout the game.

5. Bidder shall employ, at a minimum, at its sole expense, the services of a producer, director, play-by-play announcer, color analyst, and statistician. The University reserves the right to approve the play-by-play announcer and color analyst.

6. Live television football broadcast rights for pre-season or post-season competition are not part of this bid.

7. The University shall have the right to request financial records of any bidder to determine and evaluate the financial ability of the bidder to perform the terms specified herein.

8. The University shall have the right to approve, in advance, the subject matter of all promotional messages and commercial advertising to be broadcast, from pre-game open through any coaches show closing.

C. SPECIFIC INFORMATION TO BE SUBMITTED BY ALL BIDDERS:

1. Method of live broadcast and area of coverage. Commercial or cable?

2. Equipment. General description of the type of broadcast equipment to be used, with a specific description of the numbers of cameras, tape machines and devices for special effects to be used.

3. Personnel. General background and experience of the broadcast staff, with a specific description of the numbers of persons who will be used for such broadcasts and their individual responsibilities.

4. Detailed program format, to include an after-game O.U. coaches' show.

5. Payment. Amount of payment and method of payment.

President Banowsky recommended that the Board of Regents invite bids to telecast its 1984-85 regular season intercollegiate varsity football games which will address the desired objectives of national and regional network exposure and local coverage.

Regent Kemp moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

POSTAL SERVICE PROPOSAL

In 1969 the United States Postal Service established the first Technical Training Center at the University of Oklahoma. The Postal Service initially leased three floors in Couch Tower. Over the next several years, as the Technical Training Center grew, additional space in Couch Tower was leased. Eventually, the Postal Service occupied the entire facility. This proved to be mutually beneficial to the Postal Service, which received a first class facility for its use, and to the University, which was faced with a declining residential population and did not require this dormitory space. The annual lease payment of over \$1,019,000 makes a major contribution to the housing systems debt service.

Over the past several years the dramatic growth of the Technical Training Center has substantially increased its facility requirements. In addition to the facilities leased from the University, the Postal Service leases four other facilities in Norman.

The final five-year Couch Tower lease will expire November 30, 1988. In anticipation of this, the Postal Service has completed a comprehensive study of the total needs of the Technical Training Center. As a result of the comprehensive study, the Postal Service has requested proposals from interested parties who wish to provide a new Technical Training Center which would consolidate the Center into one "campus-like" location. The Postal Service is interested in continuing their relationship with the University and therefore structured the request for proposals so that one option would permit the University to submit a proposal which would include the continued use of Couch Tower. Another option provides for construction of facilities on University property.

Total U.S.P.S. facility requirements include approximately 370,000 square feet of classroom, laboratory, and office space, and approximately 253,000 square feet of residential space sufficient to house 800 students. The University feels that a proposal can be structured which will meet the objectives of the Postal Service and meet the long-term objectives of the University.

There are several benefits which will accrue to the institution if the University's relationship with U.S.P.S. is continued:

1. We believe that the lowest long-term cost to the Postal Training Center can be achieved by the continuation of the Couch Tower lease. This is beneficial to the University in that we will have a tenant for that space which is not currently required for University Housing. The Postal Service's current lease payment of \$1,019,000 makes a significant contribution to the housing systems annual debt service.
2. The Postal Service has requested a forty-year lease for the new proposed facilities. It is the University's and the Postal Service's intention to construct our standard high quality buildings. Therefore, at the conclusion of the forty-year lease, the University will have a tremendous asset available for University needs.
3. The proposed annual lease payment for the new facilities should generate revenue which can be used to develop other University projects.

President Banowsky recommended that the Board of Regents authorize the University administration to prepare and submit a proposal to the United States Postal Service. The Proposal should take into account the overall objectives of The University of Oklahoma and should meet the basic requirements requested by the United States Postal Service. The completed Proposal will be submitted for Regents' approval at the April Board meeting.

Regent Sarratt moved approval of the recommendation. The following voted yes on the motion: Regents White, Little, Rothbaum, Kemp, and Sarratt. The Chair declared the motion unanimously approved.

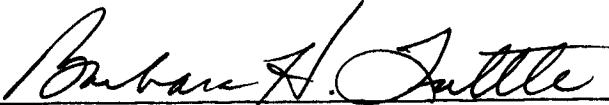
REPORT ON MAJOR CAPITAL IMPROVEMENT PROJECTS

As shown on the following pages, a report was presented to the Regents on major capital improvement projects now under construction and in various stages of planning on the Norman Campus. No action was required.

March 8, 1984

17873

There being no further business, the meeting adjourned at 10:12 a.m.



Barbara H. Tuttle
Executive Secretary of the Board of Regents

THE UNIVERSITY OF OKLAHOMA, NORMAN CAMPUS
MAJOR CAPITAL IMPROVEMENTS PROGRAM

ARCHITECTURAL AND ENGINEERING SERVICES
PROGRESS REPORT - MARCH, 1984

PROJECTS UNDER CONSTRUCTION

Project	Architects or Engineers	Contractors	Contract Award Date	Original Adjusted Completion Date	Original Current Contract Amount	Status Percent Complete	Source of Funds
Campus Lighting Program	Paul Sprehe and Associates, Inc.	Physical Plant	---	12/20/83	\$ 175,000 \$ 119,000	100%	Section 13/New College Funds.
Energy Center Building, Phase IIA	The Benham Group	Harmon Construction	07-14-83	12/31/85 1/23/86	\$9,229,613 \$9,197,927	20%	State Building funds and private funds.
Energy Center Building, Phase IIIA	The Benham Group	Harmon Construction	01/13/84	12/31/85 01/23/86	\$3,788,914	3%	State building funds and private funds.
N.E.L. Building Renovation	Architectural and Engineering Services	Physical Plant	---	---	\$ 500,000	95%	Section 13/New College Funds.
School of Music Building Phase IA	Kaighn Associates Architects Inc. and Bauer, Stark & Lashbrook, A Joint Venture	Flintco, Inc.	2/8/84	1/27/86	\$4,368,000	0%	State building funds and private funds.
Maintenance Technical Support Center Renovation and Addition	Meyer/Brown, Inc.	Lambrecht Construction, Inc.	2/3/84	8/31/84	\$ 720,265	2%	Federal funds.
Chiller Drive Energy Conservation Project	---	Physical Plant	---	---	\$ 105,500	25%	Section 13/New College Funds and Federal Funds.

Project	CMP Priority Number	Architects or Engineers	Contract or Letter	Estimated Cost	Status
Science Hall Renovation	M&R 28	Shaw Associates, Inc.	01/22/76	\$ 886,201	Schematic plans have been approved. Project is inactive.
Gould Hall Renovation, Phase II	M&R 13B	Loftis, Bell & Downing Architects and Planners	07/22/82	\$ 1,695,000	This project is inactive.
Gould Hall Renovation, Phase IIA	M&R 13D	Loftis, Bell & Downing Architects and Planners	07/22/82	\$ 250,000	Final plans have been completed.
Golf Course Improvement Program, Dam, Lake, and Pumping System, Part 1	---	Associated Engineers, Inc.	12/10/80	\$ 450,000	Final plans have been completed.
Golf Course Improvement Program, Water Distribution and Sprinkler System, Part 2	---	Architectural and Engineering Services	---	\$ 300,000	Final plans have been completed.
Golf Course Improvement Program, Landscaping and Other Improvements, Part 3	---	Architectural and Engineering Services	---	\$ 250,000	Preliminary studies are in process.
Golf Course Improvement Program, Effluent Line, Part 4	---	Associated Engineers, Inc.	12/10/80	\$ 150,000	Final plans have been completed.
Energy Center Building, Phases IIB, IIIB, IV and V	NC 2	The Benham Group	12/16/81	\$45,000,000	Final plans for Phases IIB and IIIB are 90% complete. Design development plans for Phases IIB, IIIB and IV are complete. Phase IA is under construction.
School of Music Building, Phase IB, IC and ID	NC 3&4	Kaighn Associates Architects, Inc. and Bauer, Stark & Lashbrook (Joint Venture)	04/08/82	\$13,400,000	Contract documents have been completed for Phases IB, IC and ID.
Brooks Street Parking Area	---	Lawrence, Lawrence, and Flesher	07/27/79	\$ 750,000	Inactive. Preliminary plans have been completed.
Copeland Hall Addition	NC 5	Murray-Jones-Murray	03/01/83	\$ 5,000,000	The basic requirements for this project are being reconsidered.

Project	CMP Priority Number	Architects or Engineers	Contract or Letter	Estimated Cost	Status
College of Environmental Design Expansion	M&R 56	Architectural and Engineering Services	---	\$ 800,000	Preliminary studies and the architectural selection process are underway.
Career Planning and Placement Renovation	M&R 59	Architectural and Engineering Services	---	\$ 200,000	Preliminary plans are complete. The project is inactive.
University Childhood Center	ANC 1	Architectural and Engineering Services	---	\$ 800,000	Design Development Phase plans are underway.
Max Westheimer Field, North Taxiway System Improvements, Phase IV	NSI 19	C.H. Guernsey Company, Inc.	04/14/83	\$ 939,600	Final plans for the first phase of work (Parts A and B) have been completed. Appli- cations for DOT Grants have been submitted.
Carnegie Building, Third Floor Renovation	M&R 72	Architectural and Engineering Services	---	\$ 150,000	Plans are being revised.
N.E.L. Building Renovation	M&R 73	Architectural and Engineering Services	---	\$ 500,000	The telephone switch gear section of this project is under construction. Plans for the second floor area are in process.
Utility Systems Improvements	---	Architectural and Engineering Services	---	\$ 9,986,000	Initial studies are complete. A plan to sell bonds has been approved. The selection of engineers is in process.
Chilled Water Plant No. 1 Modifications	M&R 73A		---	\$ 450,000	A grant of \$210,000 has been received from DOE.