

C O N T E N T S  
MINUTES OF A REGULAR MEETING  
BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA  
DECEMBER 13, 1984

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MINUTES OF A REGULAR MEETING  
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS  
DECEMBER 13, 1984

A regular meeting of the Board of Regents of The University of Oklahoma was held in the Board Room of the OU Foundation Building on the Norman Campus on Thursday, December 13, 1984 beginning at 9:30 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 Dan Little, Chairman of the Board, presiding; Regents Julian J. Rothbaum, Tom McCurdy, John M. Imel, Thomas Elwood Kemp, Charles F. Sarratt, and Ronald H. White, M.D.

The following also were present: Dr. William S. Banowsky, President of the University, Senior Vice President and Provost J. R. Morris, Provost Clayton Rich, Vice Presidents Anona L. Adair and Arthur J. Elbert, and Barbara H. Tuttle, Executive Secretary of the Board of Regents. Other executive officers present were Mr. Larry Brawner, Mr. Gary L. Smith, Mr. Stanley M. Ward, and Mr. Ron D. Burton.

The minutes of the regular meeting held on November 8, 1984 were approved as printed and distributed prior to the meeting on motion by Regent Imel and with the following affirmative vote: Regents Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. The Chair declared the motion unanimously approved.

President Banowsky said it was with deepest regret that he reported the death of Dr. H. Lowell Stone, George Lynn Cross Research Professor and Head of Physiology and Biophysics and Adjunct Professor of Pediatrics and of Dentistry, on November 16, 1984. He expressed sympathy to his family and loved ones and friends.

## I. The University

### INVESTMENTS

The Sallie B. Clark Loan Fund, which is a part of the Regents' endowment, owns 225 shares of Continental Group, Inc. The University has been advised by KMI Continental, Inc. that a merger has occurred of the Continental Group, Inc. into KMI Continental, Inc. All common stock of Continental Group, Inc. has been converted into the right to receive \$58.50 per share in cash. Our cost basis in this stock is \$6,595.55. This transaction will provide us with \$13,162.50 which represents a \$6,566.95 gain. The University does not have a choice to take cash or new stock.

President Banowsky recommended the Continental Group, Inc. common stock be converted to cash in accordance with the offer as explained above and the proceeds from the sale invested in the Consolidated Investment Fund.

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

#### CHANGE IN MILEAGE REIMBURSEMENT RATE

The Internal Revenue Service recently issued Revenue Ruling 84-127, effective January 1, 1985, which will require both the University and the employee to incur additional costs in meeting new reporting requirements related to mileage reimbursement. The ruling states that an employer who reimburses an employee for mileage when the employee uses his vehicle for business activities must now report the entire reimbursement on the employee's W-2 Form if the reimbursement exceeds the Internal Revenue Services allowable mileage reimbursement of 20.5 cents per mile. The State Travel Reimbursement Act provides for a 22 cent per mile reimbursement; the University currently uses this rate.

The employee will now be required to file a long-form tax return, including Form 2106-Business Expense, in order to write-off the allowable 20.5 cents mileage reimbursement; otherwise, the entire mileage reimbursement will be taxed. This produces a hardship for the employee, particularly if he is not currently filing a long-form tax return. Additional recordkeeping and cost will be incurred by the individual in preparing the tax return. If the employee opts to not file a long-form, he/she will be taxed for the entire mileage reimbursement. The difference between 22 cents per mile and 20.5 cents per mile (1.5 cents) will be taxable income in any case.

The University and the State of Oklahoma will also incur additional costs due to new reporting requirements as long as the University's mileage reimbursement of 22 cents per mile exceeds the IRS allowable charge of 20.5 cents. Under the new reporting requirements, the University must pay all travel reimbursements from a State fund, thus necessitating numerous transfers from the Agency Special Fund (auxiliary enterprises, Athletic Department, Professional Practice Plan, etc.) to a State fund. This will further increase the amount of time now required for the employee to receive reimbursements for travel expenditures.

In order to avoid delays and costly reporting requirements, both for the University and the employee, the administration on both campuses recommends the University's mileage reimbursement rate of 22 cents per mile be lowered to 20.5 cents per mile or that which the IRS allows. The cost of the new reporting requirements to both the University and the employee outweigh the 1.5 cent per mile reimbursement difference. A study by both campuses shows that the impact in reducing the mileage rate would be negligible to our employees (an average of less than \$3.00 per employee per year). The cost of additional recordkeeping

and the inclusion of the difference between the University rate and the IRS allowable rate (1.5 cents per mile) as taxable income will exceed the 1.5 cent difference in the reduced mileage rate.

The State Travel Reimbursement Act provides that the institution can fix rates less than those prescribed by the Act.

Based upon the above factors, President Banowsky recommended the University's mileage reimbursement rate be reduced from 22 cents per mile to 20.5 cents or that allowed by the Internal Revenue Service. This action will alleviate the necessity of additional reporting requirements and costs to both the University and the employee. If the IRS should remove these reporting requirements, the University will go back to the rate specified in the State Travel Reimbursement Act.

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

#### HEALTH INSURANCE

An agreement has been worked out with Blue Cross and Blue Shield to extend the current contract for three additional months (i.e., up to April 1, 1985) under the following conditions:

1. Agreement to be effective for three months, January through March, 1985.
2. Benefits will remain unchanged during the extension period.
3. Contract to remain a contingent premium agreement preserving the University's right to a refund of up to 10% of paid premium if not used for insurance expenses.
4. Retention will remain at 6.275% of premium.
5. Premium rates will remain the same.
6. If premiums are insufficient to cover claims and retention costs, the University will be liable for up to 15% additional premium (relates to quoted increase requirement effective January 1, 1985) at which point BC/BS will assume full additional financial responsibility (stop-loss insurance).
7. If contract is not changed to include self-funding and use of the BC/BS PPO network at the end of the extension period, BC/BS will retroactively bill the University for 14.81% of premium increase effective January 1, 1985.

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Although there will be some exposure to unfunded liability under this agreement (not to exceed \$197,000), the risk appears acceptable since (1) based on claims experience data through October, 1984, projections indicate there should be sufficient premium collected during the extension to cover all insurance expenses and (2) we expect a credit to our insurance fund reserve because of favorable claims experience during 1984.

President Banowsky recommended approval of an extension of the University's health insurance contract with Blue Cross and Blue Shield of Oklahoma for up to three months under the conditions described above.

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

## II. Health Sciences Center

### FACULTY PERSONNEL ACTIONS

#### LEAVE OF ABSENCE:

Edward R. Eichner, Professor of Medicine, sabbatical leave of absence with full pay, October 1, 1985 through March 31, 1986. To develop concepts and write a syllabus for an elective course for freshman or sophomore medical students.

#### APPOINTMENTS:

Arthur Darrell Hagan, M.D., Clinical Professor of Medicine, Tulsa, without remuneration, November 1, 1984.

Paul P. Cooper, III, Adjunct Associate Professor of Health Administration, without remuneration, October 31, 1984.

Charles L. Jackson, Dr.P.H., Adjunct Associate Professor of Health Administration, without remuneration, October 31, 1984.

Jon Dalton Tillinghast, M.D., Adjunct Assistant Professor of Health Administration, without remuneration, October 31, 1984.

Robert M. Gold, M.D., Clinical Assistant Professor of Internal Medicine, Tulsa, without remuneration, November 1, 1984.

Claudia Gail Loveland, Clinical Assistant Professor of Nursing, without remuneration, October 24, 1984.

Lawrence Gene Leichtman, M.D., Clinical Assistant Professor of Pediatrics, Tulsa, without remuneration, October 15, 1984.

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Diana Gail Mobley, Ph.D., Clinical Assistant Professor of Pediatrics, without remuneration, November 1, 1984.

Stephen Edward DiCarlo, Adjunct Assistant Professor of Physical Therapy, without remuneration, October 15, 1984 through May 31, 1985.

John Alfred Bullen, M.D., Clinical Assistant Professor of Psychiatry, Tulsa, without remuneration, October 1, 1984.

Tobie Bresloff, M.D., Clinical Instructor in Medicine, Tulsa, without remuneration, November 1, 1984.

Thomas Daniel Mihelich, M.D., Clinical Instructor in Medicine, Tulsa, without remuneration, November 1, 1984.

Jana Beth Marks, Adjunct Instructor in Physical Therapy, without remuneration, November 1, 1984.

Theresa Sue Farrow, M.D., Clinical Instructor in Psychiatry, Tulsa, without remuneration, October 1, 1984.

Richard Edward Herlihy, M.D., Clinical Associate in Urology, without remuneration, December 1, 1984.

David Blake Minor, M.D., Clinical Assistant in Dermatology, without remuneration, November 15, 1984.

<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>
<b>APPOINTMENTS:</b>				
Alden W. Dudley, Jr., M.D., Professor of Pathology with tenure and Adjunct Professor of Neurology and of Neurological Surgery	\$142,000	\$50,000		2-1-85
Mary Ellen McCann, Instructor in Pediatrics	50,000	37,000		10-1-84 thru 6-30-85
<b>CHANGES:</b>				
Barbara Bjork, Associate in Anesthesiology	54,000	FROM: 37,796.00 TO: 42,331.52		11-1-84 thru 6-30-85
Paul V. Carlile, Assistant Professor of Medicine	75,000	FROM: 51,274 TO: 51,456		12-1-84 thru 6-30-85
Phina M. Cunningham, title changed from Assistant Professor of Research to Assistant Professor of Microbiology and Immunology	110,880	FROM: 29,415 TO: 31,415		9-1-84 thru 6-30-85
Gordon H. Deckert, David Ross Boyd Professor and Head of Psychiatry and Behavioral Sciences and Clinical Professor of Psychiatry and Behavioral Sciences, Tulsa	151,272	FROM: 67,500 TO: 82,500		1-1-85
George DeVane, Associate in Anesthesiology	45,000	FROM: 32,500 TO: 36,400		11-1-84 thru 6-30-85
Edward R. Eichner, Professor of Medicine	100,000	FROM: 66,102 TO: 70,000		12-1-84

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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>
Imogene Harlan, Associate in Anesthesiology	54,000	FROM: 41,272.00 TO: 46,224.64		11-1-84 thru 6-30-85
Virginia Hunter, Associate in Anesthesiology	54,000	FROM: 30,120.00 TO: 33,734.40		11-1-84 thru 6-30-85
Francis Kosinsky, Associate in Anesthesiology	54,000	FROM: 30,120.00 TO: 33,734.40		11-1-84 thru 6-30-85
John P. Kuebler, Assistant Professor of Medicine	75,000	FROM: 52,742 TO: 52,776		12-9-84 thru 6-30-85
Katharine Macauley, Associate in Anesthesiology	54,000	FROM: 30,120.00 TO: 33,734.40		11-1-84 thru 6-30-85
Walter Miller, Associate in Anesthesiology	54,000	FROM: 41,443.00 TO: 46,416.16		11-2-84 thru 6-30-85
John A. Mohr, Professor of Medicine and Adjunct Associate Professor of Microbiology and Immunology	105,000	FROM: 79,830 TO: 80,079		11-1-84
Carol Ann Orrell, Associate in Anesthesiology	45,000	FROM: 33,000 TO: 36,960		11-1-84 thru 6-30-85
Sara Lee Tobin, Assistant Professor of Biochemistry and Molecular Biology	110,880	FROM: 31,000 TO: 35,000		12-1-84 thru 6-30-85

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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>
James H. Wells, Professor of Medicine and Adjunct Associate Professor of Microbiology and Immunology	92,400	FROM: 34,544 TO: 17,500		12-1-84 thru 6-30-85	.50 time .25 time
Jack D. Welsh, Professor of Medicine	105,000	FROM: 64,208 TO: 70,000		12-1-84	
Thomas L. Whitsett, Professor of Medicine and Adjunct Professor of Pharmacology	101,500	FROM: 61,130 TO: 61,169		12-9-84	
Dorothy Wood, Associate in Anesthesiology	54,000	FROM: 38,822.00 TO: 43,480.64		11-1-84 thru 6-30-85	

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CHANGES:

Joanne Chou, Visiting Assistant Professor of Medicine, appointment period changed to October 1, 1984 through December 31, 1984.

James P. Kierl, Clinical Assistant Professor of Orthodontics, salary changed from \$175 per month, .10 time, to without remuneration, November 1, 1984.

James C. Mayoza, title changed from Clinical Associate Professor of Surgery, Tulsa, and Clinical Associate Professor of Orthopaedic Surgery and Rehabilitation to Clinical Associate Professor of Orthopaedic Surgery and Rehabilitation, July 1, 1984.

Jack E. Willoughby, Clinical Assistant Professor of Fixed Prosthodontics, salary changed from \$185 per month, 10 time, to \$370 per month, .20 time, September 1, 1984 through June 30, 1985.

TERMINATIONS:

Dale R. Butler, Clinical Instructor in Orthopaedic Surgery and Rehabilitation, July 2, 1985.

Gary D. Casper, Clinical Instructor in Orthopaedic Surgery and Rehabilitation, July 2, 1985.

Joe M. Dugger, Director, Oklahoma Children's Memorial Hospital Dental Clinic, Adjunct Assistant Professor of Pedodontics, Department of Surgery, College of Medicine, and Clinical Assistant Professor of Oral Surgery, College of Dentistry, January 26, 1985.

Harold E. Goldman, Clinical Associate Professor of Pediatrics, Tulsa, October 16, 1984.

Mary Ferguson Hawes, Adjunct Instructor in Radiologic Technology, October 30, 1984.

Michael Donald Hoeman, Clinical Instructor in Medicine, Tulsa, October 2, 1984.

Albert H. Krause, Clinical Associate Professor of Surgery, November 2, 1984.

Robert W. Mackey, Clinical Associate Professor of Pediatrics, Tulsa, October 16, 1984.

Michael B. McCormick, Clinical Instructor in Family Practice, Tulsa, October 2, 1984.

Loren V. Miller, Clinical Associate Professor of Pediatrics, Tulsa, October 16, 1984.

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James A. Pascale, Clinical Assistant Professor of Pediatrics, Tulsa, October 16, 1984.

Lloyd E. Rader, Jr., Clinical Instructor in Surgery, November 2, 1984.

Mona Reveri, Clinical Assistant Professor of Pediatrics, Tulsa, October 16, 1984.

Donald R. Tredway, Professor and Chair of Obstetrics and Gynecology, Tulsa, November 1, 1984. Accepted position at Oral Roberts University.

#### RETIREMENT:

Bernard Rabinovitch, Professor of Ophthalmology, December 31, 1984, accrued vacation through January 22, 1985; named Professor Emeritus of Ophthalmology.

President Banowsky recommended approval of the personnel actions listed above.

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

President Banowsky reported the death of the following faculty members:

Lee K. Emenhiser, Clinical Professor Emeritus of Otorhinolaryngology, on October 18, 1984.

H. Lowell Stone, George Lynn Cross Research Professor and Head of Physiology and Biophysics and Adjunct Professor of Pediatrics and of Dentistry, on November 16, 1984.

#### ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

##### APPOINTMENTS:

Shala Jo Klutts, Research Nurse, Department of Medicine, \$22,000 for 12 months, November 1, 1984. Professional Staff.

Dani K. Zajac, Research Nurse, Department of Medicine, \$24,000 for 12 months, November 12, 1984. Professional Staff.

##### CHANGES:

Teresa M. Henson, Senior Auditor, Internal Auditing, salary increased from \$26,000 to \$27,300 for 12 months, November 1, 1984.

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Laine McCarthy, Research Assistant II, Department of Family Medicine, salary increased from \$20,000 to \$22,000 for 12 months, November 1, 1984. Professional Staff.

Roberta June Parker, Staff Assistant, Office of Research Administration, salary increased from \$19,580 to \$20,400 for 12 months, November 1, 1984. Professional Staff.

Steven B. Pulik, title changed from Proposal Development Specialist to Assistant Director of Research Administration, Office of Research Administration, salary increased from \$21,168 to \$25,168 for 12 months, November 1, 1984. Changed from Professional Staff to Managerial Staff.

#### TERMINATIONS:

Sandra H. Childress, Nurse Coordinator, Department of Obstetrics and Gynecology, October 25, 1984.

Rhonda D. Holt, Clinical Nurse Specialist, Department of Obstetrics and Gynecology, October 25, 1984.

Patricia W. Thorpe, Clinic Nursing Supervisor, Tulsa Ambulatory Pediatric Center, October 13, 1984.

Linda K. Waldeisen, Research Assistant II, Department of Medicine, December 8, 1984.

#### RETIREMENTS:

J. Wayne Beal, Associate Director of Operations, October 11, 1984; accrued vacation through February 22, 1985.

Phillip C. Smith, Buyer, Purchasing Department, January 1, 1985.

President Banowsky recommended approval of the personnel actions listed above.

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

#### FTE CEILING INCREASES

A list of proposed increases in FTE ceilings for the faculty in the College of Medicine Professional Practice Plan was included in the agenda for this meeting. Regent Little indicated no action would be taken at this time.

## PURCHASE OF REPLACEMENT VEHICLES

The Health Sciences Center currently has a need to replace 10 vehicles, eight of which are used by Tulsa Medical College departments and two by the Oklahoma City campus. Some of the vehicle mileage exceeds 100,000 miles; the average mileage is over 70,000 and most are 1979 models. Maintenance costs are escalating and it is becoming increasingly difficult to keep these automobiles in good repair and safe operating condition.

Bid specifications were sent to 22 firms requesting proposals to furnish new vehicles on both a lease and purchase basis. Ten responses were received as follows:

Jack Marshall Chevrolet Co. Claremore Chevrolet Celebrity, \$9,605.32 ea.	\$ 96,053.20
Gelco Municipal Services Eden Prairie, Minnesota Oldsmobile Cutlass Supreme, \$10,275.00 ea.	102,750.00
Jim Payne Olds Pontiac Chrysler Plymouth Gran Fury or Dodge Diplomat, \$10,377.37 ea.	103,773.70
Pontiac Bonneville Sedan, \$10,435.39 ea.	104,353.90
Oldsmobile Cutlass Supreme, \$10,828.34 ea.	108,283.40
Dean Bailey Olds Tulsa Oldsmobile Cutlass Sedan, \$10,470.00 ea.	104,700.00
Leaseway Fleet Management Corp. Houston Oldsmobile Cutlass Supreme, \$10,815.44 ea.	108,154.40
Gandara Buick, Inc. Oklahoma City Buick Century Custom Sedan, \$10,961.99 ea.	109,619.90
Bennett-Lister Olds, Cadillac Muskogee Oldsmobile Cutlass Supreme, \$10,971.00 ea.	109,710.00

The bids were evaluated by HSC Motor Pool officials and officials at the Tulsa Medical College. It was the consensus opinion that the bid be awarded to Gelco Municipal Services to furnish ten 1985 Oldsmobile Cutlass Supreme automobiles at a unit cost of \$10,275 (total cost \$102,750). The bid from Jack Marshall Chevrolet for 1985 Celebrity Chevrolets was rejected because of the engine size.

Funds are available in the HSC Motor Pool operating account 3802-9 for the purchase of these vehicles. When the vehicles are received, the old vehicles will be sold at auction with the proceeds going to help offset the cost of the new vehicles.

President Banowsky recommended that the bid be awarded to Gelco Municipal Services Company for the purchase of ten 1985 Cutlass Supreme automobiles for the Health Sciences Center at a cost not to exceed \$102,750.

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

#### ARCHITECTURAL SELECTION

The Health Sciences Center is prepared to implement the architectural selection process for the construction of the Family Medicine/University Center Complex. Programmatic plans have been reviewed and approved by the Chair of the Department of Family Medicine, the Dean of the College of Medicine, and the Provost. The project was included in the revised master plan of capital improvement projects for the Health Sciences Center approved by the Board of Regents on May 10, 1984 and the project was recently approved by the Oklahoma State Regents for Higher Education. Previously, the State Regents approved the Family Medicine Building and allocated \$850,000 for construction, funds which shall now be dedicated to construction of the Family Medicine/University Center Complex.

In order to proceed with the project, the architectural selection process should be initiated now so that schematic design and design development may be undertaken. The services of the project architect are to address all project requirements including the development of a master plan, land development and site selection, and construction.

President Banowsky recommended that the administration be authorized to proceed with the architectural selection process for the Family Medicine/University Center Project at the Health Sciences Center.

Regent McCurdy moved approval of the recommendation. The following voted yes on the motion: Regents Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. 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 in various stages of planning on the Oklahoma City Campus. No action was required.

### III. Norman Campus

#### FACULTY PERSONNEL ACTIONS

##### LEAVES OF ABSENCE:

Rodney E. Evans, Professor of Business Administration and Associate Dean, College of Business Administration, sabbatical leave of absence with full pay, January 1, 1985 to July 1, 1985. To spend concentrated time in study of and contact with entrepreneurs who want to begin new businesses and small businesses and their relationships with business schools.

Michael Hennagin, Professor of Music, sabbatical leave of absence with half pay, August 16, 1985 to May 16, 1986. To finish the composition of three works, to work on two books, and to travel abroad.

William B. Lemmon, Professor of Psychology, sabbatical leave of absence with full pay, January 1, 1985 to May 16, 1985. To write a book about the program which he has been developing and administering for about five years for non-violent sexual offenders.

Wanda E. Ward, Assistant Professor of Psychology, leave of absence without pay, August 16, 1984 through May 15, 1985. To accept a postdoctoral fellowship at the University of Illinois Center for the Study of Reading.

##### APPOINTMENTS:

George G. Huffman, Professor Emeritus of Geology and Geophysics, \$3,660 for 4½ months, .33 time, January 1, 1985 through May 15, 1985.

Donna T. Smith, Visiting Instructor in Music, \$9,000 for 4½ months, 3/4 time, January 1, 1985 to May 16, 1985.



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
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None

PROJECTS IN VARIOUS STAGES OF PLANNING

Project	CMP Priority Number	Architects or Engineers	Contract or Letter	Estimated Cost	Status
Physical Fitness Center	---	Coleman, Ervin & Associates	09/11/80	\$6,783,500	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 planning is underway on other elements.
Family Medicine Building	NC 2	Architectural and Engineering Services	---	\$8,268,515	Planning studies are underway.

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Basil G. Achilladelis, reappointed Research Fellow, Science and Public Policy, and Associate Professor of Chemistry, rate of \$30,000 for ~~9~~ months, December 1, 1984 through March 31, 1985. 50% of salary paid from grant funds.

\*James S. Goerss, reappointed Research Scientist, Postdoctoral Fellow, and Computer Systems Manager, Cooperative Institute for Mesoscale Meteorological Studies and School of Meteorology, rate of \$35,000 for 12 months, November 1, 1984 through June 30, 1985.

\*John McGinley, reappointed Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, rate of \$35,000 for 12 months, December 1, 1984 through June 30, 1985.

\*Kesavalu Hemanth-Kumar, reappointed Research Associate, School of Chemical Engineering and Materials Science, rate of \$29,375 for 12 months, December 1, 1984 through August 31, 1985.

\*Andy Law, Visiting Research Engineer, Bureau of Water and Environmental Resources Research, \$27,200 for 12 months, November 1, 1984 through October 31, 1985.

\*Tanwir Iqbal Chaudry, Visiting Research Engineer, Bureau of Water and Environmental Resources Research, \$27,200 for 12 months, November 1, 1984 through October 31, 1985.

CHANGES:

Brian J. Cardott, promoted from Geologist I to Geologist II, Oklahoma Geological Survey, salary increased from \$23,000 to \$25,000 for 12 months, November 1, 1984 through June 30, 1985.

Frank Elkouri, George Lynn Cross Research Professor of Law, salary changed from \$54,610 to \$50,059.17 for 9 months, January 1, 1985.

Bess B. Hood, title changed from Acting Head to Head, Catalog Department, and Associate Professor of Bibliography, University Libraries, salary increased from \$29,600 to \$30,600 for 12 months, January 1, 1985.

David London, Assistant Professor of Geology and Geophysics; given additional title of Statistician, salary temporarily increased from \$27,000 to rate of \$29,700 for 12 months, October 1, 1984 through March 15, 1985. Increase from grant funds; subject to the availability of funds.

Din Pow Ma, title changed from Senior Research Associate to Visiting Assistant Professor of Chemistry, November 1, 1984 through August 31, 1985.

Jean McDonald, Assistant Professor of Political Science; given additional title of Assistant Professor, Carl Albert Congressional Research and Studies Center, salary changed from \$12,500 for 9 months, .50 time, to rate of \$25,000 for 9 months, full time, January 1, 1985 through May 15, 1985.

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

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Scott D. Russell, Assistant Professor of Botany and Microbiology and Director, Microscopy Lab, salary increased from \$26,267 to \$29,000 for 12 months, July 1, 1984.

Hans J. Spaeth, Professor of Geography; given additional title of Director, Institute for Dryland Development, June 1, 1984.

James N. Thompson, Jr., Chair and Associate Professor of Zoology, salary increased from \$43,067 to \$47,500 for 12 months, September 1, 1984.

#### RESIGNATIONS:

Vladislav Mazur, Postdoctoral Fellow, Cooperative Institute for Mesoscale Meteorological Studies, November 26, 1984.

Philip A. McDonald, Research Scientist, OK Climate Survey, November 17, 1984.

Paul E. Potter, Associate Professor of Journalism and Mass Communication, May 16, 1985. To look for a job with new challenges.

#### RETIREMENT:

George G. Huffman, Professor of Geology and Geophysics, December 31, 1984; named Professor Emeritus.

President Banowsky recommended approval of the personnel actions listed above.

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

#### FACULTY PERSONNEL POLICY

A few housekeeping revisions in the Norman Campus Faculty Personnel Policy have been proposed. The changes deal with two words: "continuous" and "term".

The word "tenured" will be substituted for "continuous" where it is used as a term-of-art meaning tenured and "tenure-track" will be substituted for "term" where it is used as a term-of-art meaning tenure-track. In addition, the phrase ", except as provided in Section 3.5.3 (a) below:" will be inserted in the first paragraph of Section 3.5.3 of the policy between the words "appointments" and "following".

These changes have been endorsed by the Norman Campus Faculty Senate.

President Banowsky recommended the changes in the Norman Campus Faculty Personnel Policy as explained above to be effective immediately.

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

#### ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

##### LEAVE OF ABSENCE:

H. Leon Snow, Property Manager, OCCE Towers, leave of absence without pay, November 28, 1984 through September 30, 1985.

##### APPOINTMENTS:

\*Robert William Deckard, Course Moderator, FAA Management Training School, rate of \$30,500 for 12 months, November 1, 1984 through September 30, 1985. Professional Staff.

\*Max Deon Payne, Course Moderator, FAA Management Training School, rate of \$29,000 for 12 months, November 1, 1984 through September 30, 1985. Professional Staff.

\*C. Owen Pollard, Acting Program Development Specialist, Rehabilitation Administration and Management Programs, rate of \$27,600 for 12 months, January 1, 1985 through August 31, 1985. Professional Staff.

##### CHANGES:

\*Linda E. Armstrong, promoted from Data Analyst to Senior Data Analyst, Energy Information Administration Survey, Energy Resources Institute, salary increased from \$21,500 to rate of \$22,600 for 12 months, September 1, 1984 through June 30, 1985. Managerial Staff.

\*Donald C. Arnoldy, ATC Instructor, FAA Air Traffic Controllers, salary increased from \$25,500 to rate of \$28,808 for 12 months, December 1, 1984 through September 30, 1985.

\*Shaheen Ayub, promoted from Associate Petroleum Engineer to Petroleum Engineer, Energy Information Administration Survey, Energy Resources Institute, salary increased from \$30,400 to rate of \$31,700 for 12 months, September 1, 1984 through June 30, 1985. Professional Staff.

Gregory M. Buwick, title changed from Head Gymnastics Coach to Gymnastics Coach, Athletic Department, salary changed from \$35,000 to \$19,000 for 12 months, November 1, 1984. Professional Staff.

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

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\*Joseph M. Chism, promoted from Associate Petroleum Geologist to Petroleum Geologist, Energy Information Administration Survey, Energy Resources Institute, salary increased from \$29,750 to rate of \$31,000 for 12 months, September 1, 1984 through June 30, 1985. Professional Staff.

Thomas A. Cox, Course Moderator, Business Programs, salary increased from \$24,649 to \$26,000 for 12 months, October 1, 1984.

\*Rosina E. Dimson, promoted from Data Analyst to Senior Data Analyst, Energy Information Administration Survey, Energy Resources Institute, salary increased from \$20,700 to rate of \$22,000 for 12 months, September 1, 1984 through June 30, 1985. Managerial Staff.

Boyd D. Dodson, title changed from Assistant Manager, Custodial Services, to Assistant Manager, Custodial and Housekeeping Services, Physical Plant, November 1, 1984. Managerial Staff.

Judith K. Freyer, Director, Public Relations, University Affairs; title of Acting Executive Assistant to the President and salary of \$34,000 for 12 months continued, January 1, 1985 through June 30, 1985.

George B. Hawkins, title changed from Manager, Custodial Services, to Manager, Custodial and Housekeeping Services, Physical Plant, November 1, 1984. Managerial Staff.

Michael A. Heath, title changed from Student Programmer, Engineering Computer Network, to Software Consultant (CAE Laboratory), Computer Aided Engineering, salary changed from \$6.00 per hour, .37 time, to \$11,400 for 12 months, .50 time, September 17, 1984. Changed from hourly to Professional Staff.

\*Stephen H. Hinkle, promoted from Data Analyst to Senior Data Analyst, Energy Information Administration Survey, Energy Resources Institute, salary increased from \$22,000 to rate of \$22,900 for 12 months, September 1, 1984 through June 30, 1985. Managerial Staff.

Jerry L. Jerman, promoted from Promotion and Information Specialist, Office of the Vice Provost for Continuing Education and Public Service, to Assistant to the Vice Provost for Continuing Education and Public Service, salary increased from \$23,400 to \$26,500 for 12 months, October 1, 1984. Changed from Professional to Administrative Staff.

Stanley J. Meek, Assistant Baseball Coach, Athletic Department, salary increased from \$22,500 to \$25,000 for 12 months, November 1, 1984.

Radonna Wanice Mills, Administrative Assistant, Accounting Services, salary increased from \$23,000 to \$26,750 for 12 months, January 1, 1985.

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

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\*Anthony B. Mooreland, promoted from Data Analyst to Senior Data Analyst, Energy Information Administration Survey, Energy Resources Institute, salary increased from \$21,450 to rate of \$22,600 for 12 months, September 1, 1984 through June 30, 1985. Managerial Staff.

Lee A. Morris, title changed from Project Coordinator to Director, Research and Marketing, Professional Development Programs, Marketing Services, July 1, 1984. Administrative Staff.

\*Ramana B. V. Rao, Manager, Petroleum Geology and Engineering, Energy Information Survey, Energy Resources Institute, salary increased from \$37,500 to rate of \$39,000 for 12 months, September 1, 1984 through June 30, 1985.

James R. Squirrel, title changed from Stripper I, University Printing Services, to Superintendent, Journalism Press, salary increased from \$21,424 to \$26,860 for 12 months, November 11, 1984. Changed from hourly to Managerial Staff.

Michelle Thomas, title changed from Assistant Softball Coach to Head Softball Coach, Athletic Department, salary increased from \$17,000 to \$20,800 for 12 months, November 1, 1984. Professional Staff.

#### RESIGNATIONS:

Paul A. Bickford, Programmer/Analyst, University Computing Services, December 13, 1984.

Wray Britton, Software Consultant, Computer Aided Engineering, January 1, 1985.

David S. Vincent, Systems Analyst, Information Systems Programs, Energy Resources Institute, December 19, 1984.

Paul F. Ziert, Head Gymnastics Coach, Athletic Department, and Adjunct Instructor in Health, Physical Education, and Recreation, September 1, 1984.

#### RETIREMENTS:

Melvin V. Holman, Staff Physician, Goddard Health Center, January 23, 1985.

Ronald L. Stafford, Associate Provost, Norman Campus, and Adjunct Associate Professor of Education, December 31, 1984; accrued vacation through February 11, 1985.

President Banowsky said he wished to add to the agenda at this point an item relating to Head Football Coach Barry Switzer. Regent Rothbaum moved that the item be added to the agenda. The following voted yes on the motion: Regent Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. The Chair declared the motion unanimously approved.

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

President Banowsky reminded the Regents that it is customary to take a look at the salaries for the various football coaches and the letter of intent for the head football coach at the January meeting of the Board after the completion of the football season. He said, however, in recognition of the outstanding job that was done by Coach Switzer this year and in anticipation of the Orange Bowl and a possible national title, he recommended that Coach Switzer's letter of intent be restored to a full five-year agreement of understanding effective February 1, 1985. Regent Rothbaum moved approval of both recommendations. The following voted yes on the motion: Regents Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. The Chair declared the motion unanimously approved.

#### PURCHASE OF PRINTER PAPER

Bids were recently circulated for computer printer paper for Storeroom stock during the calendar year 1985. The bid listed 11 items and contained the following provisions:

1. Estimated quantities for one year
2. Option to bid January 1, 1985 through June 30, 1985 or January 1, 1985 through December 31, 1985
3. Guaranteed price requirement for period of contract
4. Award on a line item basis

The cost of the purchase will be charged to the University Storeroom account 147-305.

The most favorable award combination is as follows:

	<u>Item</u>	<u>Period</u>	<u>Amount</u>
Arro Business Products Oklahoma City	3. 14 7/8 x 8 1/2, 15 lb. 2 ply green bar paper	1 Complete Shipment	\$ 4,551.75
Origami Incorporated Oklahoma City	All other paper items	12 Months	\$44,333.15

Item 3 is low bid on a one shipment basis for a 12-month supply. On the remaining items Origami submitted the low bid for a 12-month period to be ordered as required on a periodic basis. All the bid prices are below the existing State Contract prices.

President Banowsky recommended that the Board of Regents approve the award of purchase orders in the amount of \$4,551.75 to Arro Business Products and \$44,333.15 to Origami Inc., as specified above to supply printer paper to the University Storeroom for the period January 1, 1985 through December 31, 1985.

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

PURCHASE OF TURBINE GENERATOR

Bids were recently circulated for the purchase of a backpressure turbine generator as a component of the Utility Systems Improvements Project.

The project involves installation of an additional new 3800 KW turbine generator to maximize the capability of the University Power Plant to generate electricity as a by-product of steam produced to heat buildings. This process, cogeneration, is the most economical and fuel efficient source of power available to the University.

The cost of this purchase will come from Utility Systems Improvements Project funds.

Bids were received as follows:

Turbodyne Corp. c/o B. R. James, Inc. Tulsa	\$650,000.00
Corppus Murry Turbomachinery Company c/o Engineering Sales Company, Inc. Tulsa	\$887,000.00

Bids were reviewed and evaluated by C. H. Guernsey and Company, Department of Physical Plant, and Architectural and Engineering Services. The low bid submitted by Turbodyne Corp. is acceptable to the Director of Architectural and Engineering Services. It is recommended that the award be made for the base bid of \$650,000.00 plus \$40,369.80 for the recommended "on hand" spare parts.

President Banowsky recommended that the Board of Regents approve the award of a purchase order to Turbodyne Corporation in the amount of \$650,000.00 for a backpressure turbine generator and \$40,369.80 for the recommended "on hand" spare parts, a total award of \$690,369.80 for Utility Systems Improvements.

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



## PURCHASE OF ELECTRICAL CABLE

Bids were recently circulated for the purchase of electrical cable for extending the underground 15KV loop.

This project involves laying approximately 131,000 feet of electrical cable to provide an underground 15KV loop for extending electrical service from the University power plant to new construction in the Main Campus area and extending service to include the South Campus area. Additional cable may be purchased against the low bid if required to complete the project.

The cost of this purchase will come from the Utility Systems Improvements Project funds.

Bids were received as follows:

1. Westinghouse Electric Supply Co. Oklahoma City	\$230,020.00
2. Kriz-Davis Company Ardmore	\$231,817.50
3. New England Wire, Inc. Meridan, Connecticut	\$242,515.00
4. Southwestern Electric Wire & Cable Irving, Texas	\$248,510.00
5. Pyramid Electric Supply Co. Oklahoma City	\$249,104.00
6. King Wire & Cable Phoenix	\$255,420.00
7. General Electric Supply Co. Oklahoma City	\$255,528.00

The bids were reviewed and evaluated by Physical Plant electrical engineers. The low bid submitted by Westinghouse Electric Supply Company is acceptable to the Director of Physical Plant.

President Banowsky recommended that the Board of Regents approve the award of a purchase order in the amount of \$230,020.00 to Westinghouse Electric Supply Company for the purchase of 131,000 feet of electrical cable and authorize the purchase of additional cable if required to complete the project to extend the underground 15KV loop to new construction on Main Campus and extending service to include South Campus.

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

## PURCHASE OF REPLACEMENT ELECTRONIC TYPEWRITERS

Bids were recently circulated for electronic typewriters to replace old electro mechanical typewriters being rented to University departments by Machine Rental Services. This is the first major replacement of typewriters in over 2½ years; consequently, Machine Rental Services has experienced significant increase in maintenance costs on the older machines.

The cost of the purchase will be charged to Machine Rental Services account 147-307.

The basis for the bid evaluation was a points earned evaluation matrix which considered the following criteria:

<u>Criteria</u>	<u>Weight</u>
1. Bid Price	28%
2. Warranty, Training & Maintenance	28%
3. Required Features	28%
4. Bid Responsiveness	6%
5. Company Performance	6%
6. Customer References	6%

There were three models of typewriters listed on the bid. The analyses of the bids were as follows:

I. Basic Electronic 13" Carriage (50 each)

<u>Bidder</u>	<u>Model Bid</u>	<u>Points Earned</u>	<u>Unit Cost</u>	<u>Total Cost</u>
1. Mid-State Office Midwest City	Royal 410	125	\$495.00	\$24,750.00
2. Oklahoma Typewriter Oklahoma City	Olympia M/T	121	\$560.17	\$28,008.50
3. Oklahoma Systems Oklahoma City	Silver Reed EX 300	113	\$598.00	\$29,900.00
4. Oklahoma Office Systems Oklahoma City	Satellite III	*	\$342.00*	
5. Oklahoma Systems Oklahoma City	Tec 1000	*	\$342.00*	

\*Portable machines which are not acceptable for 8 hour a day office application.

- II. Basic Electronic 15" Carriage (60 each). There were 25 models bid and only the top eight machines were demonstrated for further evaluation. The results were as follows:

<u>Bidder</u>	<u>Model Bid</u>	<u>Points Earned</u>	<u>Unit Cost</u>	<u>Total Cost</u>
1. Oklahoma Typewriter Oklahoma City	Silver Reed EX 50	139	\$559.91	\$33,594.60
2. Fuzzells Oklahoma City	Brother EM 80	129	\$443.00	\$26,580.00
3. BMI Oklahoma City	Brother EM 80	128	\$405.95	\$24,357.00
4. Mid-State Office Midwest City	Royal 5005	127	\$499.00	\$29,940.00
5. Fuzzells Oklahoma City	Brother EM 100	124	\$546.50	\$32,790.00
6. Fuzzells Oklahoma City	Brother EM 85	124	\$509.50	\$30,570.00
7. Oklahoma Systems Oklahoma City	Panasonic 601	123	\$465.00	\$27,900.00
8. Oklahoma Systems Oklahoma City	IBM 3	113	\$599.00	\$35,940.00

The remaining bids ranged in points down to 98.

- III. High Capability Electronic 15" Carriage (90 each). There were 27 models bid and the top seven machines were demonstrated for further evaluation. The results were as follows:

<u>Bidder</u>	<u>Model Bid</u>	<u>Points Earned</u>	<u>Unit Cost</u>	<u>Total Cost</u>
1. Mid-State Office Midwest City	Royal 5020	139	\$749.00	\$67,050.00
2. Oklahoma Typewriter Oklahoma City	Silver Reed EX-55	133	\$677.50	\$60,975.00
3. BMI Oklahoma City	Brother EM 85	125	\$539.63	\$48,566.70

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	<u>Bidder</u>	<u>Model Bid</u>	<u>Points Earned</u>	<u>Unit Cost</u>	<u>Total Cost</u>
4.	Oklahoma Office Systems Oklahoma City	Adler 1020	125	\$707.55	\$63,679.50
5.	BMI Oklahoma City	Brother EM 85 (8K)	123	\$594.63	\$53,516.70
6.	Oklahoma Systems Oklahoma City	Olivetti ET-111	122	\$615.00	\$55,350.00
7.	Oklahoma Systems Oklahoma City	IBM 5	120	\$785.00	\$70,650.00

The above evaluations were reviewed by and are acceptable to the Director of Auxiliary Services.

President Banowsky recommended that the Board of Regents approve purchase orders for the replacement electronic typewriters as follows:

<u>Model</u>	<u>Bidder</u>	<u>Amount</u>
Basic Electronic 13"	Mid-State Office Supply	\$24,750.00
Basic Electronic 15"	Oklahoma Typewriter	\$33,594.60
High Capability Electric 15"	Mid-State Office Supply	\$67,050.00

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

#### PRINTING AND BINDING FOR UNIVERSITY PRESS BOOKS

Bids were recently circulated for an annual blanket printing and binding contract for University Press books. This contract will provide unit costs for the printing and binding of new titles and reprints of existing titles in paperback and case bound editions. The specifications provide for rates for the various sizes of books, variable pages and quantities applicable to the wide variety of scholarly books published by the University Press.

Payment will be made from Press Sales account 179-104. Bids were on a unit price basis and were tabulated using a matrix of 103 assorted publications.

The evaluated bids were as follows:

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1. Cushing Malloy, Inc.  
Ann Arbor, Michigan \$100,977.00  
Best prices on books sized 5½ x 8¼,  
6 x 9, 7 x 10
2. McNaughton & Gunn, Inc.  
Ann Arbor, Michigan \$111,164.00  
Alternate contract for books to 7 x 10  
size in the event that primary bidder  
can not meet delivery requirements
3. Thomson-Shore, Inc.  
Dexter, Michigan \$113,748.00  
Best prices for large books, sizes  
8½ x 11 and 9 x 12
4. University Printing Service  
Norman \$118,327.00  
Best prices for paper covers and jackets
5. Malloy Lithographing, Inc.  
Ann Arbor, Michigan \$123,194.00
6. Edwards Brothers, Inc.  
Ann Arbor, Michigan \$133,487.00
7. Ellis Bindery, Inc.  
Dallas  
Bid on binding only, tabulated as case binding  
with University Printing Service

The quantity of books needed for the year within the various sizes can only be estimated. A summary of the proposed awards on estimated needs is as follows:

Cushing Malloy, small size books - \$100,000.00  
McNaughton & Gunn, Inc., alternate only on small size books - \$25,000.00  
Thomson-Shore, Inc., large size books - \$25,000.00  
University Printing Service, covers and jackets - \$25,000.00

These bids are acceptable to the Director of University Press.

President Banowsky recommended that the Board of Regents approve the award of annual blanket purchase orders for printing and binding contracts as follows:

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Cushing Malloy, Inc.	\$100,000.00
McNaughton & Gunn, Inc. (alternate only)	25,000.00
Thomson-Shore, Inc.	<u>25,000.00</u>
Total	\$150,000.00

University Printing Service (Internal Agreement)	\$ 25,000.00
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Regent White moved approval of the recommendation. The following voted yes on the motion: Regents Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. The Chair declared the motion unanimously approved.

#### PURCHASE OF TELEPHONE CABLE

Bids were recently circulated for a total of approximately 30,000 feet of 17 line items of telephone cable to serve the University apartment complexes, the Energy Center and Music Building, and several outlying areas. The University has a unique opportunity to take advantage of the electrical cable laying work for the electrical power redistribution project and lay the telephone cable in the same trenches and runs for a fraction of the normal cost. The payback period for the apartment portion of the project is 1.8 years.

The project will be funded by the respective accounts through Auxiliary Services Account 147-322.

Bids were received from:

1. New England Wire, Inc. Meridan, Connecticut	\$ 82,992.60
2. Alltel Dallas	\$ 81,021.31
Plus Estimated Freight	<u>4,000.00*</u>
	\$ 85,021.31

\*Bid was FOB Factory, not FOB University as specified. The estimated freight cost for 25 tons of cable is \$4,000.00 and Alltel's bid must be increased by that amount for an evaluated bid of \$85,021.31.

3. Communications Supply Broken Arrow, Oklahoma	\$104,605.30
4. Atlanta Cable Sales, Inc. Norcross, Georgia	\$125,014.00

The evaluated low bid of New England Wire for the amount \$82,992.60 is acceptable to the Director of Auxiliary Services.

President Banowsky recommended that the Board of Regents approve the award of a purchase order in the amount of \$82,992.60 to New England Wire, Incorporated for the purchase of telephone cable.

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

#### PURCHASE OF GASOLINE

Bids were recently circulated for the purchase of gasoline for the Norman Campus Motor Pool for the period January 1, 1985 through March 31, 1985. The estimated requirements are 34,000 gallons of regular gasoline and 24,000 gallons of unleaded. Specifications include a de-escalation provision so that 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. Mangum Oil & Gas Company Mangum, Oklahoma	\$.8370	\$.8667
2. L. D. Rhodes Gulf Oil Company Oklahoma City	\$.843	\$.873
3. J&J Masters Oil Company Norman	\$.845	\$.875
4. Paul Penley Oil Company Oklahoma City	\$.859	\$.889
5. Martin Oil Company Norman	\$.8835	\$.9134
6. Kerr-McGee Oil Company Oklahoma City	\$.8897	\$.9197

The low bid of Mangum Oil Company is acceptable.

President Banowsky recommended that the Board of Regents approve the award of a purchase order in the estimated amount of \$50,992.20 to Mangum Oil & Gas Company to provide gasoline for the period January 1 through March 31, 1985.

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

## FEDERAL AVIATION ADMINISTRATION FACILITIES PROPOSAL

In 1971 the Federal Aviation Administration (FAA) Management Training School (MTS) was established to provide basic supervisory and management training for FAA employees. The University of Oklahoma developed the curriculum and course content, provides the instructors and manages operational aspects of the program. The MTS is located on the campus of Cameron University in Lawton. The lease for the facilities at Cameron expires September 30, 1986. Cameron University does not intend to submit a proposal for the continuation of this lease.

The FAA is interested in leasing approximately 83,000 square feet of net usable floor space, including administrative office space, classrooms, food service facilities, dormitories and support services to house the FAA Management Training School. The FAA needs the facilities by October 1, 1986 and has requested a lease for an initial period of 10 years with the FAA having the option to renew for an additional two five-year periods. The FAA is soliciting proposals to provide the needed space.

The University is interested in the continuation of the existing management training contract. Furthermore, the University currently has existing underutilized capacity in the dormitory system which could be provided to the FAA to meet their MTS space requirements. Approximately 1½ buildings in Cross Center have been leased by the FAA for the past five years for their air traffic controller pre-development program. This lease terminated October 1, 1984. A decline in student housing demand resulted in the closure of another Cross Center building and the final Cross Center dormitory is being phased out.

The Architectural and Engineering Services Department has reviewed the space which will be available in the Cross Center facility and has determined that the University can respond positively to the FAA's request for proposal. There are several benefits which will accrue to the institution if the



University leases the Cross Center facilities to the FAA: (1) the lease will be beneficial to the University in that we will have a tenant for space that is not currently required for University Housing. The Cross Center facility is a part of the 1963 housing revenue bond system. The bonds will not retire until 1994, (2) the FAA's intended use of the facility will not diminish the value of the facility for use by the University in future years as much of the space will remain in the dormitory configuration, and (3) the renovation of the facilities which will be required to meet the FAA requirements will provide an upgrade to the facility which will in the long-term benefit the University.

The modification will require conversion of some first floor lounge space to classrooms, the conversion of some dormitory rooms to office and administrative space and the rehabilitation of the dormitory rooms to provide carpet, air conditioning and new furniture. The estimated cost of the modifications to the Cross Center facilities will total approximately \$1.5 million. With Regents' authorization, repair and maintenance and other reserves of the bond systems may be used for this renovation. We contemplate a satisfactory lease agreement, which will permit a five-year payback of this investment. During the final five years of the initial 10-year lease and during the two five-year options, the FAA lease will provide financial strength to the housing bond systems and should permit early retirement of some of the housing system bonds.

President Banowsky recommended that the Board of Regents authorize the University administration to prepare and submit a proposal to the Federal Aviation Administration for the lease of the Cross Center facilities for the FAA Management Training School. The proposal will take into account the overall objectives of The University of Oklahoma and should meet the basic requirements requested by the Federal Aviation Administration. A copy of the completed proposal will be submitted for Regents' review at the January Board meeting. If the proposal is accepted by the FAA, the Regents will be requested to approve renovation plans and to authorize the use of housing revenue bond reserves to provide funding for the renovation project.

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

#### OKLAHOMA GEOLOGICAL SURVEY AGREEMENT

An agreement is proposed between the United States Geological Survey and the Oklahoma Geological Survey for the fiscal year 1985 for a program of geologic and geophysical mapping. The USGS will provide support for the program through provision of operational expenses and geophysical services. The Oklahoma Geological Survey will provide operational expenses and mapping personnel for the program. Each party will contribute \$125,000 for the program for the period October 1, 1984 to September 30, 1985 to cover all of the cost of the necessary field and office work directly related to this program.

President Banowsky recommended approval of the agreement between the U.S. Geological Survey and the Oklahoma Geological Survey for a program of geologic and geophysical mapping as explained above.

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

#### UTILITY SYSTEMS IMPROVEMENTS ELECTRIC SERVICE AGREEMENT

In November of 1983, the Board of Regents approved a preliminary official statement and a plan to sell approximately \$12,260,000 in revenue bonds for a utility systems improvement project. This project includes: (1) construction of two electric substations, (2) extension of the main campus electric distribution system, (3) improvements to the main power plant, (4) modification of the two main cooling plants and (5) extension of the electric power distribution, heating and cooling systems. This project involves the construction by Oklahoma Gas and Electric Company of a new 138,000 volt electric power supply line to a new substation.

In order to proceed with the implementation of this project, the University needs to obtain electric power from Oklahoma Gas and Electric Company and to coordinate the operation of its generation facilities with the power supply of OG&E. As a condition of constructing a new 138,000 volt supply to the University's new substation at a cost of approximately \$400,000 and to set forth the terms and conditions of power supply operation between OG&E and the University administration an agreement has been developed.

The agreement has an initial term of five years and provides that power will be sold to the University at the lowest applicable rate now in effect (Power and Light Rate, PL-1). The agreement has been reviewed by the University administration and was found to provide an acceptable basis for the purchase of power from OG&E.

President Banowsky recommended that the Board of Regents authorize the administration to enter into an agreement with Oklahoma Gas and Electric Company which sets forth the terms and conditions for electric service.

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

#### WESTHEIMER FIELD PROJECT - ENGINEERING FIRMS

Interviews were conducted on November 28, 1984 to consider the qualifications of five engineering firms that had indicated an interest in providing the professional engineering services required for the Max Westheimer Field Ramp Area Reconstruction and Extension project. These interviews and the preliminary review process were conducted in accord with the provisions of

the State law and policies of the Board of Regents. The following qualifications of each firm were considered:

1. Professional reputation
2. Experience with airport paving projects
3. Available professional staff
4. Scope of services offered
5. Amount of work in progress
6. Other University projects completed
7. Financial standing and stability
8. Size of firm
9. Location of firm

The interview group obtained information from the consultants, the files of the State Office of Public Affairs and other sources. Selected facts about each firm are as follows:

<u>FIRMS</u>	Total Employees	Number of Registered Engineers	Project Type Preference	Number of Previous Similar Projects 78-83 - yrs.
1. The Benham Group	161	31	1	14
2. Frankfurt, Short, Bruza, Inc.	41	9	1	2
3. Michael Baker, Jr., Inc.	563	28	2	11
4. Bucher, Willis & Ratliff	111	16	1	28
5. Mansur, Daubert, Strella, Inc.	40	9	1	0
6. Black & Veatch	2430	764	1	4
7. C. H. Guernsey and Company	175	26	1	6
8. Leard and Associates with White Engineering Company	15	4	1	7
9. Horizon Engineering, Inc.	6	2	1	11
10. Breisch Engineering Company	19	4	1	1
11. Wilbur Smith and Associates	479	22	1	6

Members of the Interview Committee:

- George Hargett, Associate Director, Auxiliary Services
- Kenneth Jorgenson, Assistant Director, Physical Plant
- Michael Moorman, Architect, Architectural and Engineering Services
- Conley Weiss, Director, Auxiliary Services
- Leon Yanda, Engineer, Auxiliary Services

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Based upon the interviews and a review of each firm's qualifications, the interview group rated the firms in the following way:

	<u>Breisch Engineering Company, Inc.</u>	<u>Bucher Willis &amp; Ratliff</u>	<u>Horizon Engineering, Inc.</u>	<u>Leard and Associates</u>	<u>Wilbur Smith and Associates</u>
Acceptability of Design	23	42	22	40	36
Quality of Engineering	23	40	22	38	38
Adherence to Cost Limits	31	31	29	41	34
Adherence to Time Limits	29	35	30	35	34
Volume of Changes	33	35	28	38	36
Financial Stability	<u>35</u>	<u>40</u>	<u>15</u>	<u>35</u>	<u>39</u>
Total Points	174	223	146	227	217

Summary of Proposed Fees

	<u>Breisch Engineering Company, Inc.</u>	<u>Bucher, Willis &amp; Ratliff</u>	<u>Horizon Engineering, Inc.</u>	<u>Leard and Associates</u>	<u>Wilbur Smith and Associates</u>
<u>Area 1</u>					
Design Services	\$35,300	\$47,000	\$49,000	\$33,750	\$38,000
Construction Services	<u>21,000</u>	<u>52,000</u>	<u>23,840</u>	<u>8,000</u>	<u>43,750</u>
Subtotal	\$56,300	\$99,000	\$72,840	\$41,750	\$81,750
<u>Area 2</u>					
Design Services	37,800	19,000	25,400	85,000	40,500
<u>Area 3</u>					
Design Services	47,800	15,000	15,200	78,000	37,500
Combined	\$129,500	\$133,000	\$113,440	\$116,000	\$147,750

Note: The provision of design services for all three areas at one time will in the case of some firms result in a fee which is lower than the sum of the fees for the individual areas.

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This information was discussed at length at the Committee meeting on Wednesday. Regent Imel called attention to the fact that in the selection process Leard and Associates was the highest rated firm and was the second lowest in terms of fee for the total project. He moved, therefore, that Leard and Associates be appointed for this project at a fee of \$116,000 for all services.

The following voted yes on the motion: Regents Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. The Chair declared the motion unanimously approved.

#### NAME FOR MUSIC BUILDING

The Robert Glenn Rapp Foundation of Oklahoma City made a gift of \$500,000 in 1983 to help construct the School of Music Building. Recently the Foundation's Trustees increased the gift to a total of \$2,500,000. To recognize the Foundation's gift, the University proposes to name this facility the Stanley B. Catlett Sr. Music Building. Mr. Catlett is a longtime Trustee of the Rapp Foundation and a loyal and dedicated alumnus of the University. He was graduated from OU's College of Law and was a member of the orchestra and the band while attending the University. In naming the building for him, the University will recognize his service to this institution and the generosity of The Rapp Foundation.


President Banowsky recommended approval of naming this facility the Stanley B. Catlett Sr. Music Building.

Regent White moved approval of the recommendation. The following voted yes on the motion: Regents Little, Rothbaum, McCurdy, Imel, Kemp, Sarratt, and White. 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 in various stages of planning on the Norman Campus. No action was required.

There being no further business, the meeting adjourned at 9:45 a.m.

  
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Barbara H. Tuttle  
Executive Secretary of the Board of Regents

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
Energy Center Building, Phase IIA	The Benham Group	Harmon Construction	07/14/83	<u>12/31/85</u> 05/14/86	<u>\$9,229,613</u> \$9,200,150	55%	State Building Funds and private funds.
Energy Center Building, Phase IIIA	The Benham Group	Harmon Construction	01/13/84	<u>12/31/85</u> 05/24/86	<u>\$3,788,914</u> \$5,013,328	40%	State Building Funds and private funds.
School of Music Building, Phase IA	Kaighn Associates Architects Inc. and Bauer, Stark & Lashbrook, A Joint Venture	Flintco, Inc.	02/08/84	01/27/86	<u>\$4,368,000</u> \$5,303,238	30%	State Building Funds and private funds.
Gould Hall Renovation, Phase IIA	Loftis, Bell & Downing, Architects and Engineers	Physical Plant	---	10/30/84	\$ 250,000	99%	State Building Funds.
Carnegie Building	Architectural and Engineering Services	Physical Plant	---	<u>09/17/84</u> 10/10/84	<u>\$ 121,065</u> \$ 145,715	99%	Section 13 and New College Funds.
Max Westheimer Field North Taxiway System, Parts A and B	C.H. Guernsey Company, Inc.	T.J. Campbell Company	08/30/84	<u>10/15/84</u> 11/30/84	<u>\$ 481,710</u> \$ 478,330	99%	DOT Grant and University Funds.
Utility Systems Improvements, Interconnect and Power Plant Substations	C.H. Guernsey Company, Inc.	Re-Con Company, Inc.	11/01/84	---	\$2,552,840	0%	Utility Bond 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	Inactive.
Gould Hall Renovation, Phase II	M&R 13B	Loftis, Bell & Downing Architects and Planners	07/22/82	\$ 1,695,000	Inactive.
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 1	The Benham Group	12/16/81	\$45,000,000	Phase IA is complete. Phases IIA and IIIA are under construction. Final plans for Phases IIB and IIIB are being completed. Design development plans for Phases IIB, IIIB and IV are complete. Additional work on Phase IV is underway.
School of Music Building, Phase 1B, 1C and 1D	NC 2	Kaighn Associates Architects, Inc. and Bauer, Stark & Lashbrook A Joint Venture	04/08/82	\$13,400,000	Contract documents have been completed for Phases 1B, 1C and 1D. Phase 1A is under construction. Additional work on Phase 1B is underway.
Brooks Street Parking Area	---	Lawrence, Lawrence, and Flesher	07/27/79	\$ 750,000	Inactive.
Copeland Hall Addition	NC 4	Murray-Jones-Murray	03/01/83	\$ 5,000,000	Inactive.

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	Inactive.
Career Planning and Placement Renovation	M&R 59	Architectural and Engineering Services	---	\$ 200,000	Inactive.
University Childhood Center	ANC 1	Architectural and Engineering Services	---	\$ 800,000	Inactive.
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 second phase of work (Parts C, D and E) are complete. Applications for DOT grants are pending.
N.E.L. Building Renovation	M&R 73	Architectural and Engineering Services	---	\$ 500,000	The telecommunications section of this project is complete. Plans for the second floor area are being completed.
Utility Systems Improvements	NC 5	C.H. Guernsey Company, Inc.	07/06/84	\$ 9,986,000	Initial studies are complete. Bids for a turbine generator were received on November 20, 1984.
Chilled Water Plant No. 1 Modifications	M&R 73A	---	---	\$ 458,000	A grant of \$210,000 has been received from DOE.
U.S. Postal Service Technical Training Center	---	Architectural and Engineering Services	---	---	A proposal has been developed and submitted to the U.S. Postal Service.
Max Westheimer Field, Ramp Area Reconstruction and Extension	---	Architectural and Engineering Services	---	\$2,000,000	The engineer selection process is underway.