

**C O N T E N T S**  
**MINUTES OF A REGULAR MEETING**  
**THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS**  
**APRIL 7-8, 1993**

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**MINUTES OF A REGULAR MEETING  
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS  
APRIL 7-8, 1993**

A regular meeting of the Board of Regents of The University of Oklahoma was called to order in Dining Rooms 5 and 6 of the Oklahoma Memorial Union on the Norman Campus of the University beginning at 2:37 p.m. on Wednesday, April 7, 1993.

The following Regents were present: Regent E. Murray Gullatt, Chairman of the Board, presiding; Regents J. Cooper West (arrived at 3:15 p.m.), C. S. Lewis III, G. T. Blankenship, Larry C. Brawner, and Melvin C. Hall.

Absent: Regent Ada Lois Sipuel Fisher.

Others attending all or a part of the meeting included Dr. Richard L. Van Horn, President of The University of Oklahoma, Provosts James F. Kimpel and Jay H. Stein, Vice Presidents Fred J. Bennett, Arthur J. Elbert, Jerry B. Farley, Roland M. Smith, and Daniel J. O'Neil, Mr. Fred Gipson, Mr. Robert P. White, Ms. Beth Wilson, and Dr. Chris Purcell, Executive Secretary of the Board of Regents.

Those attending the meeting from Cameron University were Dr. Don Davis, President of the University, and Vice Presidents Louise Brown, Terral McKellips, and Don Sullivan.

Notice of the time, date, and place of this meeting was submitted to the Secretary of State, and the agenda was posted in the Office of the Board of Regents on or before 2:30 p.m. on April 6, 1993, both as required by 25 O.S. 1981, Section 301-314.

## MINUTES

Regent Blankenship moved approval of the minutes of the Finance and Audit Committee meeting held on March 3, 1993 and the minutes of the annual meeting held on March 3-4, 1993. The following voted yes on the motion: Regents Gullatt, Lewis, Blankenship, Brawner, and Hall. The Chair declared the motion unanimously approved.

## CAMERON UNIVERSITY

### REPORT OF THE PRESIDENT OF THE UNIVERSITY

Dr. Davis presented the following report:

#### Governor to be Commencement Speaker

Governor David Walters will be the Cameron University graduation speaker May 8. A vigorous proponent of higher education, Governor Walters urged voters to pass State Questions 649 and 650 which authorize the State to borrow up to \$350 million for the first Higher Education State Bond issue in 25 years. The bond issue enables construction on all 25 State college or university campuses in Oklahoma, and includes a \$10.2 million biological and physical sciences complex at Cameron. The Governor has made several

visits to the Cameron campus in the past year. In addition to his visit to urge passage of the bond issue, he signed legislation on May 28, 1992, before a standing room audience in University Theater, transferring Cameron University from the Board of Regents for Oklahoma Agricultural and Mechanical Colleges and placing it under The University of Oklahoma/Cameron University Board.

#### Speech Team Places Second Nationally

The speech team traveled to Tacoma, Washington, and won second place in overall sweepstakes in the national speech and debate tournament March 17-21. Cameron was among 86 universities competing in the tournament sponsored by Pi Kappa Delta, national forensics fraternity, winning two superior and two excellent awards in debate, and a number of other awards that added sweepstakes points. The tournament and convention is held every two years for 250 Pi Kappa Delta member senior colleges and universities. Tony Allison, Chair of the Communications Department, received Pi Kappa Delta's Service Award presented by past presidents. He served the organization as the national secretary/treasurer from 1981-95 and served six years on the national council.

#### Davis Academic Excellence Award Instituted

On March 26 President Don Davis was presented the first Don C. Davis Award, named in his honor for outstanding contributions to academic excellence, at the annual banquet of the Phi Kappa Phi Honor Society. Dr. Scherrey Cardwell, President of the Society, listed obtaining Section 13 funds, the public radio station KCCU, and the Cameron graduate program among Davis' accomplishments during his 13 years as President. Dr. Cardwell said, "During his tenure, and including the present fiscal crisis in State finances, President Davis has always kept his eye firmly on the academic integrity of Cameron's educational programs." The award will not be given automatically each year, but will be given when the Society's executive board feels that an individual, a group, or a company has made outstanding contributions in promoting academic excellence on the Cameron campus.

#### McMahon Competition Winner

Dan Goble, Toronto saxophone player, is the 1993 winner in the Eighth Annual Louise D. McMahon International Music Competition which was held March 17-20 at Cameron. The winner was announced following performances by the final three contestants March 20 with the Lawton Philharmonic Orchestra. Mr. Goble will return next year to give master classes, perform a solo recital at Cameron University, and have a return engagement with the Orchestra. Second place winner was Debra Reuter-Pivetta, flutist of Winston-Salem, North Carolina, and third place winner was Karl Pituch, horn player from Hawaii. The three finalists were selected after competition at Cameron by 12 semifinalists picked from a field of more than 100 applicants. The competition is sponsored by Cameron University and the Lawton Philharmonic Society and is made possible by a grant from McMahon Foundation.

### Science Fair

Two Elk City high school juniors were selected tops among 146 entries in the 35th Cameron Regional Science Fair March 5-6. They are Carrie Kennemer and Anita Hylton, who will attend the 44th International Science and Engineering Fair in Mississippi Beach, Mississippi May 9-15. Judges certified a total of 24 entries for the State Science Fair April 1-3 at East Central University. The regional fair draws high school and junior high school students from 13 counties in Southwest Oklahoma.

### Business Forums Focus on Clinton Economic Proposals

Two March Business Forums, conducted by Dr. T. K. Bhattacharya and Dr. Abdulhamid Sukar of the Cameron School of Business, focused on the economic proposals of President Clinton. Twice each month, the University hosts a forum for the Southwest Oklahoma business community and features mini-lectures on economics, presentation of business news, and information sharing by participants.

### Total Quality Management Staff Training

Total Quality Management (TQM) started with a class in the School of Business taught in the spring of 1992 by John Loulan, Plant Manager of Goodyear, and has spread through the School. Dr. Jacquetta McClung, Dean of the School of Business, is teaching TQM this semester to 29 people in the Business Office and seven from the Financial Assistance Office, and plans for further sessions with the Student Services staff in the fall. TQM is popular in both Japanese and American industry. Dr. McClung said the concept, applied in education, views the University as provider of services, and the student as the client, with two-way communication to recognize and solve problems in a process of continual improvement.

### Writing Class has Works Published

All six graduate students participating in Dr. Fred Smiley's writing seminar have had manuscripts accepted for publication. The students, coached by Dr. Smiley, chose their topics, prepared, researched and wrote material for submission to professional journals and periodicals. The articles vary from Brenda Chambers "Making Music the Kodaly Way," in *THINK*, summer 1993, to Amalia Gensmans "Hoy es Manana", in the January 1993 *Oklahoma Foreign Language Teachers Association Bulletin*. Dr. Smiley, Assistant Professor in the School of Education and Behavioral Sciences, started the seminar in the spring of 1992. Four students in that session have also had their works accepted.

### Liontas' Work Shows in Five Exhibitions

The works of Katherine Liontas, Assistant Professor of Art, have been accepted for five shows this spring. Her "Farmer Jim Davis," in color pencil, was in the 14th Bradley National Print and Drawing Exhibition February 20 to April 4 at Bradley University, Peoria, Illinois. Her "To Think of Time" was selected for the Cimarron National Exhibition at Oklahoma State University

March 1 - 24. Her work is also showing in March and April at the East Gallery of the State Capitol; at the Friends Festival of Art May 6 - 31 at Duncan Regional Hospital; and the Oklahoma Visual Arts Coalition Oklahoma Painting Biennial II at Norick Art Center, Oklahoma City, February 26 - April 17.

President Davis commented on the impact on Cameron University of a budget reduction. Working with three scenarios, a 9% reduction, a 9% reduction with a 5% increase in enrollment fees and tuition, and a 9% reduction with a 10% increase in tuition and fees, the reduction in appropriations and allocations will total approximately \$1,200,000. He said the reserves have grown and the administration feels very comfortable in utilizing from \$288,000 to \$323,000. Two principles were used in planning - academic mission should have top priority and reductions must be selective as opposed to across the board. The goal is to keep the academic offerings at the current level with a 10% increase in fees and tuition. He said it will be difficult to maintain that level with a 5% increase.

**ROOM AND BOARD CHARGES FOR 1993-94**

The schedule of proposed room and board rates for Cameron University's resident halls for the 1993-94 academic year includes an increase of \$30.00 per semester for board plans and \$29.00 per semester for room rates. These increases average approximately 6% for the room rates and from 4.7% to 5.8% for the six different meal plans. As an incentive for sophomore, junior and senior students to remain in the resident halls, the administration proposes that rates for these students be discounted to the 1992-93 price levels.

The current rates and the proposed new rates were included in the agenda and are attached hereto as Exhibit A.

President Davis recommended that the schedule of proposed room and board charges be approved for the 1993-94 academic year.

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

**APPOINTMENT OF AUDIT FIRM FOR FISCAL YEAR ENDING JUNE 30, 1993**

The public accounting firm of Deloitte & Touche, which has been selected by the Board of Regents as the external auditor for The University of Oklahoma, has submitted a proposal to conduct similar services for Cameron University. The proposed audit services and fees are as follows:

<u>Audit Function</u>	<u>Proposed Fee</u>
Annual Financial Audit	\$13,500.00
Single Audit:	
Financial Assistance	7,000.00
Other Federal Programs	<u>1,500.00</u>
Total	\$22,000.00

The proposed fees are the same as those charged by Cameron's current external auditor for identical services

President Davis recommended that the firm for Deloitte & Touche be appointed to conduct the annual audit of Cameron University for the fiscal year ending June 30, 1993.

President Davis commented that Cameron has a three-year engagement with the firm of Cole & Reed, Oklahoma City, for fiscal years 1992 through 1994. He said the University was satisfied with their services for the external audit conducted for the year ending June 30, 1992 but the change to the firm of Deloitte and Touche will establish a common auditing firm for The University of Oklahoma and Cameron University.

Mr. Sam Cole, a representative of Cole & Reed, was present. He addressed the Board and asked that President Davis' recommendation be reconsidered. Mr. Cole said Cole & Reed served Cameron well and gave the University quality service. Cole & Reed thought they would be retained three years and on a first-year audit, extra costs and time are incurred which are not billed and it takes the company a couple of years to catch up with that. Mr. Cole said he would like the Board to retain his firm two more years. Cole & Reed would willingly coordinate with Deloitte and Touche in every way possible.

Following discussion by the Regents, President Davis asked to be allowed to withdraw this item until the Board of Regents has time to further consider the matter. The Regents generally agreed.

## **ACADEMIC PERSONNEL ACTIONS**

Resignations and/or Terminations:

Jo McGuffin, Assistant Professor, Department of Nursing, May 14, 1993.

Mary E. McCourt, Instructor, Department of Nursing, March 19, 1993.

President Davis recommended approval of the academic personnel actions shown above.

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

## **THE UNIVERSITY OF OKLAHOMA**

Chairman Gullatt made the following comments. He said material reductions will be made in State funding to higher education and this Board has the responsibility to be sure the citizens of Oklahoma understand the impact of this allocation reduction. One of the most important impacts will be on the economic base of the State and the ability to grow that base. Quality higher education is an absolute necessity to attracting new industry and encouraging industrial expansion within the State and also the key to attracting and retaining the brightest and best students. The University of Oklahoma has made substantial progress in attracting the brightest high school graduates and this is an important asset in trying to attract industry to this State. He said we are looking at a situation where we have to maintain quality education within



the limits of the funding available and if there are not enough funds, you downsize it. That means fewer students will have an opportunity to come to this institution. Mr. Gullatt said State funding for higher education is one of the most important investments the taxpayers of Oklahoma make and reduction of those funds has a very long-term impact.

## REPORT OF THE PRESIDENT OF THE UNIVERSITY

Dr. Van Horn outlined the broad impact on the University of a possible budget reduction of nine percent on the sum of the continuing and one-time funding. This would represent a loss of \$15.4 million to OU. Possible actions the University could take are to increase tuition; centralize services (i.e. computing, purchasing, personnel, etc.); continue emphasis on nonstate funds; stabilize enrollment and campus restructuring. Dr. Van Horn said at this point no one at the University is being laid off and it is hoped that any necessary reduction in faculty and staff can be handled by attrition.

Senior Vice President and Provost Jeff Kimpel reviewed the impact on the Norman Campus of two budget reduction scenarios - 9% and 5% cuts. He said a cut of any magnitude will have a major impact on our core areas of University instruction and research. The decision has been made to significantly protect our core academic areas. The primary mission of the University is to provide instruction for students and provide research for the State and the nation and so those areas are going to be protected, which means cuts at a lower rate than other areas. We intend to keep fixed cost increases to a minimum and increases in fee waivers will be minimized.

Senior Vice President and Provost Jay Stein presented information pertinent to the Health Sciences Center's position assuming a 9% budget reduction. He said a 9% reduction would result in a loss of \$5.35 million to the Health Sciences Center, while a 10% tuition increase would only offset 1.2% of that loss. The following steps have been or are being implemented in preparation for the anticipated reduction in funding: a salary recapture program, a program of limited hirings, review of the faculty tenure process, and consideration of concepts for early retirement. There have been campus budget planning meetings in Oklahoma City and Tulsa with all of the deans participating. Dr. Stein said hard decisions must be made. The severity of the necessary cuts would affect every facet of the Health Sciences Center. Dr. Stein said he wants to maintain the quality of the University and will do as much as possible to accomplish that.

## RESOLUTION

President Van Horn recommended approval of the following Resolution:

WHEREAS, Ada Lois Sipuel Fisher's courage and determination in the landmark Supreme Court case *Sipuel v. Oklahoma* changed history and opened the doors of higher education for black students to attend and graduate from professional schools in Oklahoma;

WHEREAS, she served her alma mater, The University of Oklahoma, with distinction as the second black member of the Board of Regents from 1992 to 1993;

WHEREAS, her expertise as an attorney and educator, as well as her love and concern for students, has made her an outstanding member of the Board of Regents;

WHEREAS, despite her demanding schedule and responsibilities, she has given generously of her time and abilities to govern the University and to improve its academic programs;

WHEREAS, her contributions to human rights and relations have earned her such honors as the National NAACP Youth Award, the Outstanding Alumnus Award of Langston University, and the Oklahoma Human Rights Commission Award for Contribution in the Area of Civil Rights;

WHEREAS, her spirit and strength have touched countless lives throughout Oklahoma and the nation, inspiring the play "Halls of Ivory," and leading to her designation by the Smithsonian Institution as one of 150 outstanding black women -- along with Sojourner Truth, Harriet Tubman, Rosa Parks, Coretta Scott King and Barbara Jordan -- who have most impacted the course and direction of American history;

NOW THEREFORE BE IT RESOLVED, that the Board of Regents of The University of Oklahoma express profound appreciation to Ada Lois Sipuel Fisher for her bravery, her conviction, and her many contributions to the University and the State of Oklahoma.

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

## **ISSUANCE OF REVENUE BONDS FOR OKLAHOMA MEMORIAL UNION**

In the spring of 1992, the University began discussions with the Oklahoma Memorial Union Trustees regarding the feasibility of the University acquiring ownership of the Oklahoma Memorial Union. It was determined that should an agreement be reached between the University and the OMU Trustees whereby the University did acquire the OMU, the University would proceed to issue revenue bonds for the acquisition, improvement and renovation of the OMU. At the Regents' May 13-14, 1992 meeting, the administration reported to the Board that it had requested the passage of a concurrent resolution by the Oklahoma legislature enabling the administration to move forward with the actions required for the issuance of these bonds. This concurrent resolution was adopted by both the Senate and the House of Representatives on May 25 and May 26, 1992.

At the January 26-27 meeting, the Regents authorized the University administration to begin the process of selecting architectural and engineering consultants to provide professional services for the renovation of the OMU and approved the proposed schedule for the transfer of the OMU to the University. This schedule indicated that the University administration was to begin work on this bond issue in February.

At the March 3-4 meeting, the Regents approved the use of Student Activity Fee revenue for the funding of the debt service for the proposed revenue bonds.

The University's administration has been working with the University's bond financial consultant and bond counsel and the adoption of the Resolution, a copy of which was included in the agenda and is attached hereto as Exhibit B, is required for the issuance of these revenue bonds. The adoption of this resolution does not constitute the final approval by the Regents of this bond issue. The final terms and conditions of said bonds and the documents authorizing and securing same will be brought back to the Regents for final approval.

President Van Horn recommended the Board of Regents approve the Resolution determining that the acquisition, improvement and renovation of the Oklahoma Memorial Union is needed for the comfort, convenience and welfare of the students of The University of Oklahoma; approving the Preliminary Official Statement containing the Statement of Essential Facts pertaining to the Regents' Student Union Revenue Bonds Series 1993, in an aggregate principal amount not to exceed \$6,000,000 and directing that same be forwarded to the Oklahoma State Regents for Higher Education; authorizing staff to coordinate with the financial consultant and bond counsel to prepare to offer said bonds for sale; and containing other provisions relating thereto.

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

## **COLLEGE OF ARCHITECTURE DEAN SEARCH**

Regent Gullatt moved the Board meet in executive session for the purpose of hearing a report by the Search Committee on candidates for Dean of Architecture. The following voted yes on the motion: Regents Gullatt, West, Lewis, Blankenship, Brawner, and Hall. The Chair declared the motion unanimously approved.

The executive session began at 4:00 p.m. in the same location with Dean David Woods, Chair of the Committee, and search committee members.

The meeting reconvened in regular session at 4:15 p.m.

At this point in the meeting, Chairman Gullatt announced he had received notification of the appointment of a new Regent to the Board of Regents replacing Ada Lois Sipuel Fisher, whose term has ended. Mr. Gullatt said Governor Walters has named Donald B. Halverstadt, M.D. to the Board. Dr. Halverstadt is currently serving as Chairman of the Oklahoma State Regents for Higher Education. Dr. Halverstadt's term will be effective April 24, 1993.

## **PROGRAM MODIFICATIONS**

As part of its Academic Program Resource Allocation process, the Oklahoma State Regents for Higher Education now require that all institutional curricular changes be forwarded to them after having been reported to the institution's governing board. The following is a list of nonsubstantive curricular changes that have been approved by the Senior Vice President and Provost, Norman Campus, upon the recommendation of the cognizant departments and colleges, the Graduate Council when appropriate, and the Academic Programs Council.

- Curriculum Revisions in Meteorology

To bring the Meteorology program in concert with modern trends in atmospheric science, the curriculum leading to the Bachelor of Science degree in Meteorology has been adjusted and updated. The revisions include adding two new courses, Physical Meteorology

Radiation and Climate and Mesoscale Meteorology; deleting two courses, Atmospheric Geophysics and Synoptic Meteorology; and adjusting credit hours for two courses, Introduction to Synoptic Meteorology and Senior Seminar.

- Revision of Master of Science Degrees in Petroleum Engineering and Geological Engineering

Credit hours required for elective courses in Petroleum Engineering, Mathematics, and Engineering/Science have been distributed in these two degree programs to allow students greater flexibility in their coursework while keeping a strong concentration and foundation in their chosen area of Petroleum or Geological Engineering. The new distribution covers Petroleum Engineering core courses as well as essentials in Mathematics, but gives students the opportunity to take other Engineering/Science courses tailored more specifically to their particular area of interest.

This report was presented for information. No action was required.

## THE OU ALUMNI ASSOCIATION

The January 1993 University of Oklahoma Alumni Census Report shows that the University's base of alumni support continues to be concentrated within the State of Oklahoma. The report also reflects shifts in the number of OU alumni in urban areas of Oklahoma and in other states. The Alumni Association uses the report to plan activities in geographic areas with the greatest number of alumni.

The report reveals that fifty-one percent of alumni live in Oklahoma. Census information indicates that the number of alumni has increased in the Oklahoma City area and decreased in other urban areas of the State--Tulsa (Tulsa County), Bartlesville (Washington County), Lawton (Comanche County), and Norman/Moore (Cleveland County).

States outside Oklahoma showing the greatest number of alumni are Texas, Colorado, Kansas and Missouri.

The statistics on living alumni with correct addresses are updated semi-annually by the staff of the Alumni Association. Concentrated efforts by the University Affairs staff to improve the accuracy of the alumni database contributes to the accuracy of the January 1993 Alumni Census. Information on numerous alumni who listed their permanent address as their parents' home addresses were updated. The census in the Norman area reflects the large number of recent graduates who have not supplied their current address to the University. The Alumni Association staff continues to focus efforts on improving the percentage of correct permanent address for alumni who have not supplied current information upon moving away from Norman.

This report was presented for information. No action was required.

## FINANCIAL EMERGENCY

The University and other State agencies have been advised by the Governor to expect a nine percent reduction in State funds. This would result in a loss of approximately \$18.7 million to the University and it would have a dramatic impact on the ability of the University to fulfill its mission.

Recognizing that a financial emergency might arise, the Board of Regents has previously approved a policy to cover such a situation. The policy recognizes that the University has four budgetary agencies: Norman Campus; Law Center; Health Sciences Center; and the Oklahoma Geological Survey. The policy defines a financial emergency as "an imminent fiscal crisis that threatens any one of these agencies." The policy goes ahead to provide that a financial emergency will be declared by the President whenever the Educational and General Part I budget allocation to the agency necessitates reductions in faculty or staff or reductions in operational budgets that would seriously erode program quality.

A nine percent reduction in State funding would clearly fall within the definition of a financial emergency. Realizing that the President may have to declare an emergency, it was deemed advisable to bring this matter to the attention of the Board.

The Health Sciences Center Campus and the Norman Campus have adopted separate financial emergency policies. While there are some differences in the policies, the procedure basically requires the Provost on each campus to prepare a general plan to relieve the emergency condition. On the Norman Campus the Budget Council will review the plan of the Provost, while on the Health Sciences Center Campus a Review Committee will be formed to evaluate the plan. After the Budget Council and the Review Committee gather information and hear from representatives of those affected, a plan will be submitted to the President which in turn will be submitted to the Regents for approval.

The policy recognizes that a plan may involve the termination of faculty and staff as well as the elimination of certain programs. In fact a plan could involve a limitation on enrollment.

In the event faculty terminations are recommended, the policies set forth certain guidelines which suggest alternatives such as early retirement, fractional appointments and reductions in salaries first be explored. Similar guidelines for staff reductions are also set forth in the policies which require the consideration of alternative solutions and the recognition of seniority and Affirmative Action guidelines.

If faculty or staff reductions are a component of a plan, the policy requires that the plan be reviewed by appropriate faculty and staff representatives.

If the reduction becomes a reality, it will be necessary for the President to consider the implementation of this policy which will lead to the submission of a plan of reduction to the Regents.

This was presented for information only. No action was required.

## **NORMAN CAMPUS SMOKING POLICY**

The University has been considering for several months declaring the Norman Campus to be a smoke-free area. These discussions have resulted in part from reports of the Surgeon General and the Environmental Protection Agency which recognize that environmental tobacco smoke is a major source of indoor pollution and toxic chemical exposure. These reports on Environmental Tobacco Smoke provide medical, ethical and legal reasons for restricting smoking in University buildings. Such action is permitted under current State law which allows educational institutions to designate campus buildings as smoke-free.

Input from faculty, staff and student groups was considered in developing the new smoke-free policy. Discussions are currently underway concerning a smoking policy for housing facilities, the Oklahoma Memorial Stadium and the Oklahoma Memorial Union.

President Van Horn has issued the following policy establishing smoke-free academic and administrative buildings on the Norman Campus effective May 1, 1993:

Smoking in Public Places Policy  
(Supersedes President's Policy dated 12/3/87)

State laws and public concerns about smoking in public places and educational institutions will be implemented on The University of Oklahoma Norman Campus through the provisions of this policy.

All buildings owned or operated by The University of Oklahoma will be free from smoking except as noted below. "Building" is defined for the purpose of this policy as an enclosed, indoor area owned or operated by The University of Oklahoma and used by the general public, serving as a place of work for University employees, or a *meeting place for a public body (as defined in the Open Meeting Act OS 25 §304)*, including but not limited to-- offices, classrooms, laboratories, libraries, auditoriums, arenas, theaters, performance/exhibit halls, museums, meeting rooms, cafeterias and restaurants or public conveyances (including elevators, trolleys and buses). "Smoking" means the carrying by a person of a lighted cigar, cigarette, pipe or other lighted smoking device.

Signs will be posted at all entrances to University buildings stating that the buildings are smoke-free. Faculty, staff, or students within the building may ask any person smoking in the building to refrain.

The above does not apply to:

- Any housing or residence facility owned or operated by the University.
- Space leased to others.
- Outdoor areas unless specifically designated as non-smoking areas.
- The Oklahoma Memorial Stadium.
- The Oklahoma Memorial Union.

Tobacco products will not be sold on University property.

Budget unit heads or their designees will disseminate this policy to all employees within their area of responsibility. Please direct concerns regarding this policy or its implementation through normal supervisory channels for resolution.

This report was for information only.

## RESOLUTION - STAFF WEEK

President Van Horn recommended approval of the following Resolution:

WHEREAS, the staff members of The University of Oklahoma are essential to the accomplishment of the institution's mission in teaching, research and public service; and

WHEREAS, their dedicated efforts and skills contribute to the quality and achievements of the entire University; and

WHEREAS, the many and varied contributions of the staff enhance the quality of life for those within the University community as well as for those in the larger community;

NOW THEREFORE BE IT RESOLVED that the Board of Regents expresses its appreciation to all members of the staff and hereby proclaims April 26-30, 1993 to be "OU Staff Week" on the Norman Campus in recognition of the jobs well done.

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

## **COURSE CHANGES**

The Oklahoma State Regents for Higher Education now require that all course modifications, additions, and deletions be presented to the institution's governing board before they are forwarded for their consideration. Included in the agenda was a list of all such course changes that have been approved by the Senior Vice President and Provost, Norman Campus, upon the recommendation of the cognizant departments and colleges, the Graduate Council when appropriate, and the Academic Programs Council. In summary, this list of course changes includes:

- 156 Course Deletions, because of curriculum revisions, overlap with similar courses, or insufficient interest.
- 168 Course Modifications, including changes of course title or course number, credit level or credit hours, prerequisite, content, or course description.
- 111 Course Additions, to meet General Education requirements, create prerequisite or capstone courses, fill curricula deficiencies, and respond to student interests.

Following approval by the Oklahoma State Regents for Higher Education, these course changes will take effect in the Fall 1993.

President Van Horn recommended approving course modifications, additions, and deletions as proposed.

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

## **POLICY STATEMENT ON PROGRAM DISCONTINUANCE**

Upon the review and recommendation of the Norman Campus Faculty Senate and Senior Vice President and Provost, Norman Campus, the 1977 Policy Statement on Program Discontinuance has been revised. The primary purpose of the revisions is to incorporate the

current Norman Campus Program Review process into the Policy Statement on Program Discontinuance. Other revisions incorporate current committee appointment procedures, adjust notification dates for affected personnel to agree with those in the Faculty Handbook, incorporate language from the Financial Emergency Policy, address Affirmative Action and tenure concerns, and clarify alternatives for students in affected programs.

President Van Horn recommended approval of revisions to the Policy Statement on Program Discontinuance, Norman Campus, as follows. New wording is underlined and deletions are crossed through.

### Policy Statement on Program Discontinuance Norman Campus

#### Introduction

~~The appearance of a document on program discontinuance is bound to raise fears, or at least to feed speculation, that a significant number of programs are in imminent danger of being cut. In fact, it is precisely because program discontinuance is not a matter of immediate urgency that the present time is especially propitious for addressing the problem. Members of the University community would be understandably suspicious of a document that seemed cut to the measure of some temporary and parochial need. The present document is intended to reflect the broad, long-term needs and goals of the University.~~

The success of any university ~~in a free society~~ rests in a large measure on the degree to which it is responsive to the needs of its students ~~the citizens who provide the financial and those who support to sustain it.~~ Responsiveness and accountability is an essential elements of the fabric of a successful university. ~~They do it does not assure excellence, but its~~ their absence ~~invites~~ assures failure. Because of the rapidity with which new knowledge is accumulated and disseminated, the relevance and emphasis of academic programs must be constantly reviewed.

~~However, this does not suggest that there are no other meaningful dimensions to the purposes of a university. A university also serves as a repository of knowledge, societal transitions, and cultural heritage.~~

Viewed in this light, the formal and systematic evaluation of programs every five years is a positive approach to help ensure that the programs maintain high levels of quality and are responsive to the needs of society, the long-term goals of the university, and the students. Establishing the review process ~~ahead of time, rather than reaching in haste after the problem has developed,~~ is of considerable merit.

While these procedures are established by action of the Board of Regents and will be implemented as University policy, circumstances might arise in which the Board of Regents feels compelled to suspend these procedures after having reasonable input from the University Community.

The program reviews on the Norman Campus are intended to occur every five years and are based on a document titled "Program Review," which details the criteria and procedures of the review process.\* It is possible a program review might produce an evaluation which suggests considering the discontinuance of a program, it is important to establish the policy by which discontinuance be considered and implemented. This document is intended to supersede the policy on program discontinuance which was approved by The University of Oklahoma Board of Regents on November 10, 1977, as that policy had been written before formal program review procedures had been established.



[Rationale: Incorporates Program Review process.]

\*Approved by the Faculty Senate January 12, 1987; revised by the Faculty Senate September 14, 1987 and January 11, 1993.

I. Meaning/Definition of "Program."

~~For the purposes at hand, the term "program" will be ordinarily understood as referring to academic departments. Comparable, multi-disciplinary units or sub-units may be also included in the definition.~~

As the unit of evaluation for the purpose of program review can include, but is not limited to, an academic department, school, division, or organized research unit, the same definition will be applied here.

~~The discontinuance of a "program" need not entail the elimination of a "degree program" or the dismissal of certain faculty members. Both of these consequences may follow from the discontinuance of a program, but they need not in every case.~~

[Rationale: To parallel Program Review language.]

II. Criteria for Evaluating a Program.

~~Criteria for determining whether a program should be discontinued ought to place the greatest emphasis on maintaining the factors of quality, centrality, and demand, consistent with the mission of the University. of the total continuing University program.~~

The following questions should guide the deliberations of those responsible for reviewing programs:

- (1) How good is the program?
- (2) How central to the mission of the University essential is the program?
- (3) What is the demand for the program?
- (4) What would the savings be if the program were discontinued? Would the reallocation of these resources outweigh their current utility?
- (5) What would be the effect of phasing out the program?
- (6) What are the future prospects of the program?

A more detailed list of questions to be used in evaluating a program will be found in the Guidelines for Comparative Program Evaluation document titled "Program Review."

~~It is not intended that a decision be based solely on any mathematical ratio of "good" to "bad" answers to any questions. The questions are intended to focus attention on important considerations. They do not obviate the need for good sense and a judicious assessment of the overall situation.~~

III. Procedures.

A. Initial Steps.

Consideration of program discontinuance can occur as a result of a number of events. It may be suggested during the academic program review process. However, the Provost may call for consideration of program discontinuance because of other events such as a massive loss of faculty or the obsolescence of a field. In any case, when the question of possible program discontinuance is raised, the Provost will forthwith confer with the appropriate dean(s) and chairperson(s) regarding the program(s) involved. Based upon these consultations and the prima facie circumstances, the Provost will make a preliminary determination regarding the appropriateness and the feasibility of the suggested discontinuance. The Provost will then either terminate the consideration at this point or proceed in accordance with the following guidelines.

~~In the event the Provost decides not to proceed, the matter will be reported to the President and the Board of Regents prior to any announcement.~~

[Rationale: Consultation with deans/chairs and reporting to President and Board of Regents incorporated into III. C.]

#### B. Ad Hoc Committee Membership Evaluation and Recommendation

~~If, after consulting with the appropriate dean(s) and chairperson, the Provost decides that discontinuance may shall be appropriate considered, he/she will appoint an ad hoc committee to study the evidence and to make a recommendation. The composition of the ad hoc committee will be as follows: Six faculty members, at least two of whom must be from outside the affected college(s); one or two students, depending on whether or not both undergraduate and graduate programs are involved; and one non-voting representative from the Provost's Office; and one non-voting member of the Campus Departmental Review Panel if its report initiated consideration or program discontinuance. [Rationale: Provides some continuity of views of Program Review Panel.] No voting member of the ad hoc committee shall be a member of that Campus Departmental Review Panel. Four of the six voting faculty members will be appointedselected by the Provost from a list of eight nominated by the Faculty Senate and two of the faculty members will be administrative appointees appointed by the Provost, with faculty from the program being considered for discontinuance excluded from serving on the ad hoc committee. [Rationale: Now correct appointment procedure and incorporates Faculty Senate suggestion that faculty from discontinued unit be excluded.] The student(s) will be appointed by the Provost in consultation with the appropriate student organizations. The members of the committee will elect the chair.~~

#### C. Evaluation Process.

It is crucial that all persons connected with or affected by the program(s) being considered for elimination discontinuance be kept fully informed [normally through the offices of the dean(s) and chair(s)/director(s)] at each stage of the review process, both as a matter of courtesy and to seek information from those most closely related to and most knowledgeable about the program(s). Every affected faculty member should be given the opportunity to bring any facts or considerations that he/she believes to be pertinent to the attention of the special committee, and appropriate procedures should be provided to encourage these inputs, either by appearances before the committee or by alternate procedures. It is also important that the faculty and administrations of closely allied programs that may be affected by any changes in the specific program(s) being considered be kept fully informed of the progress of the review.

The committee is charged to complete its evaluation and to make a final report to the Provost within two months of its first called meeting.

There are a number of sources of information which should be considered by the ad hoc committee in its deliberations. Among these are:

- ~~C. Review of the Ad Hoc Committee Report. The Provost will provide copies of the report to the dean(s) and chair(s) and also ensure that provision is made so that copies are accessible to the faculty members who may be affected by the recommendations of the report.~~
- (1) Recommendations from deans and chairs/directors.
  - (2) The departmental self-study report(s), including both external and internal survey data, accreditation reports, the departmental statistical profile, and the department's personnel policy. (Reference "Program Review," January 11, 1993.)
  - (3) The most recent formal program review document by the Campus Departmental Review Panel, if available. [Rationale: Acknowledges that discontinuance may be initiated in other ways besides program review.]
  - (4) Reports from the Internal Review Committee and/or the External Review Committee if the formal program review resulted in the formation of such committees. (Rationale: Incorporates wording recommended by the Faculty Senate and clarifies which reports should be considered.)

Following the dissemination of the committee report and recommendations, the Provost ~~in addition, the ad hoc committee~~ will arrange for an open discussion and hearing regarding any recommendations for or against discontinuance of any program(s). The dean(s), chair(s), and the faculty unit(s) and individual faculty members of the program(s) involved will be invited to submit written commentaries and recommendations at the time or within one week of this general hearing. Further, the dean(s), chair(s), and the faculty unit(s) and individual faculty members of the program(s) involved may arrange for other interested parties inside or outside of the University to present oral or written arguments at the hearing. [Rationale: Provides for committee to hold hearing, which will be as open as possible, before its report to the Provost.] ~~The ad hoc committee will be present at the hearing, review all written commentaries and, if appropriate, provide an addendum to their report to the Provost.~~

After reviewing and weighing the considerations and recommendations presented in the public hearing and in the various written commentaries and reports, the Provost ~~ad hoc committee~~ will formulate and send his/her recommendation to the President along with copies of all of the other commentaries/reports received and a summary of any additional recommendations that were made in the open hearing. make a recommendation to the Provost no later than three months after the appointment of the committee. A copy of this recommendation will also be sent to the program, unit, or department being considered for discontinuance. The program, unit, or department has the right to respond formally to the recommendation, and may do so by attaching an addendum to the ad hoc committee's report no later than one month after receipt of the report.

The Provost will then send his/her recommendation to the President along with copies of all reports/commentaries/data received and a summary of recommendations that were made in the open hearing.

D.—Decision

The President will then ~~prepare and~~ submit his/her recommendation to The University of Oklahoma Board of Regents for final action.

[Rationale: Provides deadlines for recommendations/responses and clarifies report/recommendation steps from committee to Provost, President, and Regents.]

IV. Personnel Alternatives

If a decision is made to discontinue a program(s), the dean(s), chair(s), and every affected faculty member in the program shall be apprised in writing of that decision and, insofar as possible, of its probable effect on him/her. When personnel actions are involved, the University will be guided by the following considerations:

A.—~~Tenure and seniority will be respected as priority conditions if alternative employment opportunities exist for which the individual is the best qualified candidate.~~

A. The following dates of notification will be followed:

(1) A faculty member with a regular appointment who is not to be reappointed for a second year of service must be so notified no later than March 1; or if the first year of appointment terminates at a time other than the end of the academic year, not less than three months before the end of the appointment period.

(2) A faculty member with a regular appointment who is not to be reappointed to a third year of service must be so notified no later than December 15 of the second year of appointment; or if the second year of appointment terminates at a time other than the end of the academic year, not less than six months before the end of the appointment period.

(3) A faculty member with a regular appointment who is not to be reappointed to a fourth or subsequent year of service must be so notified no later than May 31 of the year preceding the final year of appointment; or, in the case of an appointment ending at a time other than the end of the academic year, not less than twelve months before the end of the appointment period.  
[Rationale: Dates now agree with Faculty Handbook.]

(4) A tenured faculty member who is not to be reappointed because of a program discontinuance must be so notified no later than May 31 of the year preceding the final year of appointment. [Rationale: Dates now agree with the Faculty Handbook.]

B.—Adequate advance notice (e.g., 12-18 months) should be given prior to termination.

B. The University will make every reasonable effort to reassign tenured faculty members to positions for which they are properly qualified before dismissal results from the discontinuance of a program.

- ~~C. Adequate allowance should be made for affirmative action matters.~~
- C. If the University adds positions during a three-year period following transfer or termination, such faculty members should be given priority for positions for which they are properly qualified.
- ~~D. Equitable reinstatement procedures should be established if the program is reinstated.~~
- D. In all cases of termination of tenured faculty because of the discontinuance of an academic program, the place of the tenured faculty member concerned will not be filled by a replacement within a period of three years, unless the released faculty member has been offered reinstatement and a reasonable time (not to exceed 45 days) in which to accept or decline it. The right of a faculty member to be employed in another position is subject, in accordance with paragraph 2.a-c of the Financial Emergency Policy approved by the University Regents November 10, 1977, to the rights of other faculty members who have also been terminated or transferred.

~~Faculty members who may be adversely affected by the decision may avail themselves of the appeal procedures currently approved for the Norman Campus.~~

- E. A faculty member whose salary or FTE has been reduced shall have the same priority for restoration to his/her former status over a new person.
- E. Each terminated faculty member has the right to have his/her termination reviewed by the Faculty Appeals Board to determine if these guidelines have been followed, but the circumstances of the program discontinuance shall not be reviewed.
- G. To the extent possible, alternatives other than termination should be explored. Examples of such alternatives are early retirement, fractional appointments and reduction in salaries.
- H. Unless a substantial and serious imbalance in the quality within a given program would result:
- (1) Untenured faculty should be terminated before tenured faculty.
  - (2) Seniority should be respected.
  - (3) Affirmative Action guidelines should be observed.

[Rationale: The above language is consistent with the language in the Financial Emergency Policy, which the Faculty Senate requested be referenced, and incorporates affirmative action and tenure concerns.]

#### V. Student Alternatives.

If a decision is made to discontinue a program(s), the students currently enrolled in the program shall be notified and every effort shall be made to allow them to finish their programs through continuous enrollment of not more than four years within a reason-

able length of time. If it is not possible for currently enrolled students to complete their program for reasons beyond their control, the University may be obligated to make special allowances for such students. Such allowances might include, but not be limited to, the following: permitting the student to complete his/her program by taking work in related departments; accepting more than the usual number of transfer hours; and accepting major work taken by correspondence from The University of Oklahoma and other schools. [Rationale: Consistent with current University policies when an academic degree program is under suspension and/or possible discontinuance.] (RM, 11-10-77, pp. 14708-12)

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

## REVISIONS TO FEE REFUND POLICY

Public Law 102-325, the Higher Education Amendments of 1992 (HEA amendments) which became effective on July 23, 1992, included a requirement for institutions to provide a pro rata refund of tuition, fees, room and board, and other charges to students who receive federal financial assistance under Title IV programs, and who are first time attendees at the institution. These students are eligible for a pro rata refund until 60% of the academic period (e.g., semester) has been completed. Title IV programs include PELL grants, SEOG grants, College Work Study, Perkins (NDSL) and Stafford (GSL) loans, plus several other federal assistance programs. Institutions participating in these federal programs are required to implement this federally-mandated refund procedure or lose their federal funding. This new refund requirement was reviewed by the State Regents' Council of Business Officers who recommended to the State Regents that the policy on Refunds of Fees and Tuition be revised to be in compliance. On February 5, 1993, the State Regents adopted the recommendations of the Council of Business Officers and directed each institution to develop and publish a refund policy which is in compliance with the HEA requirements.

The revised policy with the proposed changes printed in bold is shown below. The revisions affect only those students who are receiving Title IV federal financial assistance, and who are attending The University of Oklahoma for the first time, and who completely withdraw from the University. These students will be refunded a pro rata portion of their tuition, fees, and other charges until 60% of the academic semester has elapsed. It is estimated that this refund policy will affect approximately 20-30 students per semester with a fiscal impact of less than \$50,000 per year.

The revised policy and refund schedule has been reviewed by the Financial Aid Office, the Admissions and Records Office, and the Bursar's Office and is as follows:

### FEE REFUND POLICY

The refund policy with respect to fees and tuition collected from students at The University of Oklahoma shall be in accordance with the Oklahoma State System for Higher Education Refunds of Fees and Tuition policy as follows:

1. Withdrawal from the Institution
  - A. **The refund policy for fees and tuition (except for Title IV recipients who are first-time attendees) collected from students at The University of Oklahoma shall be as follows:**

Refund for students withdrawing from the institution during the first week (one to five class days) of a regular semester, or during the first two class days of a summer term 80%

Refund for students withdrawing from the institution during the second week (six to ten class days) of a regular semester, or during the third and fourth class days of a summer term 50%

Refund for students withdrawing from the institution during the third week (eleven to fifteen class days) of a regular semester, or during the fifth class day of a summer term 25%

Students withdrawing after the third week (fifteen class days) of a regular semester, or after one week (five class days) of a summer term No Refund

- B. The refund policy for fees and tuition collected from Title IV recipients who are first-time attendees at The University of Oklahoma shall be as follows (less an administrative fee not to exceed the lesser of 5 percent of the gross tuition, fees, room and board, and other charges assessed the student, or \$100):**

**Refund for the students withdrawing from the institution during the first week (One to five class days) of a regular semester 90%**

**(First week of an 8-week summer session) 80%**

**(First 2 days of a 4-week summer session) 90%**

**Refund for students withdrawing from the institution during the second week (six to ten class days) of a regular semester 80%**

**(Second week of an 8-week summer session) 70%**

**(Third and fourth days of a 4-week summer session) 80%**

**Refund for students withdrawing from the institution during the third week (eleven to fifteen class days) of a regular semester 80%**

**(Third week of an 8-week summer session) 60%**

**(Fifth and sixth day of a 4-week summer session) 70%**

**Refund for students withdrawing from the institution during the fourth week (sixteen to twenty class days) of a regular semester 70%**

**(Fourth week of an 8-week summer session) 50%**

**(Seventh and eighth day of a 4-week summer session) 60%**

**Refund for students withdrawing from the institution during the fifth week (twenty-one to twenty-five class days) of a regular semester 70%**

**(Fifth week of an 8-week summer session) 40%**

**(Ninth and tenth day of a 4-week summer session) 50%**

Refund for students withdrawing from the institution during the sixth week (twenty-six to thirty class days) of a regular semester 60%

(After the fifth week of an 8-week summer session) No Refund

(Eleventh and twelfth day of a 4-week summer session) 40%

Refund for students withdrawing from the institution during the seventh week (thirty-one to thirty-five class days) of a regular semester 50%

(After the twelfth day of a 4-week summer session) No Refund

Refund for students withdrawing from the institution during the eighth week (thirty-six to forty class days) of a regular semester 50%

Refund for students withdrawing from the institution during the ninth week (forty-one to forty-five class days) of a regular semester 40%

Refund for students withdrawing from the institution during the tenth week (forty-six to fifty class days) of a regular semester 40%

Refund for students withdrawing after the tenth week of a regular semester No Refund

For the purposes of this refund policy, a student is considered a "first-time attendee" only for the first semester or term in which the student enrolls at an institution.

2. Withdrawal from Classes - Changes in schedule during the drop/add period (first two weeks of a regular semester/term, first week of summer semester/term) will result in full charges for courses added and full refund for courses dropped. Refunds will not be made for withdrawal from classes after the defined add/drop period. Appropriate add/drop charges may be assessed at the institutional level.
3. Fees Applicable Only for Current Semester - Fees are applicable only for the current semester. If a student withdraws and is entitled to a refund, the amount of the refund cannot be carried forward as a credit to a subsequent session.

The refund policy will be effective retroactively to any semester beginning after July 23, 1992, the effective date of Public Law 102-325.

President Van Horn recommended that the Board of Regents approve revisions to the Regents' Fee Refund Policy. These revisions are necessary as a result of changes in the Oklahoma State Regents for Higher Education Policy on Refunds of Fees and Tuition adopted at their February 5, 1993 meeting. The proposed revisions will bring the University's policy into compliance with the Policy of the State Regents.

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



## ACADEMIC COMMON MARKET

In June 1986, the Oklahoma State Regents for Higher Education authorized Oklahoma's participation in the Academic Common Market Program of the Southern Regional Education Board (SREB). Under the plan, Oklahoma college students wishing to study in programs not offered by state institutions are able to attend out-of-state institutions without paying non-resident tuition. In exchange, students from 13 other SREB states -- Arkansas, Alabama, Georgia, Florida, Kentucky, Louisiana, Maryland, Mississippi, South Carolina, Tennessee, Texas, Virginia, and West Virginia -- are eligible for similar participation in designated programs at Oklahoma state colleges and universities.

The purpose of the program is to provide students in member states access to academic programs, especially at the graduate and professional levels, without each state having to shoulder the cost of offering every program available. Students must meet regular admission standards for any academic programs offered through the Academic Common Market and may attend on a space-available basis.

As a result of previous actions by the Board of Regents and Oklahoma State Regents for Higher Education, The University of Oklahoma currently offers 33 degree programs -- 23 based on the Norman Campus and 10 at the Health Sciences Center -- through the Academic Common Market. Through the participation of other institutions in the program, 33 degree programs are available to residents of Oklahoma.

The Academic Common Market has now requested that The University of Oklahoma submit the Bachelor of Arts in European Studies to the Oklahoma State Regents for Higher Education as a program offering. The inclusion of this degree program is supported by the department, Graduate College Dean, and Norman Campus Senior Vice President and Provost. Information about this program is outlined in the Program Nomination form which was included in the agenda.

President Van Horn recommended that the Bachelor of Arts in European Studies be submitted to the Oklahoma State Regents for Higher Education for inclusion in the Academic Common Market Program of the Southern Regional Education Board.

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

## PROGRAM DISCONTINUATIONS

As part of the strategic planning process and to help the University best utilize its limited resources and maximize its teaching, research, and service efforts, the Office of the Senior Vice President and Provost, Norman Campus, asked the deans to review the status of academic degree programs and options in which admission had been suspended. Each of the suspended programs was examined according to the following criteria:

- (1) Is it essential to OU's mission?
- (2) Does it serve the needs of our students as they prepare for the 21st century?
- (3) Does it capitalize on the strengths of the faculty?
- (4) Does it serve the needs of Oklahoma?
- (5) Does it promote national and/or international recognition for quality, content, and excellence?

Based upon the review of the departments, deans, Graduate Council when appropriate, Academic Programs Council, and Senior Vice President and Provost, Norman Campus, a list of degree programs and degree options has been recommended for discontinuance. This list was included in the agenda and is attached hereto as Exhibit C.

As described in the list, admission was previously suspended and discontinuance is now requested due to Program Review recommendations, low student interest, and the availability of faculty in certain program areas. Through previously implemented suspensions of admission, no students are currently enrolled in most of these degree program/ options. In programs in which students are currently enrolled, arrangements have been made by the departments to allow such students to complete their program. Discontinuance of these degree programs and options will be forwarded to the Oklahoma State Regents for Higher Education for consideration.

President Van Horn recommended approving the discontinuance of 18 degree programs and four program options as proposed.

Regent Blankenship commented that he does not like to see the Law Enforcement Administration program dropped but would rather see it continued and strengthened. Provost Kimpel said the program is duplicated at 23 other institutions of higher education in Oklahoma. Alternatives are available such as a degree in Public Administration and a criminology program in the Sociology Department. Dr. Kimpel said the law enforcement program was suspended in summer 1992. Students currently in the program will be able to finish and new students are being directed towards the other options.

Regent Hall said he would be very interested in substantive information about the minority and athletes' participation and interest in law enforcement courses and also information on the relationship between the public administration degree and the law enforcement degree. He said before voting to suspend the program more information is needed. Provost Kimpel agreed to provide the Board with additional information.

Regent Hall moved approval of the list of programs requested for discontinuance with the exception of the Bachelor of Arts Law Enforcement Administration Program. The following voted yes on the motion: Regents Gullatt, West, Lewis, Blankenship, Brawner, and Hall. The Chair declared the motion unanimously approved.

**1993 SUMMER SESSION BUDGET**

Summer budgets for colleges are allocated for the purpose of meeting instructional needs and are adjusted annually to reflect the demand for Summer courses in each college. Summarized below are actual Summer 1992 allocations and the proposed Summer 1993 budget. Since Summer Session extends over two fiscal years, Summer 1993 budget has been reduced in anticipation of the 3 percent reallocation required of all instructional accounts in Fiscal Year 1994.

	<u>Summer 1992</u>	<u>Summer 1993</u>	<u>Summer 1993 Net Change</u>
College of Architecture	\$ 43,786	\$ 33,598	(23.3%)
College of Arts and Sciences	\$ 537,147	\$534,713	( 0.45%)
Aviation	\$ 1,259	\$ 1,259	0.00%

	<u>Summer 1992</u>	<u>Summer 1993</u>	<u>Summer 1993 Net Change</u>
College of Business Administration	\$ 132,441	\$134,823	1.80%
College of Education	\$ 40,790	\$ 41,198	1.00%
College of Engineering	\$ 141,993	\$143,413	1.00%
College of Fine Arts	\$ 76,750	\$ 69,797	(9.06%)
College of Geosciences	\$ 30,460	\$ 28,885	( 5.2%)
Contingency	<u>\$ 12,557</u>	<u>\$ 8,848</u>	<u>(29.5%)</u>
Total Norman Campus	\$1,017,183	\$996,534	( 2.0%)
College of Law	\$ 104,836	\$ 86,880*	(17.1%)

In accordance 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.

\*The reason the Summer budget for Law is less compared to last year is that the college will be using two endowed professors to teach in the Oxford program and their salaries will come from the endowment income.

President Van Horn recommended approval of the 1993 Summer Session budget as shown above.

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

#### REAPPOINTMENT OF EXTERNAL AUDITORS

At their May, 1992, meeting, the Board of Regents selected the public accounting firm, Deloitte & Touche, as the University's external auditors for the fiscal year ending June 30, 1992. The selection of Deloitte & Touche was based upon the proposal submitted by the firm to provide audit services for a five-year period, FY 91 through FY 95.

Deloitte & Touche has agreed to complete the third year of their services to the University as stated in their original proposal and conduct the University's FY 93 financial audits as outlined below for a total fee of \$88,800, an increase of \$2,500 (2.9%) over the FY 92 fee as authorized in the proposal accepted by the Regents in 1991. This fee would be charged \$47,700 to the Norman Campus and \$41,100 to the Health Sciences Center for the audits listed below. These fees include 200 hours of Internal Auditing assistance on each campus.

#### Norman Campus:

Annual Financial Audit	\$28,300
Circular A-133 Single Audit	12,800

NCAA Financial Audit	4,500
Utility Bonds Arbitrage Rebate	<u>2,100</u>
Total Norman Campus	\$47,700
Health Sciences Center:	
Annual Financial Audit	\$29,800
Circular A-133 Single Audit	<u>11,300</u>
Total Health Sciences Center	\$41,100

President Van Horn recommended that the Board of Regents retain Deloitte & Touche as the University's external auditors for the fiscal year ending June 30, 1993.

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

### OKLAHOMA MEMORIAL UNION RENOVATION

As reported to the Board of Regents at the January 1993 meeting, the Oklahoma Memorial Union building which was constructed in 1929 and extensively renovated and added to in 1951 is in need of substantial refurbishing and restoration to prepare it for continuing use. As a condition of the transfer of the Union from the Oklahoma Memorial Union Board of Trustees to the University, it has been agreed that renovation of the facility will go forward at this time.

The combined structure has a total area of approximately 165,000 gross square feet. The proposed project includes renovation of the ballroom, meeting rooms and Meacham Auditorium; the adaptation of other spaces in the Union to accommodate new functions; the repair of exterior brick and stone surfaces; fire and life safety improvements; items of work required to bring the building into compliance with the Americans with Disabilities Act code; improved heating, ventilation and lighting systems; and other interior improvements including new carpets, drapes and furniture.

The Union Board and the University administration have considered various ways to fund the improvements. The most feasible plan involves the sale of bonds and an alumni fund-raising drive to accomplish the needed improvements. The University already has received State authority to issue \$6,000,000 in bonds specifically for this project. It is anticipated that the bonds will be retired with funds received from student activity fees.

The Board authorized the University administration to start the process of selecting an architectural and engineering firm to provide professional services for the renovation of the Oklahoma Memorial Union. The architectural and engineering consultant will be required to produce plans and other construction documents for the renovation of the Union to meet the needs of the University as well as to comply with the requirements of the Americans with Disabilities Act, the current life safety code, and the applicable building codes.

The following individuals were appointed as members of the interview committee:

Steven C. Curtis, Associate Professor, School of Music  
 Arthur J. Elbert, Vice President for Administrative Affairs  
 Shane Labeth, Student  
 Paul D. Massad, Associate Vice President, University Affairs  
 James Morrison, Oklahoma Memorial Union Board Member  
 Michael B. Newkham, Chair, Employee Executive Council  
 Jay R. Parmley, President, University of Oklahoma Student Association  
 A. Ravindran, Associate Provost  
 Bill K. Reed, Oklahoma Memorial Union Board Member  
 David F. Schrage, Assistant Vice President for Student Affairs  
 Roland M. Smith, Vice President for Student Affairs  
 Anna Mary Suggs, Executive Director, Norman Chamber of Commerce

In accordance with established procedures for the selection of architectural and engineering consultants, the interview committee met on March 18, 1993 and selected for interview five firms from a list of 29 firms and one joint venture which expressed interest in the project. On March 26, 1993, the interview committee conducted interviews to consider the qualifications of the five firms and to review the University's requirements for the project. The interviews and the review process were conducted in accordance with the provisions of Oklahoma State law and the policies of the Board of Regents.

The following qualifications for each firm were considered:

1. Professional reputation for design and engineering
2. Experience with similar master planning and design projects
3. Qualifications of the firm's professional staff
4. Scope of services offered
5. Amount of work in progress
6. Previous University projects completed
7. Financial standing and stability
8. Size of firm
9. Ability to work with special consultants

The interview committee obtained information from the consultants, the files of the State of Oklahoma Department of Central Services, and other sources. Selected facts about each firm obtained from these sources were evaluated. Based upon the information obtained during the interviews and a detailed review and evaluation of each firm's qualifications, the interview committee rated the firms in the following manner:

Evaluation of the Firms Under Consideration for the Oklahoma Memorial Union Renovation Project:

	<u>HTB, Inc.</u> <u>Oklahoma City</u>	<u>Elliott +</u> <u>Associates</u> <u>Architects</u> <u>Oklahoma City</u>	<u>Frankfurt</u> <u>Short Bruza</u> <u>Associates,</u> <u>P.C.</u> <u>Oklahoma City</u>	<u>Murray</u> <u>Jones</u> <u>Murray, In-</u> <u>corporated</u> <u>Tulsa, OK</u>	<u>Robison</u> <u>Boeck</u> <u>Architects</u> <u>Oklahoma City</u>
Acceptability of Design	168	153	139	126	125
Quality of Engineering	160	147	148	130	126
Adherence to Cost Limits	77	75	69	67	71

	<u>HTB, Inc.</u> <u>Oklahoma City</u>	<u>Elliott + Associates Architects</u> <u>Oklahoma City</u>	<u>Frankfurt Short Bruza Associates, P.C.</u> <u>Oklahoma City</u>	<u>Murray Jones Murray, Incorporated</u> <u>Tulsa, OK</u>	<u>Robison Boeck Architects</u> <u>Oklahoma City</u>
Adherence to Time Limits	77	76	70	71	75
Volume of Changes	76	78	73	72	69
Financial Stability	81	77	78	76	67
	—	—	—	—	—
Total Points	639	606	577	542	533

President Van Horn recommended that the Board of Regents place in rank order the architectural and engineering firms which are under consideration to provide the professional services required to renovate the Oklahoma Memorial Union, and authorize the University administration to negotiate the terms of a contract and a fee starting with the highest ranked firm.

Regent Blankenship moved the firms be ranked as follows and the administration be authorized to negotiate the terms of a contract and a fee starting with the highest ranked firm:

1. HTB, Inc., Oklahoma City
2. Elliott + Associates Architects, Oklahoma City
3. Frankfurt Short Bruza Associates, P.C., Oklahoma City
4. Murray Jones Murray, Incorporated, Tulsa
5. Robison Boeck Architects, Oklahoma City

The following Regents voted yes on the motion: Regents Gullatt, West, Lewis, Blankenship, Brawner, and Hall. The Chair declared the motion unanimously approved.

## PHYSICAL SCIENCES CENTER RENOVATION FOR CHEMISTRY AND BIOCHEMISTRY, PHASE II

In March 1992, the Board of Regents approved the Campus Master Plan of Capital Improvement Projects for the Norman Campus. At that time, the Physical Sciences Center Renovation for Chemistry and Biochemistry Phase II project with a total estimated cost of \$2,712,000 was identified as the University's second highest priority project. This project involves the renovation of areas on the first, second and third levels of the Physical Sciences Center which is located on Elm Avenue between Boyd and Brooks Streets.

This project, which will provide critically needed teaching and research laboratory space, had been approved as a part of earlier campus master plans, and in March 1991 the Board had approved the award of an architectural and engineering services contract to Rees Associates, Inc. for the preparation of a feasibility study and master plan for both Phase I and Phase II of the project. Initial professional services were performed by the architects and engineers who

also prepared final plans and specifications and provided construction administration services during Phase I of the project. Work on the first phase of renovation has been completed and the new laboratories and other teaching spaces are being used by students and faculty.

It is anticipated that the higher education bond funds in the amount of \$2,712,000 which have been earmarked for Phase II of the Physical Sciences Center Renovation project will be available within the next few months. In order to begin constructing the project in the fall of 1993 and to have the additional student and faculty research and teaching space available at an early time, work needs to be started on plans and specifications for this project. With this in mind, discussions have been held with Rees Associates, Inc. A preliminary agreement has been reached and the terms of a proposed contract for professional services have been developed. Rees Associates, Inc. has agreed to provide the required professional design and engineering, including the preparation of architectural design development documents, contract documents (plans and specifications), bidding and award of construction contract services for a fixed fee of \$164,260. The firm also has agreed to provide project construction observation and administration services for a fixed fee of \$51,065.

President Van Horn recommended that the Board of Regents (1) authorize Rees Associates Inc. to prepare plans and specifications for the construction of the second phase of the Physical Sciences Center Renovation for Chemistry and Biochemistry with a fixed fee of \$164,260, and to provide construction administration services for a fixed fee of \$51,065, (2) approve an amendment to the current contract with the firm for architectural and engineering services, and (3) authorize the President or his designee to sign the required contract documents.

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

### **MANAGED HEALTH CARE PROGRAM FOR HEALTH SCIENCES CENTER, OKLAHOMA CITY CAMPUS, PROVIDED BY UNIVERSITY'S PROFESSIONAL PRACTICE PLAN (PPP) PHYSICIANS**

It is desirable for the faculty to gain experience in direct operation of a managed care program. Specific goals for the physician providers would be: (1) acquire gate-keeping experience, and (2) implement cost and risk management controls effective in reducing premium and operating expense for both employer and employee participants.

For several years the Professional Practice Plan (PPP) and Oklahoma Medical Center (OMC) have participated with numerous other health maintenance organizations as providers of specialty services in specific areas as well as serve as network participants.

The objective of this proposal is to gain experience in a demonstration program while limiting the initial membership size and scope of financial risk. Initial participation will be restricted to the Oklahoma City Campus; as the program matures it may be reasonable to expand both memberships and volume to other campus sites.

The PPP will negotiate with the hospitals and third-party administrator with assistance from Legal Counsel.

The proposed premium structure for 1993-94 is as follows:

	<u>BC/BS Primary Care Physicians 1993-94</u>	<u>PruCare HMO 1993-94</u>	<u>HealthSource 1993-94</u>
Employee	\$124.00	\$123.55	\$120.00
Family	197.26	302.89	195.00
Spouse	133.15	169.12	121.00
Child(ren)	111.94	136.90	109.00

A summary of the proposed plan was included in the agenda and is attached hereto as Exhibit D.

President Van Horn recommended that the Board of Regents approve implementation of a managed health care program on the Health Sciences Center's Oklahoma City Campus. This new health plan, titled HealthSource, would be offered by the participating physicians of The University of Oklahoma Health Sciences Center's Professional Practice Plan and the Oklahoma Medical Center and will be available July 1, 1993. President Van Horn also recommended the Regents authorize the President or his designee to sign contractual agreements with Oklahoma Teaching Hospitals and a third-party administrator to adjudicate claims for such services as out-of-service area and specialty treatments.

Regent Lewis moved approval of the recommendations. The following voted yes on the motion: Regents Gullatt, West, Lewis, Brawner, and Hall. Regent Blankenship was out of the room at the time of this vote. The Chair declared the motion unanimously approved.

Regent Gullatt recessed the meeting at 4:58 p.m. He announced the meeting would reconvene at 9:00 a.m. on Thursday, April 8, in the same location.

The Regents reconvened in regular session at 8:45 a.m. on Thursday, April 8, in the same location. Present were Regents Gullatt, West, Lewis, Blankenship, Brawner, and Hall.

## REPORT OF THE CHAIRMAN OF THE BOARD OF REGENTS

### PRESENTATION OF OUTSTANDING JUNIOR AWARDS

At the March 4, 1993 Regents' meeting (page 23251), President Van Horn recommended and the Board approved the names of 12 students to receive the 1993 Regents' Award for Outstanding Juniors.

These students were present at this meeting and, as Regent Gullatt announced the names of the students selected, each came forward to receive a certificate and gold ring.

### RECOGNITION OF STUDENT BODY PRESIDENTS

Regent Gullatt presented plaques to Jay Parmley, immediate past president of UOSA, and to Paul Cockrum, immediate past president of the Health Sciences Center Student Association, for their leadership, dedicated service, and commitment to The University of Oklahoma.



## ACADEMIC ENRICHMENT: FOCUS ON THE COLLEGE OF FINE ARTS

Dr. David G. Woods, Dean of the College of Fine Arts, presented information on the College and discussed the upcoming SUMMERWIND FESTIVAL.

A video was shown. Developed by students and faculty in the College, the Fine Arts Video has been shown throughout Oklahoma and the nation to assist in college recruitment and fund raising. The video, which recently received a Gold Medal for Outstanding Video from the Oklahoma City chapter of the International Television Association, was directed by Dave Smeal of Media Services. George Ryan and his staff at OU's Television and Satellite Services provided video production and post-production; Nat Eek, Regents' Professor of Drama and former Dean of the College of Fine Arts, was the scriptwriter for the video.

The video reviews the historical development of the College and presents its 12 major goals. Scenes from Dance, Theater, Music, and the Visual Arts represent the many activities and accomplishments of the College of Fine Arts. The video clearly shows the mission of the College within the University environment and the importance of the arts to the quality of life on campus and throughout the state.

The SUMMERWIND FESTIVAL being initiated by the College of Fine Arts in 1993 will focus the involvement of Oklahomans in the making of art. The 10-day festival will be held on the North Oval of the Norman Campus from July 2 through 11. In keeping with the SUMMERWIND theme, giant fabric sculptures will be placed at the entrance to the campus. Three stages will be built on the oval for performances that will occur from 10:00 a.m. to 10:00 p.m. each day. The Festival will include art, drama, and music camps for children; activities for senior citizens; a Cherokee Children's Choir; band concerts; dinner theater; choral concerts; Native American films; art shows; and opera productions.

Other colleges on campus will offer special events and tours of facilities as a part of the Festival's program. Art groups in the Norman community also will contribute to the program. The SUMMERWIND FESTIVAL is being sponsored by corporations, businesses, and individuals in the state.

This report was presented for information and review. No action was required.

## ANNUAL REPORT OF THE OKLAHOMA BIOLOGICAL SURVEY

The annual report of the Oklahoma Biological Survey for the <sup>1992 calendar</sup> fiscal year ending ~~June 30, 1992~~ was included in the agenda for this meeting. The Oklahoma Biological Survey, an academic unit of the University since 1927, was recognized by the Legislature in 1987 as a State agency. The legislation provides that the Director of the Survey shall present a report each year to the Board of Regents. Dr. Gary Schnell, Director of the Survey, reported on the progress and condition of the Survey.

This report was presented for information and review. No action was required.

## AFFIRMATIVE ACTION PLANS

The 1993 Affirmative Action Plans required by regulations enforced by the U.S. Department of Labor, Office of Federal Contract Compliance Programs have been prepared and an executive summary of the Plan for each campus is submitted. Contained in the document

are (1) Plans under Executive Order 11246, which cover all racial minorities and women; (2) Plans under the Rehabilitation Act of 1973, which cover the disabled; and (3) Plans under the Vietnam Era Veterans Readjustment Assistance Act of 1974, which cover disabled and Vietnam era veterans.

Ms. Beth Wilson, University Affirmative Action Officer, gave the following summary of the Plan for the Norman Campus:

The faculty reports use employment data from institutions that belong to the National Association of State Universities and Land Grant Colleges (NASULGC), as well as national data on degrees conferred. The staff reports use national, state and county availability data as appropriate.

#### Faculty Distribution

The "Faculty Workforce Distribution Report" indicates the University has a higher representation of women and minorities than other NASULGC institutions.

#### Faculty Hires, Turnovers, Promotions

The "New Faculty Hires Report" for academic year 1992-93 reflects a hiring rate for minorities that is higher than the rate of other NASULGC institutions although the hiring rate for women is lower. A general comparison with "Degrees Conferred Data" similarly reflects OU has a higher rate for hiring minorities and a lower rate for hiring women.

The University of Oklahoma Norman Campus was successful in adding 29 women (30.5% of total hires) and 26 minorities (27.4% of total hires) to the various faculty ranks during the academic year. Ten of the 29 women hired and 9 of the 26 minorities hired were employed in tenured or tenure-track positions. Retention rates for minorities stayed approximately the same as last year while the retention rate for women decreased by 26%. Efforts to increase and retain these groups will continue to be a priority.

Of the 25 faculty members promoted last year, 6 (24%) were females and 2 (8%) were minorities. Efforts to increase promotion among these groups will continue to be priority issues to be addressed through programs implemented previously and through enhanced monitoring.

#### Staff Distribution

The "Staff Workforce Distribution Report" indicates the University has a higher representation of women and a slightly lower representation of minorities than expected by their presence in the labor force. In four of the six job groups we need to increase our efforts to recruit and retain women and minorities. They are the Professional, Technical/-Paraprofessional, Skilled Crafts and Service/Maintenance job groups.

#### Staff Hires, Turnovers, Promotions

The "New Staff Hires Report" reveals that the University's hiring rate for women and minorities is slightly lower overall than would be expected from availability data.

An analysis shows promotion rates for minorities and women are generally acceptable. Turnover rates of women disclose concern in the Technical/Paraprofessional, Skilled Crafts and Service/Maintenance job groups. Those areas which reveal potential problems will be the focus of enhanced efforts during this program year.

## Programs

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

Mr. Paul Forté, Health Sciences Center Affirmative Action Officer, presented the following summary of the Plan for the Health Sciences Center.

The faculty reports use data from institutions that belong to the NASULGC and the Association of Schools of Public Health (ASPH), as well as national data on degrees conferred. The staff reports use availability data from the State of Oklahoma and various counties, as appropriate.

## Faculty Distribution

The "Faculty Workforce Distribution Report" indicates The University of Oklahoma Health Sciences Center has a higher representation of women than other NASULGC institutions in all colleges but Public Health, which has a lower representation of women than the data from the ASPH. The table indicates that Health Sciences Center has an equal or greater representation of minorities than NASULGC and ASPH institutions.

## Faculty Hires, Turnovers, Promotions

The "New Faculty Hires Report" indicates that HSC's hiring rate of women faculty for 1992 is lower than the rate of other NASULGC and ASPH institutions except for higher rates in Library Science, Medicine and Nursing. This report indicates that HSC's hiring rate of minority faculty is higher than NASULGC and ASPH institutions in Medicine, Pharmacy, and Public Health. Four colleges had a hiring rate that was significantly lower than the hiring rate of NASULGC institutions.

The Health Sciences Center was successful in adding 30 new women and 10 new minorities to the various faculty ranks during the academic year. Five of the 30 women hired, and 1 of the 9 minorities hired, were in tenure-track positions. The hiring rate for minority tenure-track positions remains a problem area. Efforts to increase and retain these groups will continue to be a priority.

Of the 34 faculty members promoted last year, 11 (32.4%) were women and 2 (5.9%) were minorities. Efforts to increase retention among these groups will continue to be a priority issue through programs implemented previously and through enhanced monitoring.

## Staff Distribution

The "Staff Workforce Distribution Report" indicates the HSC has a higher representation of women and minority staff than expected by their presence in the labor force except for the areas of Service/Maintenance for women and Technical/Paraprofessional for minorities.

## Staff Hires

The "New Staff Hires Report" indicates that the HSC's hiring rate for women is higher than expected except in the area of Service/Maintenance which is lower than their presence in the labor force.

An analysis of hiring rates reflects a need to focus enhanced attention on hiring minority applicants in all employment categories except the Executive/Administrative/Managerial job group. While an overview of employment practices suggests that the University has achieved employment goals in many areas, there are a number of areas that reveal problems, such as Other Professionals and Technical/Paraprofessionals, which will be the focus of enhanced efforts during this program year.

### Programs

The programs which the Health Sciences Center has implemented to recruit, retain, and advance minorities and women in employment have been relatively successful considering the range of employment opportunities. Of the two groups of employees, women continue to have a wider margin of success in most employment categories in comparison to that experienced by minorities—as illustrated by the hiring rate data. This is an ongoing concern, and, given the level of commitment and cooperation demonstrated by HSC leadership and the dedication of employee groups, the affirmative action programs will continue to guide ongoing and enhanced efforts to expand the underrepresented minority work force.

The 1993 Affirmative Action plans for each campus of the University were presented for review, discussion, and information. No action was required.

### REPLACEMENT OF PARKING LOT

The Medical Technology and Research Authority was created by the Oklahoma State Legislature on May 25, 1990, to plan, construct, and operate improvement projects supporting public and private health care at the Oklahoma Health Center. Its first and primary task is to develop and manage parking assets at the Health Center. The "D" Lot project is the Authority's first.

The Board of Regents approved the sale of 13 acres of University property, located between Lincoln Boulevard and Phillips, and 10th and 8th Streets, to the Hospital Corporation of America for construction of a Health Living Center. Most of "D" Lot lies on the 13 acres, and the sale will eliminate about 800 of the 1050 existing spaces. Replacing the lost spaces requires expanding the lot to the east to create about 400 new spaces. The Authority is prepared to construct the expansion and operate the new lot, but to do so requires a property lease from the University.

When the Authority is fully functioning, it will generate revenue streams sufficient to construct new, improve existing, and operate all Health Center lots. Revenues will be generated from parking fees and from income from the Tax Increment District created for the Authority. For the present, the Authority has no revenue. The University proposes to advance \$210,000 to the Authority to allow it to begin, with the funds to be repaid when revenues start.

President Van Horn recommended that the Board of Regents authorize the President to: (1) enter into a lease with the Medical Technology and Research Authority by which the Health Sciences Center will lease to the Authority for a nominal fee land east of the parking lot known as "D" Lot; (2) with one-year notice the University will have the right to reclaim the land for facility construction; and (3) advance the Authority, by interagency transfer, \$210,000 for its use in "D" Lot replacement construction.

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

## **DISCONTINUANCE OF PHARMACY STOREROOM**

The University of Oklahoma Health Sciences Center Pharmacy Storeroom Service Unit began operation in 1979. Originally, the operation was established to provide laboratory supplies and materials to operations within the College of Pharmacy in order to support the College's mission. Over the years, the storeroom operation began stocking and selling office supplies to departments within the College. For fiscal year ended June 30, 1992, revenue totaled \$47,952. Approximately 50% of the revenue resulted from the sales of office supplies. Thus, laboratory supplies and materials sales totaled approximately \$24,000 annually. The recent internal audit completed on the Storeroom reflected the fact that the service unit was not recovering all of its costs. While the financial statements showed a profit of \$7,045 for the fiscal year ended June 30, 1992, the wages and benefits of the Storeroom manager were not included in the Storeroom operation. If these costs had been included, a loss of \$12,862 would have been incurred. Internal Auditing concluded that it would be more cost effective for the College to purchase goods and services directly from outside vendors than to maintain the Storeroom operation. College of Pharmacy management concurred with the audit findings and recommendations.

As of February 28, 1993, Pharmacy Storeroom's inventory totaled approximately \$34,952. Every attempt is being made to sell this inventory to University departments. Inventory that is not sold prior to closing will be transferred to E&G accounts to be used for educational purposes. There are no contracts, equipment, or personnel (the Storeroom manager has recently retired) to consider in this decision. The Storeroom area (approximately 1,676 square feet) will be used in the future as the College's storage and shipping/receiving area.

President Van Horn recommended that the Board of Regents authorize closing the Pharmacy Storeroom Service Unit effective April 15, 1993.

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

## **LEASE PURCHASE OF UPGRADES FOR THE HEALTH SCIENCES CENTER (HSC) TELEPHONE SWITCH**

On October 31, 1987 the Health Sciences Center's telephone service was cut-over to a new AT&T 5ESS switching system. At that time the latest state-of-the-art software, 5E3.2 generic was installed. One of the major features of the system when purchased was flexibility. The modular design ensured future technologies and future growth capability.

The manufacturer has upgraded the switch to 5E6.0 and is now working on 5E7.0. The HSC 5E3.2 generic software is no longer supported by AT&T and is serviced in what they call discontinued availability only. This means that the only technical support available is for service-affected or outage situations.

To serve the needs of the Health Sciences Center and the Oklahoma Medical Center it will be necessary to upgrade the hardware and software through version 5E6. These upgrades must be done sequentially in steps. The improvements these upgrades will provide are summarized as follows:

- Improve call processing speed and capacity.

- Add voice mail to the system and improve maintenance and administration features for easier switch operation. Provides a portion of ISDN (voice and data) capability.
- Increase call processing speed and capacity. The system is running at over 80% of capacity in the current configuration. AT&T considers 80% approaching a critical stage.
- Provide a portion of the ISDN capability. Provide cost savings to customers by use of multi-button digital key sets instead of having individual clusters of key systems or purchasing additional electronic systems for the customer locations. Elimination of individual clusters will provide a one-third reduction in cost for features and provide expanded capabilities. The upgrade will provide distribution of answering locations, (Presbyterian Hospital, Oklahoma Medical Center, and HSC operators). The upgrade will allow six-way conference calls to be placed at the agency requiring the call in place of the HSC operators' station. The upgrade will identify calls from internal or external sources and allow display features to provide security departments the ability to identify incoming call origination number. A directory can be built into the system providing identification of the user in the system. The upgrade will include an increase of direct current power protection.

Payment of the upgrade will be made by HSC and the Oklahoma Medical Center customers at the following percent each:

<u>Agency</u>	<u>Percent</u>
OUHSC	25.37
Oklahoma Medical Center	28.53
McGee Eye Institute	1.96
Oklahoma City Clinic	10.01
Oklahoma Medical Research Foundation	3.28
State Health Department	13.15
Presbyterian Hospital	12.56
Other	5.14

The Health Sciences Center's estimated cost for the upgrade is \$389,000 which should not increase the current telephone rates.

President Van Horn recommended that the Board of Regents authorize the Health Sciences Center to lease purchase an upgrade to the current telephone switch at an estimated cost of \$1,534,000 for the purchase of the software and hardware.

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

### **CLINIC BUILDING RENOVATION PROJECT, TULSA CAMPUS**

At the May 1990 meeting, the Board of Regents authorized increasing the existing \$5.6 million Tulsa Industrial Authority Bond indebtedness to approximately \$6.6 million. The additional \$1 million indebtedness was to be used to purchase two tracts of land, provide long-term

financing of existing Surgery Clinic and Research Modular Buildings and provide \$400,000 to remodel a storage building and gymnasium for clinical use. Since that Regents' action, the Tulsa Campus has purchased the two tracts of land, and has secured long-term financing for the modular buildings. The third project to provide additional clinical space was not completed because the construction of the new JUSTICE Center for abused children resulted in the demolition of the storage building.

Following the completion of the JUSTICE Center and the employment of a new dean for the campus, the administration undertook a review of space needs for out-patient care. A plan was developed which relocated on-campus family medicine clinics and consolidated them with family medicine outpatient operations at the Marina Clinic in Tulsa, and which required renovation of existing on-campus clinic space.

To complete the intent of the 1990 project, the administration now proposes to modernize and renovate the Roger C. Good Ambulatory Care Center located at 2815 S. Sheridan Road on the Tulsa Campus. The project involves the modernization of 29,000 square feet including new ceilings, repainting and the replacement of flooring. Also, the project includes renovation to reconfigure and expand the Women's, Adult Medicine and Pediatric Clinics, and to install a fire protection sprinkler system to meet codes. The University's architect for small projects on the Tulsa Campus, Murray Jones Murray, was employed to complete plans and specifications for the project. The estimated total cost of the project is \$500,000.

On March 10, 1993, bids were sent to 10 firms with offices located in Oklahoma. Bids are due to be closed at 3:00 p.m. on April 1, 1993. Bid notices have been given to four construction trade publications and advertisements have been placed in two newspapers in both Tulsa and Oklahoma Counties. Funds for the project include \$400,000 from the Tulsa Industrial Authority refinancing package approved in 1990, \$60,000 in Section 13 funds previously approved by the Board for the sprinkler system and \$40,000 from clinic "A" accounts.

Vice President Farley presented the following summary of bids:

<u>Firm</u>	<u>Total Cost</u>
Manhattan Construction Company	\$413,128
Murphy Builders, Inc.	425,249
Jim Butler Construction Company, Inc.	454,449
Barton Construction Company, Inc.	460,275
United Resources Building Company, Inc.	460,497
W. R. Woods Construction, Inc.	489,275
Lowry & Hemphill Construction Company, Inc.	502,943
Doall Construction Company, Inc.	525,894

Dr. Farley said the administration recommends approval of the project and the issuance of a purchase order to the best low bidder, Manhattan Construction Company. Manhattan is also the low bidder after minority preferences are applied to evaluation totals and their response has a shorter completion date than do all other offers.

President Van Horn recommended that the Board of Regents approve the Clinic Building Renovation Project for the Tulsa Campus and the issuance of a purchase order to Manhattan Construction Company for the renovation of the clinic at an estimated total cost of \$413,128.

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

## PROPOSALS, CONTRACTS, AND GRANTS

A list of awards and/or modifications in excess of \$100,000 or that establish or make policy for the University, or that otherwise involve a substantial or significant service to be performed by the University were included in the agenda. Comparative data for fiscal years 1992 and 1993, current month and year-to-date, were also included .

The Provisions of Goods and Services policy (amended December 4, 1992) provides that new contracts and grants in excess of \$100,000 must be referred to the Board of Regents for ratification. In addition, in those cases where a contract, grant, document, or arrangement involved would establish or make policy for the University, or otherwise involve a substantial or significant service to be performed by the University, that contract, arrangement, or document shall be referred to the Board of Regents for approval.

### HIGHLIGHTS:

- The U.S. Department of Health and Human Services awarded \$983,000 for the "Oklahoma Primary Prevention and Early Intervention Program." This award represents funding for years two, three, and four of a five-year project.
- Research awards at the Norman Campus are up by 56% and research expenditures by 24%. Instruction awards at the Health Sciences Center (HSC) are up by 30% and instruction expenditures by 23%. Other HSC grants and contracts awards are up by 58% and other expenditures by 33%.
- There continues to be notable growth University-wide in expenditures for research (13%), instruction (19%), and other (13%) programs.
- The University's cumulative awards through February for research and related programs are up 25% from last year at this time.

President Van Horn recommended that the Board ratify the awards and/or modifications for February 1993 submitted with this Agenda Item.

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

## INTERNAL AUDIT FINDINGS

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



## REGENTS' FUND INVESTMENTS

During the two months ended February 28, 1993, the following investment transactions were made based upon investment recommendations provided by J. & W. Seligman & Co.:

### Purchases - New holdings:

First Data Corporation	5,000 Shares
Keycorp	5,000 Shares
NIKE, Inc.	2,000 Shares
U.S. Treasury Bond, 7 1/2%, due 11/15/2016	\$ 250,000 Par Value

### Sales:

Biomet Inc.	7,000 Shares
Merck & Co. Inc.	2,500 Shares

First Data Corporation is a leading provider of high quality, high volume information processing and related services. The company is one of the largest third-party processors of MasterCard and VISA card transactions in the U.S. and the United Kingdom. The company has also expanded its processing services into funds transfer, telemarketing, mutual fund data processing, health care and cable television billing systems. First Data is a subsidiary of American Express.

Keycorp is a \$30 billion bank headquartered in Albany, New York. Key has approximately 50% of its assets in the Northeast, with about 80% of these assets in New York State (with no representation in New York City), and the remainder in Maine. The other 50% of assets is in the Northwestern states of Washington, Oregon, Idaho, Utah, Wyoming and Alaska. Keycorp's strategy is to pursue banking relationships with individual customers and small to medium-sized businesses in smaller cities along the country's northern tier of states, thus avoiding overcrowded marketplaces. This strategy has paid off well for Key in terms of profitable operations and a lack of asset quality problems, and has allowed it to consistently grow earnings in an extremely difficult banking environment. Additionally, Key has made a number of strategic inmarket acquisitions either with government assistance or at very favorable terms.

NIKE, Inc. designs and markets a wide variety of athletic footwear, apparel and related items for competitive and recreational uses. Through aggressive advertising, NIKE has become one of the strongest brand names in the world. It is also the leader in the U.S. athletic shoe market. Segmentation of the shoe market has been a key strategy for the company, and it dominates the majority of sports segments in which it participates. In addition, the recent acquisition of the upscale footwear company, Cole-Haan, has provided it with a vehicle to combine a dress shoe with the NIKE "Air" technology. This new comfort dress/casual shoe line addressed the strongest developing trend in the footwear business. Internationally, NIKE is positioning itself for strong growth, especially across Europe, where the brand is in top demand.

The allocation of resources within the fund following these investment transactions was in line with the Regents' investment policy. A schedule presenting the status of the Regents' Fund Consolidated Investment Fund as of February 28, 1993 was included in the agenda.

The University Trust Officer approved the Seligman recommendations, and these transactions have been completed.

**ACADEMIC PERSONNEL ACTIONS  
PRELIMINARY TENURE REVIEW  
ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS  
REGENTS' AWARD FOR SUPERIOR STAFF  
LITIGATION  
MANAGEMENT OF AUXILIARY SERVICES  
WOMEN'S BASKETBALL COACH**

Regent Lewis moved the Board meet in executive session for the purpose of discussing personnel-related issues as listed above. The following voted yes on the motion: Regents Gullatt, West, Lewis, Blankenship, Brawner, and Hall. The Chair declared the motion unanimously approved. The executive session began at 10:08 a.m. in Dining Room 7.

The Regents reconvened in regular session at 1:21 a.m. in Dining Room 5 with all Regents present.

**ACADEMIC PERSONNEL ACTIONS**

**Health Sciences Center:**

Leaves of Absence:

Paul Lander, Assistant Professor of Research, Department of Medicine, leave of absence without pay, February 1, 1993 through October 31, 1993. Doing research at the Cybernetics Institute in Barcelona, Spain.

Bailus Walker, Jr., Dean, College of Public Health, and Professor of Occupational and Environmental Health, leave of absence without pay, May 31, 1993 through May 31, 1994.

Appointments or Reappointments:

Gerianne Rose Bliss, M.D., Assistant Professor of Family Medicine, annual rate of \$60,000 for 12 months (\$5,000.00 per month), September 1, 1993 through June 30, 1994. Paid from A0009091, Dean's Fund, Department of Family Practice.

Eric W. Howard, Ph.D., Assistant Professor of Pathology, annual rate of \$45,000 for 12 months (\$3,750.00 per month), May 1, 1993 through June 30, 1993. Paid from A0001184, Personnel Expenses.

Maria A. Toney, Adjunct Assistant Professor of Physical Therapy, FTE: \$52,000, Base: \$42,000 for 12 months (\$3,500.00 per month), PPP: \$10,000, March 1, 1993 through June 30, 1993. Paid from C4322101, DHS/Provide Physical Therapy, Occupational Therapy, Agreement.

Amal Chakraborty, M.D., Clinical Assistant Professor of Psychiatry and Behavioral Sciences, annual rate of \$50,000 for 12 months (\$4,166.67 per month), July 1, 1993 through June 30, 1994. Paid from A0008091, PPP Psychiatry Dean's Fund Support.

## Changes:

Martiece Carson, Clinical Assistant Professor of Psychiatry and Behavioral Sciences, salary changed from annual rate of \$14,000 for 12 months (\$1,166.66 per month), .20 time, to annual rate of \$70,000 for 12 months (\$5,233.33 per month), full time, February 1, 1993 through June 30, 1993. Paid from 22209320, Psychiatry, Neurology and Behavioral Sciences; B0535001, University Hospital Reimbursement; and A0008091, PPP Psychiatry Dean's Fund Supplement.

Michael S. Gilmore, Associate Professor of Microbiology and Immunology; given additional title Associate Professor of Research, Department of Ophthalmology, March 1, 1993.

William D. Joachim, Clinical Assistant Professor of Family Medicine; given additional title Instructor in Medicine; title Physicians Assistant II, Department of Medicine, deleted; January 1, 1993 through June 30, 1993.

Josh P. Kupferberg, Associate Professor of Anesthesiology, salary changed from annual rate of \$74,938 for 12 months (\$6,244.83 per month) to annual rate of \$77,712 for 12 months (\$6,476.00 per month), February 1, 1993 through June 30, 1993. Increase paid from VA Medical Center.

Linda R. Laras, Assistant Professor of Obstetrics and Gynecology, Tulsa; given additional title Assistant Professor of Pediatrics, Tulsa, March 1, 1993 through June 30, 1993.

Stan A. Lightfoot, title changed from Clinical Assistant Professor to Assistant Professor of Pathology, February 1, 1993 through June 30, 1993.

Glenn H. Lytle, Associate Professor of Surgery, Tulsa; given additional title Vice Chair of Surgery, Tulsa, February 1, 1993 through June 30, 1993.

William A. Penland, Assistant Professor of Anesthesiology and Chief of Anesthesia Services, Veterans Administration Medical Center, salary changed from annual rate of \$83,502 for 12 months (\$6,958.50 per month) to annual rate of \$86,589 for 12 months (\$7,215.75 per month), February 1, 1993 through June 30, 1993. Increase paid by VA Medical Center.

Betty Pfefferbaum, title changed from Adjunct Professor to Professor of Psychiatry and Behavioral Sciences, and from Professor of Pediatrics to Adjunct Professor of Pediatrics, February 15, 1993; leave of absence without pay extended, July 1, 1993 to August 1, 1993.

Garth L. Splinter, Assistant Professor of Family Medicine; given additional title Director of Health Sciences Center Health Affairs and Rural Health Programs, February 1, 1993.

William H. Yarborough, Clinical Assistant Professor of Medicine, Tulsa, salary changed from annual rate of \$41,760 for 12 months (\$3,480.00 per month), .40 time, to annual rate of \$53,244 for 12 months (\$4,437.00 per month), .51 time, February 1, 1993 through June 30, 1993. Paid from A0010299, PPP TMC Internal Medicine Group Practice.

## Resignations and/or Terminations:

Leonard Morgan, Assistant Professor of Family Medicine, February 28, 1993 (with accrued vacation through March 19, 1993).

Lawrence W. Patzkowsky, Professor of Family Medicine and Program Director, Garfield County Residency Program, December 31, 1992 (with accrued vacation through March 1, 1993).

**Norman Campus:**

## Leaves of Absence:

Jim A. Richstad, Professor of Journalism and Mass Communication, leave of absence without pay, August 16, 1993 through May 15, 1994. To teach at the National University of Singapore.

Michael R. Rogers, Professor of Music; sabbatical leave of absence changed from with full pay, January 1, 1993 through May 15, 1993 to with half pay, January 1, 1993 through December 31, 1993.

## Appointments or Reappointments:

George Bannerman Richter-Addo, Ph.D., Assistant Professor of Chemistry, annual rate of \$35,000 for 9 months (\$3,888.78 per month), August 16, 1993 through May 15, 1994. Paid from 122-7221, Chemistry, pos. 23.60, and 122-7421, Chemistry Research, pos. 23.63.

Mary C. Court, Assistant Professor of Industrial Engineering, annual rate of \$47,000 for 9 months (\$5,222.22 per month), August 15, 1993 through May 15, 1994. If Ph.D. not complete by August 16, 1993, title will be changed to Acting Assistant Professor and salary changed to \$45,000 for 9 months. Paid from 122-7253, Industrial Engineering, pos. 3.60, and 122-7453, Industrial Engineering Research, pos. 3.65.

\*William Martin, reappointed Research Associate, Cooperative Institute for Mesoscale Meteorological Studies, salary remains at annual rate of \$40,402 for 12 months (\$3,366.83 per month), January 1, 1993 through June 30, 1993. Paid from 125-8373, Cooperative Institute for Mesoscale Meteorological Studies Task II, and 125-5884, ARM Cart, pos. 905.65.

\*Qin Xu, Adjunct Associate Professor of Meteorology; reappointed Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, salary remains at annual rate of \$50,000 for 12 months (\$4,166.67 per month), March 1, 1993 through June 30, 1993. Paid from 125-8372, CIMMS Task II; 125-5857, Studies of Cold Damming; and 125-6131, CAPS Subgrant 6, pos. 905.65.

## Changes:

David S. Gross, Associate Professor of English; title Assistant Director, Honors Program, deleted, August 16, 1993.

Howard W. Morgan, George Lynn Cross Research Professor of History; appointment as Acting David A. Burr Chair in Letters extended, July 1, 1992 through June 30, 1993; title Interim Chair of History, deleted, July 1, 1993.

James P. Pappas, Professor of Education; titles changed **from** Dean, College of Continuing Education, **to** Vice Provost for Continuing Education and **from** Associate Vice President for Research **to** Associate Vice President for Research and Public Service, April 8, 1993.

## Resignation and/or Termination:

William F. Ranson, L.A. Comp Chair in Aerospace Engineering, January 1, 1993.

April 8, 1993

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Retirements:

Herbert W. Cummings, Professor of Communication, May 31, 1993; named Professor Emeritus of Communication.

Thomas J. Hill, David Ross Boyd Professor of Mathematics and Adjunct Professor of Education, May 15, 1993; named David Ross Boyd Professor Emeritus of Mathematics.

John R. Morris, Jr., Regents' Professor and Professor of Psychology and of Educational Leadership and Policy Studies, May 15, 1993; named Regents' Professor Emeritus, Professor Emeritus of Psychology and of Educational Leadership and Policy Studies, and Provost Emeritus.

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

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

President Van Horn reported the following death:

James F. Paschal, Professor Emeritus of Journalism and Mass Communication, on March 20, 1993.

## ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

### Health Sciences Center:

#### Appointments or Reappointments:

David L. Maloney, Executive Director of Development, annual rate of \$95,000 for 12 months (\$7,916.67 per month), March 22, 1993. Administrative Officer. Paid from 10109310, University Development, and A0009370, Foundation Salary Reimbursement.

Karen A. Mulkey, Assistant to the Dean, College of Medicine, Tulsa, annual rate of \$40,000 for 12 months (\$3,333.33 per month), March 1, 1993. Managerial Staff. Paid from 2801-5, TCM-General Administration, Office of the Dean, and A0000098, PPP TMC Office of Dean.

Camelia Stanescu, Physicians Assistant II, Department of Medicine, annual rate of \$13,440 for 12 months (\$1,120.00 per month), .33 time, December 1, 1992. Professional Staff. Paid from D0319000, Medicine Operational.

#### Resignation and/or Termination:

Douglas W. Spangler, Assistant Provost for Public Affairs and Media, Office of Public Affairs, March 31, 1993.

#### Retirement:

Marion N. Mackey, Senior Administrative Manager, Department of Biochemistry and Molecular Biology, February 26, 1993 (with accrued vacation through April 27, 1993).

April 8, 1993

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**Norman Campus:**

Leave of Absence:

Robert E. Reed, Manager, Technical Trades, Physical Plant, short term disability leave of absence with pay, February 15, 1993 through June 30, 1993.

Appointments or Reappointments:

Scott F. Healy, Assistant Vice President for Recruitment Services, Student Affairs, annual rate of \$68,000 for 12 months (\$5,666.67 per month), May 1, 1993. Administrative Officer. Paid from 142-7129, Office of Recruitment Services, pos. 1.63.

Kevin G. Wolthausen, Assistant Football Coach, Athletic Department, annual rate of \$60,000 for 12 months (\$5,000.00 per month), March 15, 1993. Professional Staff. Paid from 117-1121, Athletic Department, pos. 63.63.

Changes:

Matthew W. Hamilton, title changed from Director of Alumni Prospective Student Program to Interim Director, Financial Aid Services, salary changed from annual rate of \$37,000 for 12 months (\$3,083.33 per month) to annual rate of \$40,796 for 12 months (\$3,399.67 per month), February 1, 1993. Administrative Staff. Paid from 142-7134, Financial Aid Services, pos. 102.65.

Gary K. Hudson, title changed from Women's Head Basketball Coach to Classification Pending, Athletic Department, March 9, 1993 through August 31, 1993.

Chris A. Purcell, Executive Secretary of the Board of Regents, Secretary of the University, and Adjunct Assistant Professor of Human Relations; given additional title Adjunct Assistant Professor of Educational Leadership and Policy Studies, without additional remuneration, February 1, 1993.

Robert F. Summers, Jr., title temporarily changed from Superintendent to Interim Manager, Technical Trades, Physical Plant, salary temporarily changed from annual rate of \$38,520 for 12 months (\$3,210.00 per month) to annual rate of \$40,200 for 12 months (\$3,350.00 per month), February 26, 1993 through May 15, 1993. Managerial Staff. Paid from 132-7701, Physical Plant Technical Trades, pos. 111.65.

Resignation and/or Termination:

John Blake, Assistant Football Coach, Athletic Department, February 18, 1993 (with accrued vacation through April 5, 1993).

Retirement:

Donald M. Yamashita, Engineer, Architectural and Engineering Services, March 26, 1993 (with accrued vacation through April 21, 1993).

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

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

## REGENTS' AWARD FOR SUPERIOR STAFF

The Regents' Awards for Superior Staff were developed to recognize the outstanding contributions made by OU staff members whose job performance, service activities, and dedication have enhanced the mission of The University of Oklahoma. Two \$1,000 awards are given annually during spring staff recognition activities: one to a Norman Campus staff member and one to a Health Sciences Center staff member.

To qualify for a Regents' Award for Superior Staff, a staff member must have consistently demonstrated a superior job performance and/or outstanding service to the University or to outside community or professional activities on behalf of the University. The outstanding job performance and/or superior service should reflect perspective, initiative, and efforts that transcend the boundaries of a staff member's designated work responsibilities. The recipients are selected by a committee for each campus which is appointed by the President.

The names of the staff members selected are as follows:

### Norman Campus

George B. Hawkins, Manager, Custodial and Housekeeping Services

### Health Sciences Center

Mark E. Lemons, Associate Vice President of Administrative Affairs  
and Controller

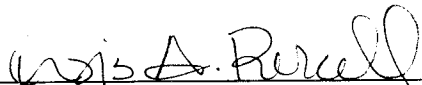
President Van Horn recommended the Board of Regents approve the staff members selected to receive the 1993 Regents' Award for Superior Staff.

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

## WOMEN'S BASKETBALL COACH

Regent Brawner moved approval of the appointment of Burl Plunkett as Head Coach for Women's Basketball at an annual rate of \$47,000 for 12 months (\$3,916.67 per month), April 8, 1993. The following voted yes on the motion: Regents Gullatt, West, Lewis, Blankenship, Brawner, and Hall. The Chair declared the motion unanimously approved.

There being no further business, the meeting adjourned at 11:26 a.m.

  
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Chris A. Purcell  
Executive Secretary of the Board of Regents

Cameron University  
Resident Hall Room and Board Rates - Current and Proposed

	92/93	93/94	92/93	93/94
PLAN	UPPERCLASSMEN	UPPERCLASSMEN	FRESHMEN	FRESHMEN
20 Meal/ Double Room	\$1,126	\$1,156	\$1,126	\$1,185
15 Meal/ Double Room	1,084	1,114	1,084	1,143
10 Meal/ Double Room	1,049	1,079	1,049	1,108
20 Meal Flex/ Double Room	1,172	1,202	1,172	1,231
15 Meal Flex/ Double Room	1,126	1,156	1,126	1,185
10 Meal Flex/ Double Room	1,126	1,156	1,126	1,185
20 Meal/ Single Room	1,366	1,396	1,366	1,425
15 Meal/ Single Room	1,324	1,354	1,324	1,383
10 Meal/ Single Room	1,289	1,319	1,289	1,348
20 Meal Flex/ Single Room	1,412	1,442	1,412	1,471
15 Meal Flex/ Single Room	1,366	1,396	1,366	1,425
10 Meal Flex/ Single Room	1,366	1,396	1,366	1,425



RESOLUTION

A RESOLUTION DETERMINING THAT THE ACQUISITION, IMPROVEMENT AND RENOVATION OF THE OKLAHOMA MEMORIAL UNION IS NEEDED FOR THE COMFORT, CONVENIENCE AND WELFARE OF THE STUDENTS OF THE UNIVERSITY OF OKLAHOMA; APPROVING THE PRELIMINARY OFFICIAL STATEMENT CONTAINING THE STATEMENT OF ESSENTIAL FACTS PERTAINING TO THE REGENTS STUDENT UNION REVENUE BONDS SERIES 1993, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$6,000,000 AND DIRECTING THAT SAME BE FORWARDED TO THE OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION; AUTHORIZING STAFF TO COORDINATE WITH FINANCIAL CONSULTANT AND BOND COUNSEL TO PREPARE TO OFFER SAID BONDS FOR SALE; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

WHEREAS, The Regents have determined that the acquisition, improvement and renovation of the Oklahoma Memorial Union is needed for the comfort, convenience and welfare of the students of the University of Oklahoma; and

WHEREAS, the Oklahoma State Legislature, by Enrolled Senate Concurrent Resolution No. 81, adopted by the Senate on May 26, 1992, and by the House of Representatives on May 25, 1992, has authorized the Board of Regents of the University of Oklahoma to issue revenue bonds in the sum not to exceed \$6,000,000 for the purpose of acquiring, improving and renovating the Oklahoma Memorial Union.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS OF THE UNIVERSITY OF OKLAHOMA:

SECTION 1. Pursuant to Title 70 Oklahoma Statutes, Sections 4001 and 4013 and based on the facts presented to the Board of Regents, it is hereby determined that the acquisition, improvement and renovation of the Oklahoma Memorial Union, located on the campus of the University of Oklahoma, Norman, Oklahoma, is necessary for the comfort, convenience and welfare of the students of the University of Oklahoma and suitable for the purposes for which the University was established.

SECTION 2. Statement of Essential Facts. The Preliminary Official Notice of Sale and Official Statement presented to the Regents on this date, which contains the Statement of Essential Facts pertaining to the \$6,000,000 Regents of the University of Oklahoma Student Union Revenue Bonds, Series 1993, is hereby adopted and approved and the President of the University of Oklahoma is directed to forward same to the Oklahoma State Regents for Higher Education for examination and determination that the projected revenue will satisfy the financial obligation to be incurred under the proposed bond issue.

SECTION 3. Authorization to Proceed with Sale of Bonds. The staff of the University is authorized to coordinate with the

University's Financial Consultant and Bond Counsel and proceed to obtain the necessary approvals, draft the necessary documents, set the date of sale and publish the notice of sale of said revenue bonds; provided that the final terms and conditions of said bonds and the documents authorizing and securing same shall be subject to final approval by the Regents of the University of Oklahoma.

ADOPTED and APPROVED this 7th day of April, 1993.

(SEAL)

Chairman, Board of Regents of  
the University of Oklahoma

ATTEST:

Executive Secretary, Board of Regents  
of the University of Oklahoma

PROGRAMS REQUESTED FOR DISCONTINUANCE

Degree Program	Program Code	Option Code	Date of Suspension	Reason
<b>ARTS &amp; SCIENCES</b>				
BS - FACT (Merchandising)	080		Admission suspended 10/20/87	Lack of faculty in program area
BA - FACT (Fashion Arts)	287			
BS - HD (General)	122		Admission suspended 1/1/90	Program Review recommendation to allow College of A & S to organize the programs into an interdisciplinary degree or incorporate into degree options with similar focus
BS - IFD (General)	251			
BS - IFD (Fam Dev)	252			
BS - IFD (Indiv Dev)	253			
BA - JMC (Cinema Studies emphasis)		0605F	Admission suspended Spring 1991	Lack of student demand; expensive equipment; changing technology
BA - Journalism (Jrnls Ed)	297		Admission suspended 4/30/91	Low student interest; demands to staff; to fund other Journalism degree programs with larger enrollments
BA - Law Enforcement Administration	149		Admission suspended Summer 1992	Program Review criticized as being too vocational; 23 similar programs currently offered by other OK institutions; no qualified faculty in LEA
BS - PE (Teaching)		0835B	Enrollments suspended Spring 1993	Program Review recommendation to reduce number of degree options; decision to discontinue all teacher education programs in Physical Education
BS - PE (Physical Education)		0835C		
PE - (Undecided)		0835X		
MS - HD	123		2/2/89	Lack of graduate faculty in area
MS - HD (Cloth Text)	041		2/2/89	Lack of graduate faculty in area
MA - Greek	103		11/23/87	Upon recommendation of Campus Departmental Review Panel to revise and implement mission
DPA - Public Admin.	239		Fall 1990	To allow Dept. of Political Science to focus on Master's of Public Administration program
<b>EDUCATION</b>				
BS - Ed (Health & Physical Education)	108		Enrollments suspended Spring 1993	Program Review recommendation to reduce number of degree options; decision to discontinue all teacher education programs in Physical Education
M. Ed. - HPER (Physical Education)	109			
BS - Education (Journalism Ed)	139		Admission suspended 4/3/91	Low student interest; demands to staff; to fund other Journalism degree programs with larger enrollments
<b>ENGINEERING</b>				
MS - Nuclear Engr (Journalism Ed)	179		Admission suspended Spring 1986	Lack of funds
Ph.D. - NE	180			
D. Engr. - NE	307			
Undecided - NE				

The following are brief descriptions of the medical benefit options. For full details, exclusions and limitations, please consult the plan booklets available from the Benefits Office.

	OPTION 1 MANAGED CARE PLAN		OPTION 2 LIMITED CARE PLAN		OPTION 3 PRUCARE HMO	OPTION 4 HEALTHSOURCE (HSC ONLY)
	Network Provider	Non-Network	Network Provider	Out of Area Urgent Care		
Annual Deductible			\$0	\$300	\$0	\$0
Outpatient	\$100	\$300				
Hospital	\$200	\$300				
Hospital per Confinement	\$0	\$300	\$500	\$500		
Psychiatric	\$300	\$300	Not Covered			
Employee Pays						
Inpatient						
Services	15%	30%	20%	50%	20%	10%
Physician Fees	15%	30%	\$25 per day (1st 4 days) then 50%	50%	0%	10%
Surgeon Fees	15%	30%	50%	50%	0%	10%
Psychiatric	20%	30%	Not Covered		20% for 30 days	50% for 30 days
Outpatient						
Office Visits	\$10	30%	\$10 co-pay	50%	\$10 co-pay	\$6 co-pay
Services	15%	30%	Not Covered		0%	0%
Prescriptions	15%	30%	\$5 co-pay	50%	\$5 co-pay	\$5 Generic Formulary
Psychiatric	20%	30%	Not Covered		No charge 1st 3 visits, 20% for 23 visits	\$20 co-pay up to 20 visits
Emergency Room						
Hospital	\$50 co-pay	\$50 co-pay	\$100 per visit	50%	\$50 co-pay	\$50 co-pay
Minor Emergency Center	\$50 co-pay	\$50 co-pay	\$25 per visit	50%	\$25 co-pay	\$50 co-pay
Physical Exam	\$10 co-pay	30%	Not Covered		\$10 co-pay	\$6 co-pay
Annual Maximums						
Office Visits	None	None	10		None	None
Chiropractic	\$1,000	\$1,000	Not Covered			None
Emergency Room	None	None	2 visits		None	None
Prescriptions	None	None	12		None	None
Outpatient Psychiatric	\$3,000	\$3,000	Not Covered		26 visits \$1,000	20 visits None
Out-of-pocket Hospital	\$1,000	\$5,000	\$5,000	None		None
Lifetime Maximums						
All benefits	\$1,000,000	\$1,000,000	\$50,000	\$50,000	Unlimited	None
Chiropractic	\$5,000	\$5,000	Not Covered			None
Psychiatric	\$10,000	\$10,000	Not Covered			None
Pre-existing Conditions	Excluded 12 months	Excluded 12 months	Excluded 12 months	Excluded 12 months	Included	Included

OPTION 6 NO COVERAGE