

C O N T E N T S
MINUTES OF A REGULAR MEETING
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
OCTOBER 28, 1997

MINUTES (25645)

CAMERON UNIVERSITY

Report of the President of the University (25645)

ACTION ITEMS

Page

Audit Report for Fiscal Year Ending June 30, 1997.....	25647
Approval of Laboratory Fee of \$1.00 Per Credit Hour for Chemistry Courses. . .	25648
Parking Fee.	25648

FOR INFORMATION

Quarterly Report of Purchases	25648
Quarterly Financial Analysis.	25649
Internal Auditing Activities, Cameron University.....	25650

PERSONNEL AND/OR LITIGATION

Academic Personnel Actions.	25651
Litigation	25652

THE UNIVERSITY OF OKLAHOMA

Report of the President of the University (25652)

ACADEMIC ENRICHMENT

Academic Enrichment.	25653
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OFFICER ITEMS

PROVOST - Health Sciences Center Agenda

Modification to the Degree Program Master of Science in Physical Therapy to a Master of Science in Rehabilitation Sciences	25656
Modification and Upgrading of the Bachelor of Science Degree in Occupational Therapy and Physical Therapy to a Professional Master of Occupational Therapy (MOT) and a Professional Master of Physical Therapy (MPT) Degree	25656

VICE PRESIDENT FOR ADMINISTRATIVE AFFAIRS - HSC

Master Plan for the Steam and Chilled Water Plant - HSC 25657

PROVOST - Norman Campus Agenda

Fees Request for 1998-99. 25658

Posthumous Degree - Norman Campus 25662

Proposals, Contracts, and Grants. 25662

Upgrade to Supercomputer - Norman Campus 25663

VICE PRESIDENT FOR ADMINISTRATIVE AFFAIRS - Norman Campus Agenda

Air Charter Service for 1997-98 Basketball Season 25653

Lloyd Noble Center Athletic Heritage Displays. 25655

L. Dale Mitchell Baseball Park Improvements 25655

Appointment of Bond Counsel and Financial Advisor 25664

Lease of High Volume Digital Network Duplicator - Norman Campus 25667

Purchase of Delivery Vehicles - Norman Campus 25668

Purchase of Chiller - Norman Campus. 25669

Purchase of Property - Norman Campus 25688

Roof Inspection and Reporting Services - Norman Campus. 25670

Cate Center Addition for the Honors College. 25671

Housing Facilities Life Safety Improvements - Norman Campus. 25672

Landscape Building - Norman Campus 25673

Sarkeys Energy Center Roof Replacement. 25675

Max Westheimer Airport Runway and Taxiway Preservation Project 25676

Quarterly Report of Purchases 25677

EXECUTIVE AFFAIRS

Internal Auditing Activities, The University of Oklahoma. 25678

PERSONNEL AND/OR LITIGATION

Academic Personnel Actions. 25679

Administrative and Professional Personnel Actions 25684

Litigation 25688

**MINUTES OF A REGULAR MEETING
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
OCTOBER 28, 1997**

A regular meeting of the Board of Regents governing The University of Oklahoma and Cameron University was called to order in the Associates' Room of the Oklahoma Memorial Union on the Norman Campus on Tuesday, October 28, 1997, beginning at 10:41 a.m.

The following Regents were present: Regent Stephen F. Bentley, Chairman of the Board, presiding; Regents Melvin C. Hall, Donald B. Halverstadt, M.D., C. S. Lewis III, Mary Jane Noble, and G. T. Blankenship.

Absent: Regent Robin Siegfried.

Others attending all or a part of the meeting included Mr. David L. Boren, President of The University of Oklahoma, Provosts Nancy L. Mergler and Joseph J. Ferretti, Vice Presidents Russell W. Driver, Richard E. Hall, Mark E. Lemons, David L. Maloney, and Eddie C. Smith, Joseph Harroz, Jr., General Counsel, and Dr. Chris A. Purcell, Executive Secretary of the Board of Regents.

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

Notice of the time, date, and place of this meeting were submitted to the Secretary of State, and the agenda was posted in the Office of the Board of Regents on or before 10:30 a.m. on October 27, 1997, both as required by 25 O.S. 1981, Section 301-314.

MINUTES

Regent Blankenship moved approval of the minutes of the regular meeting held on September 10, 1997 as printed and distributed prior to the meeting. The following voted yes on the motion: Regents Hall, Halverstadt, Lewis, Noble, and Blankenship. The Chair declared the motion unanimously approved.

CAMERON UNIVERSITY

REPORT OF THE PRESIDENT OF THE UNIVERSITY

President Davis presented the following report:

Cameron Honors Reverend Jones' Work

Assisting Cameron students over the past 30 years has earned the Reverend Philip Jones of Cameron Campus Ministry the University's Distinguished Service Award for 1997. The honor, symbolized by a Paul Revere Bowl, was bestowed by President Don Davis during Cameron's 1997 Academic Convocation on October 1. Reverend Jones, Executive Director of Cameron Campus Ministry, was honored for his outstanding service to Cameron's students, faculty and staff and for his civic and

professional accomplishments in Southwest Oklahoma. The Academic Convocation has been a tradition at Cameron for nearly 20 years. It was instituted by Dr. Davis as a Universitywide academic celebration. Convocation speaker was Lawton Public Schools Superintendent, Dr. David Barbosa.

173 Complete Degree Requirements During Summer

Degrees were conferred on 173 Cameron University graduates at the conclusion of the summer 1997 semester, according to President Don Davis. Among the graduates were 33 students who earned masters degrees in teaching, education, business administration and the behavioral sciences. Another 32 received associate degrees, and the remaining students earned bachelors degrees in the disciplines of arts, fine arts, music, science, accounting and business administration.

Speech Demonstration Day

Cameron University's Communications Department hosted more than 1,400 area high school and junior high students from 45 Oklahoma and Texas schools during its 14th annual Speech Demonstration Day on September 18. The event featured winners from State and regional high school speech contests who presented their winning performances. Area schools bring beginning speech students to watch previous year's champions, providing an opportunity for those who have never competed in a speech contest to see how it is done.

Project Helps Education Majors and Elementary Students

A Lawton school opened its doors to Cameron elementary education majors recently for a one-day project giving future teachers an opportunity to gain hands-on experience working one-on-one with fifth and sixth graders. The project puts education majors in the Garfield Elementary classroom long before student teaching, giving them an early opportunity to try out knowledge gained at Cameron. The college students prepare a project for the children that combines reading with art, writing and other subjects. The project helps the children learn to listen, follow directions, write and learn how to make oral presentations.

Top Convention Honors

Three Cameron University student researchers earned top honors at the 1997 convention of the Oklahoma Speech Theatre Communication Association. Cameron's student papers focused on the defense used by industry "sweatshops", an analysis of the Chrysler Corporation's information campaign on infants and air bag safety, and a case study on a controversial open letter to President Bush from the National Rifle Association. The Cameron papers were selected as the top three research studies, earning each student a cash award. This is the third consecutive year that a Cameron student's research has been chosen as the top paper at the OSTCA convention.

Reunion Honors Class of '47

Distinguished Alumni Awards were awarded to Dr. Byron W. Aycock, Dr. Laddie J. Elling and Ms. Zoe Durant during Cameron's fall alumni reunion earlier this month. Miss Jessie May Hines, English Professor Emerita, and Dr. David Miller, current Dean of Liberal Arts, were inducted into the Cameron University Alumni Association's Faculty Hall of Fame. The annual reunion brings together former students from both the high school years of Cameron State School of Agriculture and the junior college era of the 1940s, 50s and 60s.

Professor Honored by ASCAP

Cameron University Professor Tim Crowley has been honored by the American Society of Composers, Authors and Publishers (ASCAP) for his songwriting efforts. Professor Crowley received a cash award from ASCAP in recognition of three recent compositions: Mass for a Festival and Helix, which were performed last March at Cameron's 20th Century Music Festival, and for Assemblage I. Winners were selected by an independent panel based upon the unique prestige value of each writer's catalog of original compositions, as well as recent performances of those works. This is the second consecutive year that Professor Crowley has received an ASCAP award. The Illinois native joined Cameron's Music Department as an Assistant Professor last year.

Faculty Member Appointed to Commission Post

Dr. John Moseley, an Associate Dean and Associate Professor in Cameron University's School of Graduate and Professional Studies, has been named to a position on the Oklahoma Commission for Teacher Education.

Faculty and Staff Lead United Way Giving

The employees of Cameron University played a key roll in kicking off the United Way of Lawton-Fort Sill's annual fund-raising drive, pledging more than any other local business or institution on the first day of the 1997 campaign. Considered a key "Pacesetter" by United Way, Cameron staff and faculty pledged more than \$33,000, one-third of the opening day total, to lead all donors. "Pacesetters" are the role models of the campaign, setting examples of giving for other businesses and organizations.

AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 1997

The accounting firm of Stanfield and O'Dell, Lawton, has completed the annual audit of Cameron University for the fiscal year ending June 30, 1997. The report of the auditor and responses of the management of Cameron University accompany this agenda item.

President Davis recommended the audit report for fiscal year ending June 30, 1997, prepared by the accounting firm of Stanfield and O'Dell be accepted.

Speaking on behalf of the Regents' Audit Committee, Regent Halverstadt said the Committee has reviewed the report in depth and management has responded appropriately to the items mentioned.

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

APPROVAL OF LABORATORY FEE OF \$1.00 PER CREDIT HOUR FOR CHEMISTRY COURSES

At the present time, breakage expenses for Chemistry courses 1361, 1471, 2222, 2232, 3314, 3324, 3333, 3343, 3345, 4351, 4361, 4401, 4411 and 4024 are collected by the department from the student at the time the breakage occurs. The assessment of \$1.00 per credit hour at the time of enrollment would relieve the departments of the administrative duties of collecting, depositing and reconciling the payment of monies for laboratory breakage.

President Davis recommended the Board of Regents approve a laboratory fee of \$1.00 per credit hour for Chemistry courses as proposed. This fee would be assessed at the time the student enrolled and collected through normal procedures by the Business Office.

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

PARKING FEE

The current parking fee is \$10.00 per year and this does not adequately cover the expense of supervising the parking on campus. The increase will be more appropriate to the expenses that result from the supervision of campus parking.

President Davis recommended the Board of Regents approve the yearly parking fee at Cameron University be increased to \$25.00 per year for a student parking permit.

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

QUARTERLY REPORT OF PURCHASES

Policies of the Board of Regents require that purchases in excess of \$75,000 be referred to the Board of Regents for action, with the exception of that the President or his designee may award purchase orders and construction contracts up to, but not exceeding, \$100,000 where (a) competitive bids were solicited, (b) more than one bid was received and (c) the low responsive bid is selected. Purchases made in these authorized instances are reported quarterly to the Board of Regents.

The following report covers purchases made from July 1, 1997 through September 30, 1997:

<u>ITEM</u>	<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>
Computer Maintenance	Computer Services	Hewlett Packard	\$ 45,456
Books	Library	University Microfilms	\$ 54,291
Insurance	Insurance	Risk Management	\$104,458

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

QUARTERLY FINANCIAL ANALYSIS

Being reported this month is the Quarterly Financial Analysis for the quarter ended June 30, 1997. The following comments are submitted for consideration.

ALL FUNDS, CAMERON UNIVERSITY

STATEMENT OF REVENUES AND EXPENDITURES

1. At June 30, 1997, revenues for all funds were at \$29.8 million which were 98.3% of the budget.

Expenditures were at \$30.0 million or 85.5% of the budget. Overall, the budget's revenues and expenditures are close to the amounts anticipated.

STATEMENT OF REVENUES AND EXPENDITURES - EDUCATION AND GENERAL PART I - UNRESTRICTED

1. Revenues - Revenues of \$21.8 million were reported and are 98.9% of the budget. This is comparable to last year's revenue of \$19.2 million and 96.7% of the budget. Revenues are up due to an increase in the total E&G budget. The actual collection for tuition and fees was approximately \$300,000 less than originally estimated.
2. Expenditures - Expenditures of \$22.2 million are reported at 82.7% of the budget. This is compared to the prior year expenditures of \$19.2 million and 82.5% of the budget. Expenditures have increased due to salary and benefits adjustments.

STATEMENT OF REVENUES AND EXPENDITURES - EDUCATION AND GENERAL PART II - RESTRICTED:

1. Revenues - Revenues of \$5.2 million were reported at 90.6% of the budget. This is comparable to the prior year revenues of \$5.1 million and 87.1% of the budget.
2. Expenditures - Expenditures of \$5.2 million were reported at 89.5% of the budget. This is comparable to last year's expenditures of \$5.1 million at 87.5% of the budget. Most areas show a slight increase or decrease. These minor fluctuations are in line with expectations.

STATEMENT OF REVENUE AND EXPENDITURES - AUXILIARY ENTERPRISES

1. Revenues - Revenues for Auxiliary Enterprises are at their anticipated levels.
2. Expenditures - Expenditures for Auxiliary Enterprises are at their anticipated levels.

STATEMENT OF REVENUE AND EXPENDITURES - HOUSING SYSTEM

1. The Housing System had a deficit of \$63,103 budgeted at the beginning of the fiscal year. It is anticipated any actual deficiencies will be covered from interest earnings.

DISCRETIONARY RESERVES

Discretionary reserves represent that portion of the University's resources which are not currently budgeted for expenditure or otherwise held for specific future uses. As such, resources of this nature are available to fund future capital projects, operating needs, and/or unforeseen contingencies for any lawful purpose of the University.

E&G PART I

The E&G Part I discretionary reserves are \$2,000,000 at June 30, 1997. Adjustments have been made to this reserve figure throughout the year.

E&G PART II

The E&G Part II has no discretionary reserves. These reserves are needed for working capital for the programs to operate, many of which are reimbursed in arrears.

AUXILIARY ENTERPRISES

The decline of student credit hour enrollment will likely require a reduction in student activity allocations in future budgets.

Miscellaneous Auxiliary Funds have a very small discretionary reserve of approximately \$22,000.

The Housing System has no discretionary reserves. This is the area of the Auxiliary accounts that has the most budgetary pressures to bring revenues and expenditures in line with each other. Some progress has been made but there is still work to do in this area.

Facility Fee discretionary reserves are approximately \$1,300,000. Several projects on the Campus Master Plan will likely be funded from this source.

PLANT FUNDS

Section 13 and New College Funds currently have discretionary reserves of \$150,000. Private Sources discretionary reserve is \$10,000 at this time.

Renewals and Replacements - Auxiliary Enterprises Funds were initially created as an R&R fund for the Housing System. The current discretionary reserves are approximately \$1,300,000.

The Facility Fee Bond Fund has a discretionary reserve of \$359,547. Several projects on the Campus Master Plan will likely be funded from the above sources.

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

INTERNAL AUDITING ACTIVITIES, CAMERON UNIVERSITY

During the quarter ended September 30, 1997, six audits were completed for Cameron University and included Billing and Collection Systems, Imprest and Change Funds, Athletic Department - Special Review, NCAA Compliance - Eligibility, Academic Administration, and

Irreplaceable Assets. A copy of the audit reports was filed with the department responsible for the activity audited, the President's Office, and the Regents' Office.

There were seven recommendations to improve policy and procedure documentation; three recommendations to improve policies, procedures, processes, or controls; one recommendation to improve financial reporting or system; and one recommendation that required restitution of University funds. There were no issues of significance during the quarter that warranted upper management involvement. Management has agreed to address all recommendations contained in the audit reports.

In addition to the audits, two post-audit reviews were conducted for Cameron University for Tuition and Fees, and Adjustments/Journal Entries. All recommendations had been fully addressed by management.

Mr. Glen Earley, Director of Internal Auditing, was present to respond to questions. There were no questions.

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

ACADEMIC PERSONNEL ACTIONS

Regent Hall moved the Regents meet in executive session for the purpose of discussing personnel-related issues. The following voted yes on the motion: Regents Hall, Halverstadt, Lewis, Noble, and Blankenship. The Chair declared the motion unanimously approved.

The executive session began at 11:06 a.m. in the same location. The meeting reconvened at 11:25 a.m.

ACADEMIC PERSONNEL ACTIONS

LEAVE OF ABSENCE:

Marcy Blackburn, Instructor (Temporary), Department of Education, proportional sabbatical leave of absence with proportional pay (\$12,492), January 5, 1998 through May 17, 1998.

To complete research on dissertation. Appointment date August 1993. No previous leaves taken. Teaching load covered by current and adjunct faculty.

CHANGE:

Lane Netherland, Professor, Department of Biological Sciences, salary changed from annual rate of \$51,384 for 9/10 months, to annual rate of \$52,387 for 9/10 months, August 18, 1997 through May 17, 1998. Budget correction.

RESIGNATION AND/OR TERMINATION:

Jacquetta McClung, Professor, Department of Business, tenure abrogated and dismissed from faculty, effective immediately upon approval.

President Davis recommended the Board of Regents approve the academic personnel actions shown above.

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

LITIGATION

This item was included in the agenda for the purpose of meeting with General Counsel for a report on pending and possible litigation. There was no report.

Chairman Bentley recessed the meeting at 11:25 a.m. The meeting reconvened at 1:12 p.m. in the same location with all Regents present except Regent Siegfried.

THE UNIVERSITY OF OKLAHOMA

REPORT OF THE PRESIDENT OF THE UNIVERSITY

President Boren presented the following report:

The Chronicle for Higher Education annually reports the endowments of universities across the country and, for the first time, a public institution in Oklahoma is listed in the Top Twenty in private endowments per capita - The University of Oklahoma is number 18 on the list. OU's endowment has increased by 60% in the past three years. What is this doing in terms of quality education and benefiting our students and their educational experience? In the past two years 57 professorships or chairs have been created or upgraded and 32 Presidential Professorships have been added. This translates into new faculty resources, attracting outstanding new faculty, retention of existing faculty excellence, and increase in scholarships by \$14,000,000 which helps talented students earn a college education.

The Reach for Excellence Campaign is well past the \$186,000,000 mark and the latest total number of alumni who have participated in the campaign by donating to the University is 46,000. The Associates' membership has exceeded 2,300 so incredible progress has been made and it is a real milestone to be listed in the Top Twenty in endowment per capita.

A \$1,000,000 gift from Conoco for the student leadership center will enable the completion and furnishing of the new wing of the Oklahoma Memorial Union for approximately 60 student organizations.

Regent Robin Siegfried's \$500,000 gift for a strength and conditioning center as a part of the Barry Switzer Center is greatly appreciated.

The Michael F. Price College of Business will present their 5th Annual Oklahoma Business Conference on November 11 at the Clarion Convention Center in Oklahoma City. Outstanding alumni of the College to be honored as Adams Fellows are Harold G. Powell, Norman Gaither and Mary Jane Noble. Guest speakers include Michael Dell, Chair and CEO of Dell Computer Corporation, and Ted Turner, Vice Chairman of the Board of Time Warner Incorporated.

ACADEMIC ENRICHMENT, COLLEGE OF CONTINUING EDUCATION

Dr. James Pappas, Vice Provost for Outreach and Dean of the College of Continuing Education, presented a report on the progress of the College's programs.

He said The University of Oklahoma's College of Continuing Education (CCE) is one of the larger and more diverse outreach programs of public universities in the country. Its activities are designed to build on the strengths and expertise of the University and to ensure the practical application of theoretical knowledge and scholarship to promote State economic and cultural development. CCE is a key administrative and educational arm of the University which provides "...service to the State and society" aspects of the OU mission. CCE has an annual operating budget of nearly \$40 million per year, of which 90 percent is self-generating. The staff has been successful in obtaining nearly \$22 million in new grants and/or modifications during this last year, a 24 percent growth over FY96's expenditures. Over the past year, CCE served more than 125,000 students, participants and mid-career professionals. The presentation discussed growth in College activities over the past 10 years which includes nearly 100 percent growth in credit enrollments, nearly 400 percent growth in non-credit enrollments and the offering of 25 percent more conferences and institutes. Contribution ratios of service dollars provided for State funds allocated and economic development multiplier effects were examined as part of the discussion.

In addition to the administrative characteristics of the College, a number of exemplary programs were described to illustrate this service role of OU. These included International Programs (e.g., a USAID program to explore legal issues with the Macedonian Supreme Court, an Executive Management Program with the HANWA Corporation of Korea); Diversity Programs (e.g., the Southwest Center for Human Relations' national conference on race and ethnicity, the American Indian Institute's new Headstart Program); Precollegiate and Lifespan Programs (e.g., summer academic camps for youth, Elderhostel programs); Certificate and Mid-Career Training Programs (e.g., ABA Banking Schools, Economic Development Institute); and Degree Programs (e.g., military-based programs such as those at Ft. Sill, the Doctoral Program in Europe). In addition to program descriptions, vignettes of students and participants were used to illustrate CCE's direct impact on individuals.

AIR CHARTER SERVICE FOR 1997-98 BASKETBALL SEASON

Invitations for Bid were sent to 15 companies. All vendors submitting bids meet FAA Certification criteria and safety and maintenance standards. Aircraft being utilized are the Convair CV-580, Twin Engine Turbo-Prop; Canadair CL-65, Twin Engine Jet; Fokker F-27, Twin Engine Turbo-Prop; and a Boeing 727, Three Engine Jet.

Bids were received from the following three companies with the recommended awards in bold print:

<u>Chartersearch</u>	<u>Miami Air</u>	<u>Continental Airlines</u>	<u>Destination</u>
\$23,441.58	\$27,866.00 (Boeing 727)	N/B	Starkville, Mississippi 12/5/97 - Friday

Athletic Department requested award to Miami Air based on seating capacity 172 versus 50 passenger.

\$15,118.40 (Convair CV580)	\$27,703.00	\$47,500.00	Austin, Texas 1/6/98 - Tuesday
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<u>Chartersearch</u>	<u>Miami Air</u>	<u>Continental Airlines</u>	<u>Destination</u>
\$15,419.38 (Convair CV580)	\$28,050.00	N/B	College Station, Texas 1/9/98 - Friday
\$18,012.00 (Convair CV 580)	\$29,070.00	N/B	Ames, Iowa 1/9/98 - Friday
\$15,919.00 (Convair CB 580)	\$28,723.00	N/B	Lincoln, Nebraska 1/16/98 - Friday
\$18,300.11 (Convair CV 580)	\$28,050.00	N/B	College Station, Texas 1/20/98 - Tuesday
\$13,390.00 (Convair CV 580)	\$26,173.00	N/B	Waco, Texas 1/23/98 - Friday
\$16,068.00 (Convair CV 580)	\$26,173.00	N/B	Waco, Texas 1/31/98 - Saturday
\$15,118.40 (Convair CV 580)	\$27,703.00	N/B	Austin, Texas 2/7/98 - Saturday
\$12,366.20 (Convair CV 580)	\$26,336.00	\$53,000.00	Lubbock, Texas 2/10/98 - Tuesday
\$ 8,730.41 (Canadair CL 65)	N/B	N/B	Lawrence-Topeka, Kansas 2/22/98 - Sunday
Return charter only			
\$12,366.20 (Fokker F 27)	N/B	N/B	Lubbock, Texas 2/27/98 - Friday

The evaluation committee consisted of Clarence Griffin from the Purchasing Department, and Bob King, Robert Smith, Alex Brown and Marita Hynes from the Athletic Department. The following criteria was used in the evaluation:

1. Previous contract performance
2. Equipment information obtained from FAA
3. Commercial rates
4. Previous bids submitted

Chartersearch Network has been used on previous contracts, most recently on the 1996-97 basketball season. Service has been very good and the contractor easy to work with and responsive to our needs. Funding for these charters will come from Athletic Department Account 117-1121.

President Boren recommended the Board of Regents approve the award of purchase orders to the Chartersearch Network, Inc. for \$160,808.10 and to Miami Air International, Inc. for \$27,866.00 to furnish air charter service for The University of Oklahoma Men's and Women's basketball teams for the 1997-98 season.

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

LLOYD NOBLE CENTER ATHLETIC HERITAGE DISPLAYS

In February 1997, the University completed and unveiled to the public two displays of its athletic heritage: one in honor of former basketball All-American Wayman Tisdale and the other honoring OU's "Final Four" basketball teams. The display cases and the exhibits were constructed and installed in the Lloyd Noble Center concourse as the first in a series of planned exhibits recognizing the University's athletic excellence.

Since that time, design and construction documents for four additional display cases have been completed. This project consists of demolition and removal of wall materials and construction of four glass enclosed, lighted cases and five smaller open display areas. The exhibits and graphics will be designed and installed as a separate item of work.

Bids were received from four bidders. The bids were evaluated by Robert King, Senior Associate Athletic Director; Michael Moorman, Director, Architectural and Engineering Services; and George Horn, Senior Buyer, Purchasing. Two of the bidders are certified minority businesses. Therefore, the required five percent preference was applied to this evaluation. A complete tabulation of the bids received was included in the agenda. It was recommended that a contract be awarded to Weaver Contracting, Inc. of Edmond, Oklahoma as follows:

Base Bid (three display cases)	\$ 71,343
Alternate No. 1, One Additional Glass-enclosed Display Case	21,586
Alternate No. 2, Five Open Display Areas	<u>10,243</u>
Total Proposed Contract Amount	\$103,172

This project is to be funded by Athletic Department and private funds.

President Boren recommended the Board of Regents approve the award of a purchase order in the amount of \$103,172 to Weaver Contracting, Inc. for Lloyd Noble Center Athletic Heritage Displays.

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

L. DALE MITCHELL BASEBALL PARK IMPROVEMENTS

At the September 1997 meeting, the Board authorized the administration to award a contract for construction of the first phase of the L. Dale Mitchell Baseball Park Improvements project in an amount not to exceed \$1,300,000 to Nashert Constructors, Inc. of Oklahoma City, Oklahoma.

Officials representing the University (Larry Naifeh, Associate Director, Athletic Department; Michael Moorman, Director, Architectural and Engineering Services; and Thomas Knotts, Project Coordinator, Architectural and Engineering Services); the project architects (Triad Design Group); and Nashert Constructors, Inc. met and reached agreement on the value of the work to be deferred to the second phase.

A contract will be awarded to Nashert Constructors, Inc. as follows:

Base Proposal	\$1,483,692
Alternate 3, Colored Concrete Additive	10,950
Alternate 4, Upper Concourse and Colonnade Addition, Part 1	56,380
Alternate 5, Upper Concourse and Colonnade Addition, Part 2	<u>57,302</u>
Subtotal	\$1,608,324
Less: Contract Reductions and Modifications	<u>543,324</u>
Total Contract Amount	\$1,065,000

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

MODIFICATION TO THE DEGREE PROGRAM MASTER OF SCIENCE IN PHYSICAL THERAPY TO A MASTER OF SCIENCE IN REHABILITATION SCIENCES

This is a request to change the name of the degree and the entry requirements to accommodate the current need for advanced graduate training for licensed Physical and Occupational Therapists. In specialty areas of practice, there is much overlap between occupational therapists and physical therapists. This degree modification is designed to better meet those needs.

Upon approval by the Board of Regents and the Oklahoma State Regents for Higher Education, these changes will take effect immediately.

President Boren recommended the Board of Regents approve the modification to the degree program Master of Science in Physical Therapy to a Master of Science in Rehabilitation Sciences to be awarded through the Graduate College.

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

MODIFICATION AND UPGRADING OF THE BACHELOR OF SCIENCE DEGREE IN OCCUPATIONAL THERAPY AND PHYSICAL THERAPY TO A PROFESSIONAL MASTER OF OCCUPATIONAL THERAPY (MOT) AND A PROFESSIONAL MASTER OF PHYSICAL THERAPY (MPT) DEGREE

This is a proposal to modify the degree conferred upon the graduates of The University of Oklahoma Occupational Therapy and Physical Therapy program from a Bachelor of Science degree to a professional Master of Occupational Therapy degree and a professional Master of Physical Therapy degree. This change is requested to comply with the national accreditation requirements for a master's entry level for occupational and physical therapist.

In order to accomplish this modification, the following course changes are requested:

Twenty three course additions to fill curricula deficiencies (a list was included in the agenda).

Upon approval by the Board of Regents and the Oklahoma State Regents for Higher Education, these changes will take effect with the Summer 1997 term.

President Boren recommended the Board of Regents approve the modification of the degree conferred upon the graduates of The University of Oklahoma Occupational Therapy and Physical Therapy Program from a Bachelor of Sciences degree to a professional Master of Occupational Therapy and a professional Master of Physical Therapy degree to be awarded through the College of Allied Health.

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

MASTER PLAN FOR THE STEAM AND CHILLED WATER PLANT - HEALTH SCIENCES CENTER

The Health Sciences Center Steam and Chilled Water Plant was constructed to furnish central steam and chilled water for the Health Sciences Center Campus buildings and other agencies within the Oklahoma Health Center. The chilled water and steam is served to the buildings through a series of underground walking tunnels.

The original plant was built in 1971 with 3,000 tons of chilled water capacity and two boilers of 60,000 pounds/hour capacity each. Over the years, the plant has been expanded to meet the needs of the Center and now has a net capacity of 14,500 tons of chilled water.

The engineering team of Frankfurt, Short and Bruza and Affiliated Engineers, Inc. was retained to assess the operation, performance and long term needs of the Steam and Chilled Water Plant at the Health Sciences Center. This work effort was commenced in March 1997 and was recently completed. A copy of the Steam and Chilled Water Plant Master Plan Executive Summary was included in the agenda.

The primary findings of this effort are as follows:

- The current peak loads are 10,700 tons of chilled water and 155,000#/hr of steam. These loads are projected to increase to 15,000 tons of chilled water and 212,000#/hr of steam by the Year 2012.
- The existing piping distribution systems are suitably sized to handle the increased loads. The steam system has adequate capacity to meet the future loads, but additional chilled water system capacity will need to be added. Due to the critical nature of the loads served, the design should allow for the failure of the largest system component, while still meeting peak loads.
- The current chilled water equipment in the plant is unable to provide its nameplate output capability due to insufficient condenser water flow, cooling tower capacity and refrigerant charge.

- The plant does not currently have a redundant primary electrical feeder (15Kv) from the utility company, OG&E. This leaves the plant at risk in the event of an outage to this feeder.

Based on these findings, the following projects are recommended for immediate implementation:

- Correct the existing deficiencies that are limiting the chilled water plant capacity and the overall reliability of the plant. This includes increasing the cooling tower and condenser water flow capacity, increasing the chiller refrigerant charge and adding a redundant 15 Kv feeder. The cost for these upgrades is estimated to be \$3,750,000.
- Increase the chilled water capacity of the plant by 3,000 tons so as to provide sufficient capacity to meet future loads and to allow for an adequate level of redundancy. The cost for these capacity increases is estimated to be \$5,000,000.

Representatives from Affiliated Engineers, Inc. were present at the meeting to discuss the master plan and answer questions.

President Boren recommended the Board of Regents approve the Master Plan for the Steam and Chilled Water Plant at the Health Sciences Center and authorize the design work to begin to correct the deficiencies at the Plant.

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

FEES REQUEST FOR 1998-99

In accordance with policy established by the Oklahoma State Regents for Higher Education, institutions must submit for approval any requests for changes in fees that are "assessed students as a condition of enrollment and as a condition for academic recognition for completion of prescribed courses." Such fees include, but are not limited to, enrollment fees, student activity fees, and special fees. Some fees are mandatory for all students enrolled at the University, whereas others are mandatory only for specific subcategories of students, or for students enrolled in a specific academic program or course.

The changes in fees requested by the academic units of the Norman Campus and Health Sciences Center have been reviewed and approved by the appropriate directors, deans, and vice presidents and by the Senior Vice Presidents and Provosts on the two campuses. The changes requested fall into one of three categories, depending on the level of approval required:

- Increases in testing/clinical services fees and classroom/laboratory supplies fees no longer require State Regents' item-by-item approval. Institutions may assess these fees up to the actual cost of the test, service, or supplies. All of the increases included in this request as course fee modifications for classroom and laboratory supplies fall within this category.
- Additions, deletions and modifications of fees that are within the statutory limits approved by the State Legislature, require approval by The University of Oklahoma Board of Regents and final approval by the State Regents. The current requests for

additions and deletions of special course fees, the College of Geosciences Student Technology Services Fee, and the Health Sciences Center Graduate College Processing Fee falls within this category.

- Fees that would exceed the statutory limit require approval of The University of Oklahoma Board of Regents, the State Regents and the State Legislature. The increase the Library Resources Fee for the Norman Campus and the Health Sciences Center falls within this category.

HEALTH SCIENCES CENTER

Special Fees

A. Course Fees

The Health Sciences Center requests the addition of five course fees for classroom/ laboratory supplies; the deletion of one course fee for classroom/laboratory supplies; increasing the fee on seven courses for classroom/laboratory supplies; and decreasing one course fee for classroom/laboratory supplies. The addition of five course fees and the deletion of one course fee require approval from the State Regents. The increased and decreased course fees reflect the actual cost of providing these supplies to students enrolled and do not require State Regents approval. These changes are itemized in the following table.

SUMMARY SCHEDULE SPECIAL STUDENT FEES ACADEMIC YEAR 1998-1999 UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER				
<u>FEE</u>	<u>CHARGES</u>		<u>COLLEGE</u>	<u>PER</u>
	<u>CURRENT</u>	<u>PROPOSED</u>		
CLASSROOM/LABORATORY SUPPLIES				
	\$ 10.00	Delete	Allied Health	Course
	100.00	\$ 65.00	Allied Health	Course
	15.00	25.00	Allied Health	Course
	15.00	25.00	Allied Health	Course
	25.00	40.00	Allied Health	Course
	25.00	45.00	Allied Health	Course
	25.00	50.00	Allied Health	Course
	None	10.00	Allied Health	Course
	40.00	70.00	Nursing	Course
	70.00	80.00	Nursing	Course
	None	70.00	Nursing	Course
	None	70.00	Nursing	Course
	None	70.00	Nursing	Course
	None	600.00	Dentistry	Course

B. Other Special Fees

<u>For</u>	<u>Current</u>	<u>Requested</u>
Library Resources Fee	\$1.50 per credit hour	\$2.25 per credit hour

The Library Resources Fee is currently \$1.50 per credit hour. This fee annually generates approximately \$90,000 for the Health Science Center Library. A seventy five-cent increase will generate over \$45,000 in additional income to the library budget. The increased funding will help the library meet the increasing costs of library materials, support for computer hard-ware, software, and maintenance costs, and updating database subscriptions.

The Library Resources Fee has been used to purchase library materials as well as assist in covering the expenses to maintain the library computer services at remote locations. This service has provided our students with the ability to search bibliographic databases and the BHS Library catalog (BIOS) from terminals on and off campus. An increase in the library resources fee will allow the library to expand and support computer hardware, software, maintenance costs, and database subscriptions. Additionally, an increase in the fee will assist in the expansion of the number of computer workstations and provide new bibliographic databases available to the students.

If the fee is not increased, continued expansion of the library computer services and the development of new services will be delayed.

<u>For</u>	<u>Current</u>	<u>Requested</u>
Processing Fee Graduate College	None	\$25.00/applicant

The processing fee for the Graduate College is being requested to cover the costs of processing applicants to the graduate programs. This fee will help cover the costs of evaluating requirements for applicants to the Graduate College programs as well as creating and maintaining permanent files for all students admitted. The proposed fee is within the statutory limits, direct cost of services provided, and can be implemented with the approval of the State Regents.

NORMAN CAMPUS

Special Fees

A. Course Fees

Under the policies of the Oklahoma State Regents for Higher Education, institutions may assess per-course charges for special instruction costs, such as private music lessons; classroom and laboratory supplies; and facility and equipment utilization, such as computers, musical instruments, or video equipment. The statutory limit for these fees is the actual cost of providing the services to the students enrolled in the courses.

For FY99 the colleges on the Norman Campus have requested the additions, deletions, increases and decreases in course fees outlined in page 1 of Appendix I, attached hereto as Exhibit A. The changes are designed to cover the actual costs of providing the special instruction, supplies, facilities and equipment to the students enrolled in the courses. Student input was solicited on all fees at the Departmental or College level. An itemized list of the changes requested is provided in Appendix I.

B. Student Technology Services Fee

In 1994, the Oklahoma State Regents for Higher Education approved implementation of a per credit hour student technology services fee for 18 Oklahoma Colleges and Universities. The purpose of the fee is to provide the benefits of up-to-date technology, including computing, information processing, and telecommunications technology, to students to enhance their potential for academic success and to prepare them for an increasingly technical work place.

The Geosciences Student Technology Services Fee is a per credit hour fee that is based on the costs of providing computing technology to students taking courses offered by the College of Geosciences. The Geosciences Student Leadership Committee (GSLC) was asked to review and make a recommendation concerning the proposed course special fee. All of the students that reviewed the proposal reported favorable comments. The following addition to the technology services fee is requested for FY99. Justification is provided in Appendix II, attached hereto as Exhibit B.

<u>College</u>	<u>Current</u>	<u>Requested</u>	<u>Statutory Limit</u>
Geosciences	0	\$3.00	Cost of Service

Other Special Fees

A. Library Resource Fee

<u>Current</u>	<u>Requested</u>	<u>Statutory Limit</u>
\$1.50 per credit hour	\$2.25 per credit hour	\$1.50 per credit hour

The University Libraries Resource Fee is currently \$1.50 per credit hour. This fee annually generates over \$600,000 for The University of Oklahoma Libraries. A seventy-five cent increase will add over \$300,000 in additional income to the library budget. The increase in funding will help the University Libraries partially meet the increased costs of library materials and support new demands for technology.

Inflation costs associated with library materials continue to increase at rates of 10-15 percent annually. This year, the Libraries require \$960,000 to maintain their current level of subscriptions and provide document delivery services to select campus departments. In order to provide access to the latest information, computers and networks are essential. The Libraries must continue to invest in hardware and software to advance its system and networking capabilities. As more information is transmitted through electronic networks, the Libraries must invest in the future.

Previous requests for Library Resource Fees were based upon the need for funds to support acquisition of library materials as inflation rose above library budget increases. The costs of library materials continue to increase, but student and faculty also require more access to advanced technology and electronic resources. The provision of electronic document delivery provides swift delivery of the latest information for campus research projects. The Library Resource Fee should support the acquisition of library materials and access to information in electronic formats.

Without the Library Resource Fee subscriptions to journals and the acquisition of books would be considerably less. Future use of the Resource Fee will include continued support for the acquisition of books and journals and also the development of greater access to information

in electronic formats. If the Library Resource Fee is not increased, the ability of the Libraries to acquire and access information supporting the students' curriculum and the faculty's research programs will be limited and enhancements to the University Libraries programs will be delayed unless other sources of funding are found.

Previous requests for Library Resource Fees were based upon the need for funds to support acquisition of library materials as inflation rose above library budget increases. The costs of library materials continue to rise, but students also require more access to advanced technology and electronic resources. The Library Resource Fee will allow the library to support acquisition of library materials and expand the number of computer workstations and the number of electronic databases available to the students.

President Boren recommended the Board of Regents approve the changes in fees for 1998-99 and authorize their submission to the Oklahoma State Regents for Higher Education.

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

POSTHUMOUS DEGREE - NORMAN CAMPUS

Alvin Wendell Magraff, a graduate student majoring in Journalism and Mass Communication, died of an extended illness in September 1997. Since arriving at The University of Oklahoma to pursue a master's degree in journalism in the fall of 1995, his work had been outstanding. The faculty and Director of the H. H. Herbert School of Journalism and Mass Communication, the Dean of the College of Arts and Sciences, the Dean of the Graduate College, and the Senior Vice President and Provost support the awarding of a posthumous degree to Mr. Magraff.

In accordance with Oklahoma State Regents for Higher Education policy, a posthumous degree may be awarded to recognize the meritorious but incomplete work of a student who is deceased, generally during the last semester of work. Upon the approval of The University of Oklahoma Board of Regents, the request to award a posthumous degree to Mr. Magraff will be forwarded to the Oklahoma State Regents for Higher Education for final action.

President Boren recommended the Board of Regents approve the awarding of a Posthumous Master of Arts in Journalism and Mass Communication degree to Alvin Magraff.

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

PROPOSALS, CONTRACTS, AND GRANTS

In accord with Regents' policy, 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 was included in the agenda. Comparative data for fiscal years 1994 through 1997, and 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.

President Boren recommended the Board of Regents ratify the awards and/or modifications for July and August 1997 as submitted.

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

UPGRADE TO SUPERCOMPUTER - NORMAN CAMPUS

The Environmental Computing Application Systems (ECAS), which brought the first supercomputer to an institution of higher education in Oklahoma, is a collaborative effort among 14 faculty in OU's Colleges of Geosciences, Engineering, and Arts and Sciences and has been used with tremendous success. Since it began operation in early 1996, the ECAS Workstation Classroom has been the site of nine graduate and undergraduate courses, and some 166 active users are now being supported on research projects spanning several disciplines. Further, the ECAS has leveraged additional research funding for the University, including a major three-year research and development project with American Airlines (which has strong potential for commercialization) and a three-year, \$3 million grant from the U.S. Navy. The ECAS is completely self-sufficient, with maintenance costs funded through a sustenance fee assessed to all users.

The demands on the ECAS Cray J90 continue to increase through a number of initiatives. All of these initiatives are dependent upon high-performance computing and the present J90 configuration is not sufficient to ensure their success or continued growth. An Executive Summary was included in the agenda.

This upgrade of additional memory and processors must be compatible with the supercomputer and is a sole source purchase from Silicon Graphics, the only manufacturer of this equipment. Silicon Graphics is giving a 50% discount through October 31, 1997 as a promotional upgrade price. Once ordered, the upgrade will be installed within a month, and ongoing maintenance and cost will be folded into the existing ECAS cost recovery structure.

The purchase of the upgrade will be funded as follows:

122-7414	Center for Analysis and Prediction of Storms (CAPS)	\$ 52,100.00
122-7474	Center for Analysis and Prediction of Storms (CAPS)	15,007.50
125-5513	Meteorology	75,000.00
125-5577	Oklahoma State Regents	50,000.00
186-7322	Research Administration	58,000.00
		<u>\$250,107.50</u>

President Boren recommended the Board of Regents approve the award of a purchase order to Silicon Graphics in the amount of \$250,107.50 for an upgrade to the Cray J90 Supercomputer.

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

APPOINTMENT OF BOND COUNSEL AND FINANCIAL ADVISOR

Multiple Facility Revenue Bond.

At their April 1997 meeting, The University of Oklahoma Board of Regents authorized the University administration to propose a concurrent resolution to the Oklahoma Legislature allowing the issuance of revenue bonds for the construction, renovation, remodeling, and expansion of various University facilities and the refunding of the Student Facilities System Revenue Bonds, Series 1979. The result was Concurrent Resolution 18 that was adopted by the Senate on May 19, 1997 and by the House of Representatives on May 20, 1997.

Utility Bond.

An energy conservation audit of major Norman Campus buildings and a study of the Norman Campus utility system (power, chilled water and steam production and distribution) for the Norman Campus are being conducted. These efforts are expected to result in a project to enhance campus energy efficiency and expand current system capability to accommodate future demands. The issuance of bonds may be required to finance all or part of projects which result. If it is thought that bond funding is appropriate, the University administration will propose to the Board of Regents a concurrent resolution to the Oklahoma Legislature in 1998, allowing issuance of the bonds based upon the recommendations resulting from the audit.

A Bond Counsel and a Financial Advisor are needed to assist with the projects described. If the Utility Bond is deemed appropriate, it would benefit the University to have continuity in its relationship with the Bond Counsel and Financial Advisor by using the same ones for it as for the Multiple Facility Bond. Thus, the Request for Proposal (RFP) was for both projects.

An RFP for Bond Counsel was distributed to 19 firms identified by the State Bond Advisor as experienced in the issuance of bonds by higher education institutions. The RFP for Financial Advisor was distributed to 27 firms thought to provide Financial Advisor services to higher education institutions. The responses were reviewed and evaluated by a team consisting of Kurt Ockershauser, Associate Chief Legal Counsel, John Moore, Controller, and Steve Mack, Director of Purchasing. The results of this evaluation and the recommendations of the evaluation team are as follows:

I. BOND COUNSEL

Proposals were received from the following firms:

Floyd Law Firm
Norman

Fagin, Brown, Bush, Tinney, & Kiser
Oklahoma City

These firms are the two most experienced in the State in providing bond counsel services to higher education institutions. Evaluation of the proposals submitted by these firms was based upon the following criteria:

- General response to RFP
- Experience and performance
- Fees and expenses

The evaluation team concluded that both of these firms met or exceeded all criteria contained in the RFP and either firm would provide excellent bond counsel service to the University. Therefore, the determining criterion was the following fees and expenses proposed by each firm.

	<u>Floyd Law Firm</u>	<u>Fagin, Brown, Bush, et al.</u>
Multiple Facility Project:		
Fee	\$ 6,950	\$ 8,500
Expenses	<u>1,000</u>	<u>1,000</u>
Total	\$ 7,950	\$ 9,500
Utility Project:		
Fee	\$ 6,950	\$ 6,500
Expenses	<u>1,000</u>	<u>1,000</u>
Total	<u>\$ 7,950</u>	<u>\$ 7,500</u>
Total Both Projects	\$15,900	\$17,000

Payment of the fee will occur only upon the successful closing of the bonds for each project.

II. FINANCIAL ADVISOR

Proposals were received from the following firms:

Banc One Capital Corporation Oklahoma City	Governmental Finance of Oklahoma, Inc. (GFO) Norman
MarChristopher & Company, Inc. Oklahoma City	Municipal Finance Services, Inc. Edmond
Leo Oppenheim Oklahoma City	T. J. Thompson & Associates Oklahoma City
UMB Bank Kansas City, Missouri	

The results of the evaluation team's review were included in the agenda and are attached hereto as Exhibit C. While fees were heavily weighted (27%), they were not necessarily the overriding criterion. Two firms (MarChristopher and UMB Bank) proposed lower fees than the recommended firm (GFO).

- MarChristopher proposed a fee of \$30 less than GFO's. However, they did not have the preferred experience with public higher education revenue bond issues in Oklahoma which is seen as important to these projects.

- UMB Bank had a \$500 lower fee than GFO. However, the real overall cost could be considerably higher. They were evaluated considerably lower than GFO (485 points vs. 522 points) due to the following:

- Their response did not address all the requirements in the RFP.
- Individuals to be assigned to work with the University have lesser qualifications.
- They have less experience in tax exempt competitive issues in Oklahoma.
- An incomplete statement of understanding of the project indicates that the firm does not understand all the steps involved in the issuance of tax exempt revenue bonds in Oklahoma for public higher education institutions.
- The UMB Bank employee to be designated as the primary contact is officed in Kansas City, Missouri. This would increase the University's out-of-pocket cost for long distance tolls (voice and fax) and priority mailing of bond documents plus add an unnecessary degree of complexity to the scheduling of the many meetings required of the Bond Counsel, the Financial Advisor, and the University's administration during the projects.

Payment of the fee will occur only upon the successful closing of the bonds for each project.

In addition to distribution of the RFP as described, a request was also made to the Oklahoma Development Finance Authority (ODFA) to determine the possible benefits to the University of handling the proposed Multiple Facility Bond issue through the ODFA. The ODFA responded with a proposal to serve as the conduit for the issuance of this debt. The ODFA proposal was reviewed and discussed with the State Bond Advisor and compared to a University issued revenue bond. It was determined that the ODFA proposal would require the University to (1) borrow slightly more to yield the same amount for the projects, (2) incur more closing costs (e.g., Underwriter's discount, credit enhancement costs, and costs of issuance), and (3) over the term of the debt pay approximately \$429,000 more in interest expense and fees.

III. THE NEXT STEP - PREPARATION OF THE PRELIMINARY OFFICIAL STATEMENT AND PLAN OF FINANCING

- Preparation of the preliminary Official Statement (OS) will be coordinated by the Financial Advisor with direction and input of the University administration and input from the Bond Counsel.
- The preliminary OS will be submitted to the Oklahoma State Regents for Higher Education and Legislative and Executive Oversight Commissions for approval.
- The Plan of Financing will include a market analysis by the Financial Advisor to determine if bonds should be sold competitively or on a negotiated basis. If the recommendation is to sell the bonds on a negotiated basis, the University administration will issue an RFP for an Underwriter and bring a recommendation to the Board of Regents for approval.

President Boren recommended the Board of Regents:

- I. Appoint Floyd Law Firm to provide Bond Counsel services for the issuance of bonds to finance the projects described at a cost of \$7,950 for each project.
- II. Appoint Governmental Finance of Oklahoma, Inc. to provide Financial Advisor services for the issuance of bonds to finance the projects described at a cost of \$5,000 for each project.
- III. Authorize the University's administration to prepare the preliminary Official Statement for the Multiple Facility Revenue Bond and to submit it to the Oklahoma State Regents for Higher Education and the Legislative and Executive Bond Oversight Commissions for approval.

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

LEASE OF HIGH VOLUME DIGITAL NETWORK DUPLICATOR - NORMAN CAMPUS

The high volume copy/duplicating division of University Printing Services has experienced a substantial increase in production volume. The volume of the two copy centers located on campus for the 12-month period October 1995 through September 1996 was 14,123,472 copies compared to the 19,313,292 copies for the 12-month period October 1996 through September 1997, an increase of 5,190,520 copies (37%). The current machines are exceeding recommended maximum production volume.

Lease of the DocuTech will allow the center to better meet the volume increase and technology upgrades to meet customer demands and needs such as the following:

- Serve as a printer which may be accessed by anyone connected to the network
- Serve as a scanner and digital storage unit for producing documents on demand allowing department to free up inventory space and reduce funds needed for expensive inventories and equipment
- Save departments as much as .01 to .02 cents per copy by allowing the copy centers the production capacity to pick up approximately 500,000 copies per month being produced off campus

Invitations to Bid were sent to three firms.

Responses were received from Xerox Corporation and Danka. Danka submitted a no bid response. The response from Xerox Corporation was evaluated by John Sarantakos, Administrator, Printing, Mailing and Document Production Services, Steve McKinzey, Superintendent, Printing Plant, and Dorothy Armstrong, Senior Buyer, Purchasing Department. The committee recommends the lease based on the following criteria:

- Capability of the bidder to deliver
- Maintenance of equipment with prompt service
- Cost of the lease
- Maintenance cost

The lease of this system will be funded by University Printing Services account 134-7309.

President Boren recommended the Board of Regents approve the award of a purchase order for a DocuTech duplicator to Xerox Corporation in an amount not to exceed \$454,989.92 for a three-year lease which may be canceled at the end of each fiscal year if funds are not available.

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

PURCHASE OF DELIVERY VEHICLES - NORMAN CAMPUS

All of the Cushman vehicles being used on campus are over 10 years old and have been fully depreciated; many need to be replaced. This purchase is the beginning of a complete replacement plan. Of the 14 vehicles purchased as a result of this agenda item, 12 will be for Physical Plant use, one for Office Systems use, and one for Central Mail use.

In January 1997, the Physical Plant reduced its daily-use vehicle fleet by 31 vehicles (over 20 percent). Part of the reduction plan was to use Cushman delivery vehicles in lieu of those larger vehicles which were eliminated. Further, the plan was to replace the aging single-seat Cushman vehicles with two-seat Cushman vehicles to better suit the altered needs of the Physical Plant as a result of its vehicle reduction plan.

Interested vendors furnished vehicles to be evaluated by the Physical Plant and other University personnel. It was determined that the best vehicle for our use is the Cushman. The results of the evaluation were utilized in the development of the specifications for the invitations to bid.

Invitations to Bid were issued to eight vendors. The following three vendors responded:

<u>Company</u>	<u>Response</u>
Harley Equipment Company Oklahoma City	\$139,132.00
House of Kawasaki/Suzuki Oklahoma City	\$145,146.96
E-Z Go Golf Cars Oklahoma City	No Bid

An evaluation of the bids was conducted by individuals from Motor Pool and Purchasing Departments as follows:

Pamela Scott, Fleet Administrator, Motor Pool
Darrell McClure, Garage Foreman, Motor Pool
Clarence Griffin, Buyer, Purchasing Department

It was determined that the bid submitted by Harley Equipment Company met the requirements specified and was the low bid. Funds for this purchase will be provided from the University Motor Pool account.

President Boren recommended the Board of Regents approve award of a purchase order to Harley Equipment Company in the approximate amount of \$139,132 for the purchase of 14 Cushman delivery vehicles for The University of Oklahoma Motor Pool.

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

PURCHASE OF CHILLER - NORMAN CAMPUS

The central air conditioning system for the 48 major buildings of the Norman Campus has two 3,000 ton air conditioning units (chillers) and three 1,000 ton units for a total cooling capacity of 9,000 tons. During peak load times (hot August days, for example), cooling needs are approximately 6,000 tons. Typically, a chilled water plant should have a reserve capacity of at least its largest single chiller which, in our case, is currently 3,000 tons. We have exactly that reserve capacity and through and including the 1997 cooling season this has been sufficient for normal and reasonably foreseeable abnormal operations.

Completion of Catlett Phase II, the Barry Switzer Center, and the Oklahoma Memorial Union west side addition will increase the total peak load in 1998 from 6,000 tons of cooling to approximately 6,800 tons. In addition to the projected 6,800 ton peak load, a 3,000 ton redundancy is required for a total 9,800 ton cooling equipment requirement - 800 more than can currently be provided. Replacing one of the old 1,000 ton chillers with a 2,000 ton will increase capacity to 10,000 tons allowing us to maintain an appropriate reserve capacity in 1998 and a while beyond, even after current and future continuing construction is complete.

Frankfurt, Short, and Bruza (FSB) recently conducted an in-depth study of the campus chilled water system. Taking into consideration the chiller emergency in August 1997 (along with many other factors) they recommended immediately replacing one of the existing 1,000 ton chillers with a 2,000 ton machine to meet the expected 1998 summer load. (They also recommended that in the next five years the two remaining 1,000 ton chillers be replaced with two new 2,000 ton machines.)

Prices to furnish and deliver one centrifugal water chiller for installation in Chilled Water Plant #1 were requested from four companies. The responses were evaluated by a team with members from Physical Plant, (Bill Henwood, Director; Gary Ward, Deputy Director; Don Carter, Interim Manager, Engineering; and Scott Davis, Interim Manager, Power Plant), and were included in the agenda.

York's response had the second lowest cost, but advantages of York over Carrier on other factors led to this recommendation to purchase the York Chiller. They are summarized as follows:

1. **Durability.** York has thicker walled heat transfer tubes than the Carrier machine. This lessens the chance of a failure similar to the recent experience with #5 chiller.
2. **Refrigerant.** York has a built-in refrigerant storage and pump down system which is superior to Carrier's.

- 3. Compressor Drive. The York machine is more adaptable to possible future refits than the Carrier machine.
- 4. Ease of Maintenance. York has an open drive machine and Carrier does not. Open drives are much easier to troubleshoot and maintain and are less expensive to repair.

The chiller will be purchased using Physical Plant funds.

President Boren recommended the Board of Regents approve the award of a purchase order in an amount not to exceed \$305,422 to York International c/o R. B. Akins Company to provide one approximately 2,000 ton centrifugal water chiller for installation in Chilled Water Plant #1.

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

ROOF INSPECTION AND REPORTING SERVICES - NORMAN CAMPUS

There is a need to renovate, repair or replace several roofs on Norman Campus buildings. The Physical Plant intends to formulate a five-year plan which prioritizes this work based upon condition/urgency of repair and cost. To aid in developing this plan, vendors were solicited to offer services to inspect and report on the conditions of a number of building roofs as described.

An RFP was sent to five vendors. An evaluation committee with representatives from Physical Plant (Gary Ward, Deputy Director; Don Carter, Interim Manager, Engineering; Eddy Jones, Manager, Building Maintenance Trades; and Bob Summers, Project Coordinator) and Purchasing (George Horn, Senior Buyer) evaluated the proposals using the following criteria:

- 1. Cost
- 2. Company/Individual staff experience on similar jobs
- 3. Thoroughness of proposal
- 4. Customer references
- 5. Company history and financial stability

Evaluation results for the two responding companies were as follows (maximum of 400 points):

<u>Vendor</u>	<u>Points</u>	<u>Norman Campus</u>	<u>Biological Station</u>	<u>Research Park</u>	<u>Total</u>
Tremco Service Corporation Beachwood, Ohio	385	\$ 87,450	\$ 4,820	\$10,800	\$103,070
Environmental Roofing System Oklahoma City	291	\$101,013	\$12,639	\$10,500	\$124,152

The project will be funded from Physical Plant and University Research Park accounts.

President Boren recommended the Board of Regents approve the award of a one-year contract in an amount not to exceed \$103,070 to Tremco Service Corporation for roof inspection and reporting services work as specified.

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

CATE CENTER ADDITION FOR THE HONORS COLLEGE

At the May 1997 meeting of the Board, the Cate Center Addition for the Honors College project was approved as a part of the overall Campus Master Plan of Capital Projects for the Norman Campus. This project involves the renovation and addition of space to Cate Center Dormitory No. 5 (Honors House) to provide student computer labs and seminar rooms, faculty offices, and an administrative suite for the newly created Honors College. The preliminary estimate of the total cost for the project is approximately \$2,000,000. Funds for the project are to be provided from the sale of FY98 Multiple Facility Revenue Bonds.

The consultant will provide an initial planning and space use study including development of an estimate of construction costs. When the study is completed, the consultant will be authorized to proceed with schematic design, design development, and construction documents, as appropriate.

The interview committee evaluated the firms on the basis of the criteria presented on the following evaluation summary.

	<u>Lotti Krishan & Short, Inc.</u>	<u>Bockus Payne Associates Architects</u>	<u>Thomas Davis Architects + Planners, P.C.</u>	<u>Locke Wright Pruitt & Brown, P.C.</u>	<u>Gary Sparks Companies</u>
Acceptability of Design	95	91	81	59	48
Quality of Engineering	87	79	81	43	53
Adherence to Cost Limits	47	43	41	31	31
Adherence to Time Limits	46	44	46	29	25
Volume of Changes	46	44	39	38	38
Stability of Firm	46	45	39	38	40
Total Points	<u>367</u>	<u>346</u>	<u>327</u>	<u>238</u>	<u>235</u>

The committee rated the firms from highest to lowest as follows:

1. Lotti Krishan & Short, Inc., Tulsa
2. Bockus, Payne & Associates Architect, Oklahoma City
3. Thomas Davis Architects + Planners, P.C., Edmond
4. Locke Wright Pruitt & Brown, P.C., Oklahoma City
5. Gary Sparks Companies, Tulsa

The interview committee was composed of the following people:

- David G. Stapleton, Assistant Director, Architectural and Engineering Services, Chair
- Steven M. Gillon, Dean, Honors College
- Carolyn S. Morgan, Associate Dean, Honors College
- Nicholas S. Hathaway, Vice President for Executive Affairs
- Gary L. Ward, Deputy Director, Physical Plant
- Michael K. Moorman, Director, Architectural and Engineering Services (non-voting)

President Boren recommended the Board of Regents:

- I. Rank in the order presented the architectural firms which are under consideration to provide professional service required for the Cate Center Addition for the Honors College project;
- II. Authorize the University administration to negotiate the terms of an agreement and a fee starting with the highest ranked firm; and
- III. Authorize the President or his designee to execute the consultant agreement.

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

HOUSING FACILITIES LIFE SAFETY IMPROVEMENTS - NORMAN CAMPUS

At the May 1997 meeting of the Board, the Housing Facilities Life Safety Improvements project was approved as a part of the overall Campus Master Plan of Capital Projects for the Norman Campus. This project involves installation of fire suppression and detection systems and other safety renovations in University Housing facilities. The project includes the installation of smoke detectors, addressable fire detection systems, sprinkler systems, and additional fire extinguishers, and minor renovations to emergency exit ways. The preliminary estimate of the total cost for the project is approximately \$2,400,000. Funds for the project are to be provided from proceeds from the sale of FY 98 Multiple Facility Revenue Bonds.

The consultant will provide an initial feasibility study including development of an estimate of construction costs. When the feasibility study is completed, the consultant will be authorized to proceed with schematic design, design development, and construction documents, as appropriate.

The interview committee evaluated the firms on the basis of the criteria presented on the evaluation summary as follows:

	<u>Elliott + Associates Architects</u>	<u>Hite-Culver Associates</u>	<u>Lotti Krishan & Short, Inc.</u>	<u>The Alpha Group</u>	<u>Gary Sparks Companies</u>
Acceptability of Design	52	46	48	34	22
Quality of Engineering	50	50	48	32	32

Adherence to Cost Limits	26	28	25	17	17
Adherence to Time Limits	26	26	24	19	16
Volume of Changes	27	27	23	17	15
Stability of Firm	<u>26</u>	<u>27</u>	<u>23</u>	<u>17</u>	<u>17</u>
Total Points	<u>207</u>	<u>204</u>	<u>191</u>	<u>136</u>	<u>119</u>

The Committee rated the firms from highest to lowest as follows:

1. Elliott + Associates Architects, Oklahoma City
2. Hite-Culver Associates, Oklahoma City
3. Lotti Krishan and Short, Inc., Tulsa
4. The Alpha Group, Oklahoma City
5. Gary Sparks Companies, Tulsa

The interview committee was composed of the following people:

- R. David Nordyke, Staff Architect, Architectural and Engineering Services, Chair
- Michael R. Montgomery, Coordinator of Occupational and Environmental Safety Services, Physical Plant
- David F. Schrage, Director, University Housing and Food Service
- Wilton L. Berry, Associate Campus Architect, Architectural and Engineering Services, HSC (non-voting)

President Boren recommended the Board of Regents:

- I. Rank in the order presented the architectural firms which are under consideration to provide professional service required for the Housing Facilities Life Safety Improvements project:
- II. Authorize the University administration to negotiate the terms of an agreement and a fee starting with the highest ranked firm: and
- III. Authorize the President or his designee to execute the consultant agreement.

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

LANDSCAPE BUILDING - NORMAN CAMPUS

To enhance the area around the Lloyd Noble Center and install a new illuminated marquis to promote and highlight events to be held at the University, it was determined by the administration that South Campus Building 138 should be demolished. This concrete block building, which is located at the east edge of the Lloyd Noble Center parking lot near Jenkins Avenue, has housed the Landscape Department's South Campus headquarters.

I. NEW BUILDING FOR LANDSCAPE DEPARTMENT

It is proposed that a new facility be constructed for use by the Landscape Department. The new building will be constructed adjacent to the Landscape Department Greenhouses located on the South Campus, allowing the Landscape Department to consolidate its South Campus facilities in one area. The pre-engineered metal building will contain approximately 2,400 gross square feet of space and include a storage area for hand tools and secure storage of landscape vehicles, a supervisor's work area, a restroom, and other support space.

The total budget for this project is \$280,000 and includes construction of the new facility; asbestos abatement and demolition of the existing building, which will be accomplished by separate contract; professional fees; and other University costs. This project is to be funded from the Affinity Card account.

II. ADDITION OF THE PROJECT TO THE CAMPUS MASTER PLAN

III. AWARD A CONTRACT

The construction project was advertised and bids were received from seven bidders. The bids have been evaluated by the project architect (Miles Associates) and representatives of the University administration (Randall Lacewell, Director, Landscape and Grounds Department; Michael Moorman, Director, Architectural and Engineering Services, and Thomas Knotts, Project Coordinator, Architectural and Engineering Services). A complete tabulation of the bids received was included in the agenda.

It was recommended that a contract be awarded to Ben Hayes Construction, Inc. of Washington, Oklahoma as follows:

Base Bid	\$139,356
Alternate No. 3, Fiberglass Reinforced Plastic Panels	2,757
Alternate No. 4, Concrete Paving	12,944
Alternate No. 5, Chain Link Fencing and Gates	<u>5,109</u>
Total Proposed Contract Amount	\$160,076

IV. SIGN THE AGREEMENT FOR CONSTRUCTION AND ALL NECESSARY CHANGE ORDERS TO THE AGREEMENT FOR CONSTRUCTION

President Boren recommended the Board of Regents:

- I. Approve a project to construct a new building for use by the University's Landscape Department with a total project budget of \$280,000;
- II. Authorize the addition of the project to the Campus Master Plan of Capital Improvements Projects for the Norman Campus;
- III. Award a contract for construction in the amount of \$160,076 to Ben Hayes Construction, Inc., the low bidder; and
- IV. Authorize the President or his designee to sign the Agreement for Construction and all necessary change orders to the Agreement for Construction.

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

SARKEYS ENERGY CENTER ROOF REPLACEMENT

At the May 1997 meeting of the Board, the Facility Renovation, Repair and Life Safety Improvements project was approved as a part of the overall Campus Master Plan of Capital Projects for the Norman Campus. The replacement of the Sarkeys Energy Center roof, with a preliminary estimated cost of \$1,500,000, was included as a part of this project. The EDPM roofing system at the Sarkeys Energy Center was installed in late 1985 and has begun to fail. The general contractor and subcontractor who performed the work are no longer in business and cannot assist the University, and the roof warranty provided for the materials is no longer valid. The parent company, American Hydrotech, is no longer in business, due in part to other similar roofing failures.

The project involves the removal and replacement of approximately 80,000 gross square feet of roofing and includes plaza areas, walkways, landscape beds and turf areas. Funds for the project are to be provided from proceeds from the sale of FY98 Multiple Facility Revenue Bonds.

The consultant will provide an initial feasibility study including development of an estimate of construction costs. When the feasibility study is completed, the consultant will be authorized to proceed with schematic design, design development, and construction documents, as appropriate.

The interview committee evaluated the firms on the basis of the criteria presented on the evaluation summary as follows:

	<u>Architects In Partnership in Association with Price Consulting, Inc.</u>	<u>The Benham Group</u>	<u>Roof Consultants</u>	<u>Thomas Davis Architects + Planners, P.C.</u>	<u>Stubblefield and Associates, Inc.</u>
Acceptability of Design	71	62	58	56	45
Quality of Engineering	70	58	58	51	44
Adherence to Cost Limits	33	28	25	26	24
Adherence to Time Limits	35	27	26	28	23
Volume of Changes	31	29	26	25	23
Stability of Firm	<u>32</u>	<u>34</u>	<u>26</u>	<u>29</u>	<u>21</u>
Total Points	272	238	219	215	180

The Committee rated the firms from highest to lowest as follows.

1. Architects In Partnership in Association with Price Consulting, Inc., Norman
2. The Benham Group, Oklahoma City

3. Roof Consultants, Tulsa
4. Thomas Davis Architects + Planners, P.C., Edmond
5. Stubblefield and Associates, Inc., Norman

The interview committee was composed of the following people:

- C. Thomas Knotts, Project Coordinator, Architectural and Engineering Services, Chair
- W. D. Gertsch, Associate Vice President for Research and Director, Sarkeys Energy Center
- William T. Henwood, Director, Physical Plant
- Randall M. Lacewell, Director, Landscape and Grounds Department
- David G. Stapleton, Assistant Director, Architectural and Engineering Services (non-voting)

President Boren recommended the Board of Regents:

- I. Rank in the order presented below the architectural firms which are under consideration to provide professional service required for the Sarkeys Energy Center Roof Replacement project;
- II. Authorize the University administration to negotiate the terms of an agreement and a fee starting with the highest ranked firm; and
- III. Authorize the President or his designee to execute the consultant agreement.

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

MAX WESTHEIMER AIRPORT RUNWAY AND TAXIWAY PRESERVATION PROJECT

At the January 1996 meeting, the Board of Regents accepted the Max Westheimer Airport Master Plan Update as the guide for future development and improvement of the airport. The plan calls for the retention of the present runway layout, along with recommendations for taxiway improvements and site development improvements which will be required to accommodate predicted aviation and non-aviation growth.

At the September 1996 meeting, the Board of Regents approved a series of the highest priority projects for Max Westheimer Airport. The Board also approved the solicitation and acceptance of Federal Aviation Administration and Oklahoma Aeronautics Commission grants to aid in funding the projects. This project, among the high priority projects which were identified at that time, includes routing and cleaning cracks and joints, application of a seal coat, and marking Runway 17/35 and Taxiway H.

In July 1997, the Board of Regents authorized the administration to receive bids, to award a contract to the lowest and best bidder, and to execute the Agreement for Construction, subject to receipt of a grant from the Oklahoma Aeronautics Commission. A report to the Board on the results of the bidding and the contract award was to be provided at a future meeting. At that time, the total project budget was estimated to be \$200,000.

Unit price bids were received from three bidders. The summary results (based on estimated quantities) are as follows:

<u>Bidder</u>	<u>Base Proposal</u>	<u>Alternate No. 1</u>	<u>Alternate No. 2</u>
Tri-City Seal Company, Inc. Tuttle, Oklahoma	\$ 82,544	\$4,470	\$60,385
Vantage Construction, Inc. Oklahoma City	121,689	8,936	74,560
Merritt Sealing Co., Inc. Oklahoma City	129,370	8,600	72,387

The bids have been evaluated by George Hargett, University Research Park Administrator, and Thomas Knotts, Project Coordinator, Architectural and Engineering Services. A contract in the amount of \$117,349 will be executed with Tri-City Seal, Inc., the company which provided the lowest and best bid. The contract award is summarized as follows:

Base Proposal	\$ 82,544
Less: Seal Coat	(27,200)
Alternate No. 1 - Overrun Area	4,470
Less: Seal Coat	(2,850)
Alternate No. 2 - Rubberized Coal-Tar Pitch Emulsion Seal	<u>60,385</u>
Total Contract Amount	\$117,349

On September 11, 1997, the Oklahoma Aeronautics Commission Board met and approved a grant in the amount of \$96,920 for the project. This amount equals 80 percent of the reduced project budget of \$121,149. The funding for this project is as follows:

Oklahoma Aeronautics Commission grant	\$ 96,920
Max Westheimer Airport auxiliary funds	<u>24,229</u>
Total Funds	\$121,149

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

QUARTERLY REPORT OF PURCHASES

Current Board of Regents' policy requires that all purchase obligations over \$100,000, and all purchases between \$75,000 and \$100,000 that are not awarded to the lowest competitive bidder be referred to the Board of Regents for approval. In addition to these purchase approvals by the Board, there is a Quarterly Report to the Board summarizing all awarded purchases between \$35,000 and \$100,000 which is provided to the Board of Regents as an Information Item. The Quarterly Reports for the Norman Campus and Health Sciences Center Campus for the period July 1, 1997 through September 30, 1997 were included in the agenda for information. No action was required.

INTERNAL AUDITING ACTIVITIES, THE UNIVERSITY OF OKLAHOMA

During the quarter ended September 30, 1997, 12 audits were completed for the Norman Campus and the Health Sciences Center. A listing of these audits is found below. Copies of the audit reports were filed with the vice president and the department responsible for the activity audited, the President's Office, and the Regents' Office.

Within the completed audits, there were 11 recommendations to improve transaction documentation; 64 recommendations to improve policy and procedure documentation; 4 recommendations to prepare financial evaluations or analyses or to improve a computation; 93 recommendations to improve policies, procedures, processes, or controls; 5 recommendations to improve financial reporting or systems, 4 recommendations to implement training; and 4 recommendations to correct legal issues. There was one issue of significance reported during the quarter that resulted from a lack of attention to adequate oversight of the Health Sciences Center Nuclear Pharmacy. Management has agreed to address all the recommendations contained in the audit reports.

New Reports Issued:

Norman Campus

- Irreplaceable Assets
- Oklahoma Geological Survey
- Administrative Affairs Administrative Office
- Billing and Collection Systems
- College of Engineering
- Imprest and Change Funds
- Academic Administration

Health Sciences Center

- Irreplaceable Assets
- Academic Administration
- Billing and Collection Systems
- Educational Support Services
- Nuclear Pharmacy

In addition to the audits completed by Internal Auditing this quarter, four post-audit reviews were conducted. All recommendations except two had been implemented. Internal Auditing will perform an additional follow-up in University Housing - Food Services to address the two recommendations that had not been implemented.

Post-Audit Reviews:

Norman Campus

- KGOU-FM Radio Station
- University Housing - Food Services
- Parking & Transit Services

Health Sciences Center

- Organized Outpatient Clinics

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

ACADEMIC PERSONNEL ACTIONS

Health Sciences Center:

LEAVES OF ABSENCE:

Puls, Jane, Clinical Assistant Professor of Pediatrics, short term disability leave of absence with pay, September 14, 1997 through February 28, 1998.

Rossavik, Ivar K., Professor of Obstetrics and Gynecology, leave of absence without pay, October 1, 1997 through June 30, 1998.

APPOINTMENTS OR REAPPOINTMENTS:

Loftus, Christopher M., M.D., Professor of Neurosurgery and Chair, Department of Neurosurgery, annual rate of \$150,000 for 12 months (\$12,500.00 per month), December 1, 1997 through June 30, 1998.

Jarvis, James N., M.D., Clinical Associate Professor of Pediatrics, annual rate of \$75,000 for 12 months (\$6,250.00 per month), August 1, 1997 through June 30, 1998.

Acheson, Evelyn, Assistant Professor of Nursing, annual rate of \$39,900 for 12 months (\$3,800.00 per month), August 18, 1997 through June 30, 1998.

Connaughton, Benedict, D.M.D., Assistant Professor of Oral and Maxillofacial Surgery, College of Dentistry, and Adjunct Assistant Professor of Surgery, College of Medicine, annual rate of \$60,000 for 12 months (\$5,000.00 per month), January 1, 1998 through June 30, 1998.

Brown, Donald C., M.D., Clinical Instructor in Obstetrics and Gynecology, annual rate of \$17,250 for 12 months (\$1,437.50 per month), .20 time, August 1, 1997 through June 30, 1998.

CHANGES:

Belzer, John, title changed from Education Specialist II, Graduate College, to Clinical Assistant Professor of Medicine and of Geriatrics; salary changed from annual rate of \$47,551 for 12 months (\$3,962.58 per month) to annual rate of \$49,454 for 12 months (\$4,121.18 per month), October 1, 1997 through June 30, 1998. Changed from Professional Staff to Academic.

Crow, Sheila, Assistant Research Professor, Department of Pediatrics, salary changed from annual rate of \$35,000 for 12 months (\$2,916.65 per month) to annual rate of \$40,000 for 12 months (\$3,750.00 per month), October 1, 1997 through June 30, 1998. Budget correction.

Fossey, Mark D., Clinical Associate Professor of Internal Medicine, Tulsa; title changed from Clinical Associate Professor to Associate Professor of Psychiatry and Behavioral Sciences, Tulsa; salary changed from without remuneration to annual rate of \$87,500 for 12 months (\$7,291.67 per month), October 1, 1997 through June 30, 1998.

Hines, Robert F., Clinical Instructor in Orthopedic Surgery, salary changed from without remuneration to annual rate of \$5,750 for 12 months (\$479.16 per month), .07 time, September 1, 1997 through June 30, 1998.

Houck, Jr., John R., Gore Professor of Otorhinolaryngology and Associate Professor of Otorhinolaryngology, salary changed from annual rate of \$86,717 for 12 months (\$7,226.42 per month) to annual rate of \$121,547 for 12 months (\$10,128.92 per month), July 1, 1997 through June 30, 1998. Budget correction - Increase paid by VA Medical Center.

Johnson, Gary A., Assistant Professor of Obstetrics and Gynecology, salary changed from annual rate of \$61,200 for 12 months (\$5,099.99 per month) to annual rate of \$61,445 for 12 months (\$5,120.39 per month), October 1, 1997 through June 30, 1998. Increase on grant.

MacFarlane, Deborah F., Assistant Professor of Dermatology, salary changed from annual rate of \$85,000 for 12 months (\$7,083.33 per month) to annual rate of \$101,693 for 12 months (\$8,474.42 per month), September 1, 1997 through June 30, 1998. Increase in salary paid by VA Medical Center.

Medina, Jesus E., Professor and Chair of Otorhinolaryngology and Paul and Ruth Jonas Chair in Oncology, Department of Otorhinolaryngology, salary changed from annual rate of \$91,722 for 12 months (\$7,643.50 per month) to annual rate of \$129,762 for 12 months (\$10,813.50 per month), July 1, 1997. Correction of budget - increase paid by VA Medical Center.

Meyer, William H., Professor of Pediatrics and Ben Johnson Chair in Pediatric Cancer Research; appointed Professor of Pediatrics with tenure, August 1, 1997.

Schaefer, Carl F., Associate Professor of Research, Center for American Indian Health Research, College of Public Health; given additional title Interim Deputy Director, Center for American Indian Health Research, College of Public Health, August 1, 1997.

Thies, Roger, Professor of Physiology; title changed from Adjunct Associate Professor to Adjunct Professor of Pharmacology and Toxicology, August 18, 1997.

Tkach, Thomas K., Clinical Instructor in Orthopedic Surgery, salary changed from without remuneration to annual rate of \$11,500 for 12 months (\$958.33 per month), .12 time, September 1, 1997 through June 30, 1998.

Vincent, Robert D., title changed from Adjunct Assistant Professor to Adjunct Associate Professor of Health Promotion Sciences, salary changed from without remuneration to annual rate of \$84,238 for 12 months (\$7,019.84 per month), October 1, 1997 through June 30, 1998.

Walker, Joan L., Associate Professor of Obstetrics and Gynecology, salary changed from annual rate of \$65,972 for 12 months (\$5,497.70 per month) to annual rate of \$66,772 for 12 months (\$5,564.34 per month), October 1, 1997. Increase on grant.

Waters, Victor O., title changed from Clinical Assistant Professor to Assistant Professor of Anesthesiology, July 1, 1997 through June 30, 1998. Correction of title for 1997-98 budget only.

RESIGNATIONS AND/OR TERMINATIONS:

Chandrasekaran, Suresh, Instructor in Medicine, July 1, 1997.

Curtis, Jane, Clinical Assistant Professor of Family and Preventive Medicine, September 30, 1997 (with accrued vacation through November 14, 1997).

Gillum, Paul S., Assistant Professor of Dermatology and Adjunct Assistant Professor of Pathology, August 29, 1997 (with accrued vacation through September 12, 1997).

Liguori, Rosemary, Assistant Professor of Nursing, January 1, 1998.

Lynch, Onita, Assistant Professor of Communication Sciences and Disorders, August 31, 1997.

Rigual, Valerie, Assistant Professor of Anesthesiology, October 10, 1997 (with accrued vacation through October 13, 1997).

Sigler, Kala, Clinical Assistant Professor of Pediatrics, October 31, 1997.

RETIREMENT:

June Schmele, Associate Professor of Nursing, January 1, 1998 (with accrued vacation through January 31, 1998); named Professor Emeritus of Nursing.

Norman Campus:

LEAVES OF ABSENCE:

Hill, Larry B., Professor of Political Science, sabbatical leave of absence with half pay, August 16, 1997 through May 15, 1998, postponed until spring 1998.

Knippenberg, Stephen, Professor of Law, leave of absence without pay, August 16, 1997 through December 31, 1997. To teach at the University of Illinois College of Law.

Maute, Judith, Professor of Law, leave of absence without pay, January 1, 1998 through May 15, 1998. To visit the University of Cincinnati College of Law for spring semester 1998.

Saunders, Kevin, Professor of Law, leave of absence without pay, August 16, 1997 through May 15, 1998. To teach at Drake University as the James Madison Chair in Constitution Law and Director of the Constitutional Law Resource Center.

APPOINTMENTS OR REAPPOINTMENTS:

Gruenwald, Hermann, reappointed Visiting Associate Professor of Architecture and of Civil Engineering and Environmental Science, salary remains at annual rate of \$48,000 for 9 months (\$5,333.33 per month), September 1, 1997 through May 15, 1998.

Sutter, Daniel S., reappointed Visiting Assistant Professor of Economics, salary remains at annual rate of \$40,000 for 9 months (\$4,444.45 per month), August 16, 1997 through May 15, 1998.

Everett, Linda W., Adjunct Assistant Professor of Educational Leadership and Policy Studies, annual rate of \$18,900 for 9 months (\$2,100.00 per month), .25 time, August 16, 1997 through December 31, 1997.

Ellis, Stephen E., Adjunct Instructor in Economics, annual rate of \$8,000 for 9 months (\$888.89 per month), .25 time, August 16, 1997 through December 31, 1997.

Lin, Rong, reappointed Research Associate in Chemistry and Biochemistry, salary remains at annual rate of \$20,004 for 12 months (\$1,667.00 per month), .50 time, September 1, 1997 through December 31, 1997. Paid from grant funds; subject to availability of funds.

Portis, Diane M., reappointed Research Associate, Cooperative Institute for Mesoscale Meteorological Studies, salary remains at annual rate of \$33,935 for 12 months (\$2,827.91 per month), .75 time, August 24, 1997 through December 31, 1997. Paid from grant funds; subject to availability of funds.

Torres, Sebastian M., reappointed Research Associate, Cooperative Institute for Mesoscale Meteorological Studies, salary remains at annual rate of \$42,000 for 12 months (\$3,500.00 per month), October 1, 1997 through June 30, 1998. Paid from grant funds; subject to availability of funds.

Fang, Xiao-Ming, reappointed Research Associate in Physics and Astronomy, salary remains at annual rate of \$30,000 for 12 months (\$2,500.00 per month), .75 time, January 1, 1998 through July 31, 1998. Paid from grant funds; subject to availability of funds.

CHANGES:

Cole, Douglas R., Visiting Associate Professor of Law, salary changed from annual rate of \$55,000 for 9 months (\$6,111.11 per month) to annual rate of \$59,000 for 9 months (\$6,555.56 per month), October 1, 1997 through May 15, 1998. Increase per agreement at hiring.

Cole, Sarah R., Visiting Associate Professor of Law, salary changed from annual rate of \$57,000 for 9 months (\$6,333.33 per month) to annual rate of \$61,000 for 9 months (\$6,777.78 per month), October 1, 1997 through May 15, 1998. Increase per agreement at hiring.

Harvey, Craig, title changed from Acting Assistant Professor to Assistant Professor of Industrial Engineering, salary changed from annual rate of \$45,000 for 9 months (\$5,000.00 per month) to annual rate of \$49,000 for 9 months (\$5,444.44 per month), September 12, 1997 through May 15, 1998.

Harvey, Michael G., Puterbaugh Chair in American Enterprise, Professor of International Business Policy, and Associates Leadership Fellow; title Director of Management, deleted, salary changed from annual rate of \$139,306 for 12 months (\$11,608.82 per month) to annual rate of \$110,084 for 9 months (\$12,231.56 per month), August 25, 1997; salary changed to annual rate of \$116,589 for 9 months (\$12,954.33 per month), October 1, 1997.

Henderson, George, Dean, College of Liberal Studies, David Ross Boyd Professor of Human Relations, S. N. Goldman Professor, and Regents' Professor; salary changed from annual rate of \$121,166 for 12 months (\$10,097.16 per month) to annual rate of \$135,000 for 12 months (\$11,250.00 per month), November 1, 1997. Equity increase.

Laird, Susan S., Associate Professor of Educational Leadership and Policy Studies and of Women's Studies; title corrected from Adjunct Associate Professor to Associate Professor of Human Relations, July 1, 1997. Correction of previous action.

Langenbach, Michael, Professor of Educational Leadership and Policy Studies and Associate Dean of Teacher Education, College of Education, salary changed from annual rate of \$84,500 for 12 months (\$6,666.67 per month) to annual rate of \$85,920 for 12 months (\$7,160.00 per month), October 1, 1997. Budget correction.

Laspisa, Ronald J., Visiting Associate Professor of Electrical Engineering, salary changed from annual rate of \$42,000 for 9 months (\$4,666.66 per month) to annual rate of \$44,100 for 9 months (\$4,900.00 per month), October 1, 1997 through May 15, 1998. Budget increase.

Newman, Jody L., Associate Professor of Educational Psychology; title Chair, Department of Educational Psychology, deleted; salary changed from annual rate of \$59,094 for 12 months (\$4,924.50 per month) to annual rate of \$48,350 for 9 months (\$5,372.22 per month), July 1, 1997. Teaching summer school 7-1-97 through 7-31-97. To be off payroll August 1, 1997 through August 15, 1997.

Perkins, Edward J., William J. Crowe, Jr. Chair in Geopolitics and Professor of Political Science; title changed from Interim Executive Director to Executive Director, International Program Center, November 1, 1997.

Pitstick, Gerald M., reappointed Adjunct Assistant Professor of Electrical Engineering, salary changed from annual rate of \$30,400 for 9 months (\$3,377.78 per month), .79 time, to annual rate of \$20,800 for 9 months (\$2,311.12 per month), .50 time, August 16, 1997 through December 31, 1997. Paid from grant funds; subject to availability of funds.

Pulat, Pakize S., Professor of Industrial Engineering and Interim Director, School of Industrial Engineering, salary changed from annual rate of \$85,029 for 12 months (\$7,085.72 per month) to annual rate of \$86,010 for 12 months (\$7,167.47 per month), August 1, 1997; salary changed to annual rate of \$95,822 for 12 months (\$7,985.14 per month), October 1, 1997 through June 30, 1998. To correct salary and include budget increase while serving as Interim Director.

Richardson, Robert E., Professor of Law; given additional title Associate Dean, External Affairs, College of Law, salary changed from annual rate of \$108,646 for 9 months (\$12,071.77 per month) to annual rate of \$117,534 for 9 months (\$13,059.33 per month), October 1, 1997.

Richardson, Scott J., Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annual rate of \$20,140 for 12 months (\$1,678.34 per month), .50 time, to annual rate of \$10,070 for 12 months (\$839.17 per month), .25 time, October 1, 1997 through February 28, 1998. Paid from grant funds; subject to availability of funds.

Robertson, Lindsay G., Visiting Associate Professor of Law, salary changed from annual rate of \$57,000 for 9 months (\$6,333.33 per month) to annual rate of \$61,000 for 9 months (\$6,777.78 per month), October 1, 1997 through May 15, 1998. Increase as agreed upon at hiring.

Sankowski, Edward, Professor of Philosophy; given additional title Faculty Administrative Fellow, Provost's Office, August 16, 1997 through May 15, 1998.

Scott, Jr., Thurman E., reappointed Senior Research Associate, Energy Center Director's Office, salary changed from annual rate of \$47,614 for 12 months (\$3,967.83 per month) to annual rate of \$49,995 for 12 months (\$4,166.25 per month), July 1, 1997 through December 31, 1997. Paid from grant funds; subject to availability of funds.

Smith, Robert B., Professor of Law; Associate Dean, College of Law; Associate Director, Law Center; and Director, Center for Legal Research and Writing; salary changed from annual rate of \$99,297 for 12 months (\$8,274.75 per month) to annual rate of \$109,964 for 12 months (\$9,163.67 per month), October 1, 1997. Budget correction.

Van Horn, Richard L., President Emeritus; Regents' Professor; Clarence E. Page Professor of Aviation and Aerospace Studies; Professor of Business Administration; given additional title Interim Director, Division of Management, September 12, 1997.

White, Luther, Professor of Mathematics, salary temporarily changed from annual rate of \$74,413 for 9 months (\$8,268.11 per month) to annual rate of \$92,305 for 9 months (\$10,256.11 per month), August 16, 1997 through December 31, 1997; will return to annual salary of \$77,131 for 9 months, January 1, 1998. Temporary increase due to grant.

Wrona, Monika, reappointed Adjunct Assistant Professor of Chemistry and Biochemistry and Co-Principal Investigator, Department of Chemistry and Biochemistry, salary changed from annual rate of \$42,570 for 12 months (\$3,547.53 per month) to annual rate of \$44,699 for 12 months (\$3,724.90 per month), September 1, 1997 through August 31, 1998. Paid from grant funds; subject to availability of funds

RESIGNATIONS AND/OR TERMINATIONS:

Hassig, Debra H., Assistant Professor of Modern Languages, Literatures, and Linguistics, December 31, 1997.

Sachidananda, M., Visiting Senior Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, October 31, 1997.

RETIREMENT:

Galura, Rosario P., Assistant Professor of Bibliography and Cataloger, University Libraries, December 31, 1997.

President Boren recommended the Board of Regents approve the academic personnel actions shown above.

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

President Boren reported the following deaths:

Miller, Thomas M., Professor Emeritus of Psychology, died on October 20, 1997.

Resco, Richard, Associate Professor of Mathematics, died on September 29, 1997.

ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

Health Sciences Center

APPOINTMENTS OR REAPPOINTMENTS:

Marshall, Kevin, Senior Systems Analyst, Department of Information Technology, annual rate of \$65,000 for 12 months (\$5,416.67 per month), September 8, 1997. Professional Staff.

Vinson, Nancy L., Nurse Clinician, Department of Medicine, annual rate of \$50,000 for 12 months (\$4,166.67 per month), September 8, 1997. Professional Staff.

CHANGES:

Baker, Melinda, title changed from Clinic Nursing Supervisor to Oncology Services Coordinator, Department of Internal Medicine, Tulsa, salary changed from annual rate of \$38,465 for 12 months (\$3,205.45 per month) to annual rate of \$40,000 for 12 months (\$3,333.33 per month), September 1, 1997. Professional Staff.

Birdwell, Pamela, Director, Quality Improvement and Utilization Management, University Physician's Medical Group Executive Office, salary changed from annual rate of \$52,285 for 12 months (\$4,357.08 per month) to annual rate of \$54,900 for 12 months (\$4,574.94 per month), October 1, 1997. Probationary increase.

Fraim, Pam, title changed from Administrative Coordinator to Clinics Administrator, Department of Pediatrics, salary changed from annual rate of \$39,109 for 12 months (\$3,259.08 per month) to annual rate of \$44,329 for 12 months (\$3,694.08 per month), September 1, 1997. Professional Staff.

Yadack, Alberta S., Clinical Trials Coordinator, Department of Obstetrics and Gynecology, salary changed from annual rate of \$40,950 for 12 months (\$3,412.50 per month) to annual rate of \$42,549 for 12 months (\$3,549.00 per month), October 1, 1997. Budget increase.

RESIGNATIONS AND/OR TERMINATIONS:

Egert, Eric E., Physicians Assistant II, Department of Medicine, September 17, 1997 (with accrued vacation through October 8, 1997).

Goudeau, Maurice D., Clinician Assistant II, Department of Medicine, September 26, 1997 (with accrued vacation through November 18, 1997.)

Osburn, Janice C., Director, Financial Aid, September 30, 1997 (with accrued vacation through October 17, 1997).

Roberts, Wes, Manager, Computer Resources, Department of Information Technology, resignation date changed from August 22, 1997 to September 30, 1997 (with vacation paid through October 30, 1997).

RETIREMENT:

Winston, Alonzo L., Manager, Appropriations Accounting, Office of Financial Services, September 30, 1997 (with accrued vacation through December 1, 1997).

Norman Campus:

APPOINTMENTS OR REAPPOINTMENTS:

Cates, Carla L., reappointed Manager, Administration and Operations, Energy Center Director's Office, salary remains at annual rate of \$41,986 for 12 months (\$3,498.83 per month), September 1, 1997 through December 31, 1997. Managerial Staff. Paid from grant funds; subject to availability of funds.

Coberg, Richard, Program Director, College of Liberal Studies, annual rate of \$64,000 for 12 months (\$5,333.33 per month), .75 time, September 15, 1997 through June 30, 1998. Professional Staff. Paid from grant funds; subject to availability of funds.

Cruickshank, Donald J., reappointed Manager, Network Services, Energy Center Director's Office, salary remains at annual rate of \$46,776 for 12 months (\$3,898.00 per month), September 1, 1997 through December 31, 1997. Managerial Staff. Paid from grant funds; subject to availability of funds.

Jacobs, Theodore K., Program Director, Division of Petroleum Land Management, annual rate of \$42,000 for 12 months (\$3,500.00 per month), October 1, 1997 through June 30, 1998. Professional Staff.

Jenkins, M. Alan, Assistant Director, Sutton Avian Research Center, Oklahoma Biological Survey, annual rate of \$55,000 for 12 months (\$4,583.33 per month), October 1, 1997 through June 30, 1998. Administrative Staff.

Sherrod, Steve K., Executive Director, Sutton Avian Research Center, Oklahoma Biological Survey, annual rate of \$75,000 for 12 months (\$6,250.00 per month), October 1, 1997 through June 30, 1998. Administrative Staff.

Thompson, John L., Senior Software Engineer, Cooperative Institute for Mesoscale Meteorological Studies, annual rate of \$54,996 for 12 months (\$4,583.00 per month), September 8, 1997 through December 31, 1997. Professional Staff. Paid from grant funds; subject to availability of funds.

White, James D., reappointed Assistant Director, Advanced Center for Genome Technology, Department of Chemistry and Biochemistry, salary remains at annual rate of \$65,000 for 12 months (\$5,416.66 per month), October 1, 1997 through December 31, 1997. Administrative Staff. Paid from grant funds; subject to availability of funds.

Wiedenfeld, David A., Assistant Director, Sutton Avian Research Center, Oklahoma Biological Survey, annual rate of \$43,000 for 12 months (\$3,583.33 per month), October 1, 1997 through June 30, 1998. Administrative Staff.

CHANGES:

Ball, Ruth Ann, title changed from Professional Development Coordinator, Department of Instructional Leadership and Academic Curriculum, to Senior Program Development Specialist, National Resource Center for Youth Services, College of Continuing Education, Tulsa; salary remains at annual rate of \$40,425 for 12 months (\$3,368.75 per month), September 8, 1997 through June 30, 1998. Professional Staff. Paid from grant funds; subject to availability of funds.

Burton, Paul W., Associate Director of Housing, Office of Residence Life, salary changed from annual rate of \$59,844 for 12 months (\$4,987.00 per month) to annual rate of \$60,844 for 12 months (\$5,070.33 per month), September 1, 1997. Paid \$1,000 annually for increased duties.

Glenn, Sherry C., Coordinator, Undergraduate Advising Program, College of Engineering, salary changed from annual rate of \$39,242 for 12 months (\$3,270.17 per month) to annual rate of \$41,809 for 12 months (\$3,484.08 per month), October 1, 1997 through June 30, 1998. Budget correction.

Grissom, Joe E., title changed from Manager, Remote Terminal Support, to Interim Assistant Director, University Computing Services, July 1, 1997 through June 30, 1998. Managerial Staff.

Gurney, Gerald S., title changed from Assistant Athletic Director to Associate Athletic Director of Academic Affairs, Athletic Department, October 1, 1997. Administrative Staff.

Hughes, Timothy W., reappointed Manager, Technical Projects, Oklahoma Climatological Survey, salary changed from annual rate of \$22,068 for 12 months (\$1,839.03 per month), .50 time, to annual rate of \$44,137 for 12 months (\$3,678.05 per month), October 1, 1997 through June 30, 1998.

Kenton, Stephen M., reappointed Senior Systems Support Programmer, Department of Chemistry and Biochemistry, salary changed from annual rate of \$50,000 for 12 months (\$4,166.67 per month) to annual rate of \$52,500 for 12 months (\$4,375.00 per month), October 1, 1997 through January 31, 1998. Professional Staff. Paid from grant funds; subject to availability of funds.

Kwiatkowski, John T., title changed from Senior Applications Support Programmer to Manager, Technical Projects, Environmental Computing Applications System, salary changed from annual rate of \$36,624 for 12 months (\$3,052.00 per month) to annual rate of \$44,000 for 12 months (\$3,666.67 per month), September 15, 1997 through June 30, 1998. Changed from Professional Staff to Managerial Staff.

McDowell, Eunice C., title corrected from College Development Director to College Programs Director, School of Social Work, July 1, 1997; salary changed from annual rate of \$47,250 for 12 months (\$3,937.50 per month) to annual rate of \$49,615 for 12 months (\$4,134.59 per month), October 1, 1997 through June 30, 1998. Administrative Staff. Correction of previous action. Incorrect title provided on previous paperwork. Paid from grant funds; subject to availability of funds.

Nordyke, Rex D., promoted from Staff Architect to Senior Staff Architect, Architectural and Engineering Services, salary increased from annual rate of \$47,090 for 12 months (\$3,924.16 per month) to annual rate of \$49,000 for 12 months (\$4,083.33 per month), October 1, 1997. Professional Staff.

Odom, Tommy, promoted from Interim Coordinator, Environmental Systems, to Manager, Environmental Systems, Physical Plant; salary changed from \$18.95 per hour (annual rate of \$39,416) to annual rate of \$43,000 for 12 months (\$3,583.33 per month), October 1, 1997. Changed from Hourly to Managerial Staff.

Pettibone, Gerald E., title changed from Assistant Director to Associate Director of Athletics, Athletic Department, October 1, 1997. Administrative Staff.

Purcell, Chris A., Executive Secretary of the Board of Regents, Secretary of The University of Oklahoma and Cameron University, Adjunct Assistant Professor of Human Relations and of Educational Leadership and Policy Studies, salary changed from annual rate of \$95,510 for 12 months (\$7,959.17 per month) to annual rate of \$100,763 for 12 months (\$8,396.92 per month), October 1, 1997. Executive Officer. Budget correction.

Sacco, Janis C., Senior Program Development Specialist, Oklahoma Museum of Natural History, salary changed from annual rate of \$38,400 for 12 months (\$3,200.00 per month) to annual rate of \$40,320 for 12 months (\$3,360.00 per month), October 1, 1997 through June 30, 1999. Budget increase. Paid from grant funds; subject to availability of funds.

Simmons, Mendell L., reappointed Academic Counselor, Project Threshold, salary changed from annual rate of \$44,600 for 12 months (\$3,716.67 per month), to annual rate of \$48,600 for 12 months (\$4,050.00 per month), September 1, 1997 through August 31, 1998. Professional Staff. Paid from grant funds; subject to availability of funds.

Skaggs, Gary A., Manager, Network Services, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annual rate of \$39,379 for 12 months (\$3,281.59 per month) to annual rate of \$42,799 for 12 months (\$3,566.59 per month), October 1, 1997 through December 31, 1997. Budget increase. Paid from grant funds; subject to availability of funds.

Spelman, Rick J., title changed from Marketing and Public Relations Specialist to Assistant Athletic Director for Marketing and Promotions, Athletic Department, October 1, 1997. Changed from Professional Staff to Administrative Staff.

Stroud, Clarke A., Assistant Director, University Housing and Food Service, and Oklahoma Memorial Union Administrator, salary changed from annual rate of \$50,845 for 12 months (\$4,237.08 per month) to annual rate of \$51,845 for 12 months (\$4,320.42 per month), September 1, 1997 through June 30, 1998. Increase while serving as Oklahoma Memorial Union Administrator.

RESIGNATIONS AND/OR TERMINATIONS:

Atchley, Jeffery M., Senior Systems Support Programmer, Engineering Computer Network, October 31, 1997.

October 28, 1997

25688

Ellis, Thomas M., Special Assistant to Vice President for Administrative Affairs, Office of Administrative Affairs, September 30, 1997.

Fan, Ming, Software Engineer, Cooperative Institute for Mesoscale Meteorological Studies, September 30, 1997.

President Boren recommended the Board of Regents approve the administrative and professional personnel actions shown above.

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

PURCHASE OF PROPERTY - NORMAN CAMPUS LITIGATION

Regent Lewis moved the Board meet in executive session for the purpose of discussing the acquisition of property and pending or possible litigation. The following voted yes on the motion: Regents Hall, Halverstadt, Lewis, Noble, and Blankenship. The Chair declared the motion unanimously approved.

The executive session began at 3:03 p.m. in the same location with all Regents present except Regent Siegfried. The meeting reconvened in regular session at 3:47 p.m.

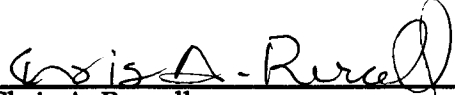
PURCHASE OF PROPERTY - NORMAN CAMPUS

The purchase of this property meets the Regents' policy for Acquisition of Property. Funds for the purchase of the property will be provided by the Real Estate account.

President Boren recommended the Board of Regents approve authority to purchase property described as 437 West Boyd at a price not to exceed \$199,950.

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

There being no further business, the meeting adjourned at 3:50 p.m.


Chris A. Purcell
Executive Secretary of the Board of Regents

List of Special Fee Requests: Norman Campus

EXHIBIT A

COURSE FEE REQUESTS, FY 99--UNIVERSITY OF OKLAHOMA

COLLEGE	(Current)	ADDITIONS	DELETIONS	INCREASES	DECREASES
ARCHITECTURE	166	0	0	0	0
ARTS & SCIENCES	354	8	1	38	1
BUSINESS	0	0	0	0	0
CONTINUING ED	12	0	0	0	0
EDUCATION	21	0	0	2	3
ENGINEERING	105	1	3	1	0
FINE ARTS	240	0	0	0	0
GEOSCIENCES	153	2	0	6	0
INTL. PROGRAMS	3	0	0	0	0
HONORS	1	0	0	0	0
LAW	1	0	0	0	0
PROVOST DIRECT	1	0	0	0	0
UNIVERSITY COLLEGE	19	0	0	2	0
TOTAL	1076	11	4	49	4

I. COURSE FEE MODIFICATIONS, FY 99
 B. CLASSROOM AND LABORATORY SUPPLIES

COLLEGE	DEPT	COURSE	FY 98 FEE	FEE CRITERIA	FY 99 REQUEST
A&S	BOT	5293	15.00	B	25.00
		X/LIST MBIO, ZOO			
A&S	BOT	5364	50.00	B	60.00
		X/LIST MBIO, ZOO			
A&S	HSS	5843	15.00	B	DELETE
		X/LIST I E			
A&S	MBIO	5293	15.00	B	25.00
		X/LIST BOT, ZOO			
A&S	MBIO	5364	50.00	B	60.00
		X/LIST BOT, ZOO			
A&S	ML&L	3000	25.00	B	30.00
A&S	CHIN	1115	12.50	B	15.00
A&S	CHIN	1225	12.50	B	15.00
A&S	CHIN	2113	8.00	B	10.00
A&S	FR	1115	12.50	B	15.00
A&S	FR	1225	12.50	B	15.00
A&S	FR	1235	12.50	B	15.00
A&S	FR	2113	8.00	B	10.00
A&S	FR	2223	8.00	B	10.00
A&S	FR	4313	5.00	B	10.00
A&S	FR	4323	5.00	B	10.00
A&S	GERM	1115	12.50	B	15.00
A&S	GERM	1225	12.50	B	15.00
A&S	GERM	2113	8.00	B	10.00
A&S	GERM	2223	8.00	B	10.00
A&S	JAPN	1115	12.50	B	15.00
A&S	JAPN	1225	12.50	B	15.00
A&S	JAPN	2113	8.00	B	10.00
A&S	JAPN	2223	8.00	B	10.00
A&S	RUSS	1115	12.50	B	15.00
A&S	RUSS	1225	12.50	B	15.00
A&S	RUSS	2113	8.00	B	10.00
A&S	RUSS	2223	8.00	B	10.00
A&S	RUSS	2323	8.00	B	10.00
A&S	SPAN	1115	12.50	B	15.00
A&S	SPAN	1225	12.50	B	15.00
A&S	SPAN	2523	8.00	B	10.00
A&S	ZOO	5293	15.00	B	25.00
		X/LIST BOT, MBIO			
A&S	ZOO	5364	50.00	B	60.00
		X/LIST BOT, MBIO			

I. COURSE FEE MODIFICATIONS, FY 99
 B. CLASSROOM AND LABORATORY SUPPLIES

October 28, 1997

COLLEGE	DEPT	COURSE	FY 98 FEE	FEE CRITERIA	FY 99 REQUEST
EDUC	EDPY	5910	5.00	B	25.00
EDUC	EDPY	6913*	5.00	B	25.00
		*Counseling Psychology Practicum I			
		*Counseling Psychology Practicum II			
EDUC	EIPT	3043	30.00	B	15.00
EDUC	EIPT	3133	30.00	B	15.00
ENGR	C E	5244	15.00	B	25.00
ENGR	I E	4833	20.00	B	DELETE
ENGR	I E	5833	20.00	B	DELETE
ENGR	I E	5843	15.00	B	DELETE
		X/LIST HSS			
GEOS	METR	1004	10.00	B	20.00
GEOS	METR	1014	10.00	B	20.00
GEOS	METR	2413	20.00	B	25.00
GEOS	METR	2603	10.00	B	15.00
GEOS	METR	4424	25.00	B	40.00
GEOS	METR	5303	20.00	B	30.00

C. FACILITIES AND EQUIPMENT UTILIZATION

COLLEGE	DEPT	COURSE	FY 98 FEE	FEE CRITERIA	FY 99 REQUEST
A&S	BOT	5374	50.00	C	60.00
		X/IST MBIO, ZOO			
A&S	HSS	4833	15.00	C	25.00
A&S	HSS	5833	15.00	C	25.00
A&S	LIS	6513	40.00	C	20.00
		XLIST EIPT			
A&S	MBIO	5374	50.00	C	60.00
		X/LIST BOT, ZOO			
A&S	ZOO	5374	50.00	C	60.00
		X/LIST BOT, MBIO			
EDUC	EIPT	6513	40.00	C	20.00
		XLIST LIS			
UNIV	UCOL	1002	10.00*	C	25.00
		*5.00 per credit hour			
UNIV	UCOL	1022	10.00*	C	25.00
		*5.00 per credit hour.			

II. COURSE FEE ADDITIONS, FY 99

B. CLASSROOM AND LABORATORY SUPPLIES

<u>COLLEGE</u>	<u>DEPT</u>	<u>COURSE</u>	<u>FY 99 REQUEST</u>	<u>FEE CRITERIA</u>
A&S	HIST	1483	4.00	B
A&S	HIST	1483	4.00	B
ENGR	I E	5313	25.00	B
GEOS	METR	1111	15.00	B
GEOS	METR	4233	15.00	B

C. FACILITIES AND EQUIPMENT UTILIZATION

<u>COLLEGE</u>	<u>DEPT</u>	<u>COURSE</u>	<u>FY 99 REQUEST</u>	<u>FEE CRITERIA</u>
A&S	ANTH	1113	5.00	C
A&S	ANTH	2203	5.00	C
A&S	ANTH	2613	5.00	C
A&S	CHIN	2223	10.00	C
A&S	JAPN	3990	10.00	C
A&S	SPAN	3423	10.00	C

III. TECHNOLOGY SERVICES FEE.

(PER CREDIT HOUR UNLESS SPECIFIED OTHERWISE)

<u>COLLEGE</u>	<u>FY 98 CHARGE</u>	<u>FY 99 REQUEST</u>
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TECHNOLOGY SERVICES FEE JUSTIFICATIONS ATTACHED)

GEO SCIENCES	\$0.00	\$3.00
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TECHNOLOGY SERVICES FEE – PER CREDIT HOUR

EXHIBIT B

<u>College</u>	<u>Current</u>	<u>Requested</u>	<u>Statutory Limit</u>
Geosciences	0	\$3.00	Cost of Service

JUSTIFICATION:

The Technology Services Fee for the College of Geosciences will be used for development and maintenance of Web-based classroom and laboratory instruction for students.

The College of Geosciences has invested heavily over the past two years in establishing its Amoco Multimedia Facility, which provides faculty and instructors with resources to develop and incorporate multimedia technology into their courses. The facility is being used in an increasing number of courses to develop lecture and lab materials. Student materials are being provided through the existing instructional computer laboratories in the College academic units and, increasingly, via the Word Wide Web over the College network and Internet.

The College anticipates accelerating, rapid growth in the use of the Web as a medium to deliver instructional materials to students, and sees this as the new instructional paradigm. The current (old) paradigm calls for academic units to provide student laboratories containing dedicated computers that hold or provide access to educational materials. Indeed, all of the Geosciences' units have such labs.

In the new paradigm, the students will possess their own computers, in many cases, laptop portables. They will use these to gain on-line access to instructional materials, e-mail, interactive discussion groups, etc. They will have network access from their dorm or via dial-up line from their apartment, but will need a location on-campus where they can connect their computers to the network. We propose to offer this through a new 'student network access laboratory' which will be co-located with the Amoco Multimedia Facility on the 10th floor of the Sarkeys Energy Center. The laboratory will have stations where students can connect portable computers to the College's network. The laboratory will provide basic output devices such as a network printer and plotter.

Additional student services through this multimedia Web facility will be developed with student input and direction. One possible service would enable Geosciences students to develop individual professional Web pages, designed to document and highlight their academic and professional accomplishments while at OU. These professional Web pages could be effective recruitment and job search tools.

The \$3.00 per credit hour Technology Services Fee will be used to purchase, maintain, and upgrade as necessary the Geosciences network server, Web pages, network access lab, and network connections. The fee will also support a media specialist and a student system programmer to assist in the development and offering of student materials in Geosciences courses.

Financial justification for proposing this \$3.00 per credit hour course special fee is based on the College's long experience of the cost of maintaining, upgrading, and replacing network servers and connections. The proposed College-wide course fee would provide part of the funding necessary to furnish the net server.

Total estimated costs are:

Hardware:	server	\$19,254	
	printer	\$ 1,480	
	link	<u>\$ 5,920</u>	
	Hardware Purchase Price	\$26,654	
	Equipment maintenance = \$6,000/yr x 3 yr life	<u>\$18,000</u>	
	Total Equipment Purchase & Maintenance	\$44,654 / 3 yrs =	\$14,885/yr
	Connection fees: \$39/month x 12 months		\$ 468/yr
	50% FTE salary for instructor/coordinator of classroom lab		\$15,876/yr
	50% FTE salary for student systems programmer		<u>\$15,000/yr</u>
	Estimated Costs beginning FY98		<u>\$46,229</u>

For the Fall 1998 and Spring 1999 semesters, estimated income from the proposed \$3.00 per credit hour fee is \$45,000, based on the College's current production of approximately 7,500 credit hours per semester.

**FINANCIAL _VISOR
EVALUATION OF RESPONSES TO RFP**

EVALUATION/SELECTION CRITERIA	Points	Name of Firm						
		Governmental Finance of Oklahoma	MarChristopher & Company, Inc.	T. J. Thompson & Associates	UMB Bank	Leo Oppenheim	Municipal Finance Services, Inc.	Banc One Capital Corporation
		Points	Points	Points	Points	Points	Points	Points
General Response to the RFP	110	110	110	110	95	110	110	110
Experience and Performance	250	250	250	250	225	250	250	210
Sub-Total Evaluation/Selection Points	450	360	360	360	320	360	360	320
Fees (Amount of fee)	162 (\$5,000)	162 (\$4,970)	135 (\$9,900)	165 (\$4,500)	121 (\$12,475)	65 (\$22,500)	91 (\$18,000)	
Total Evaluation/Selection Points.	620	522	522	495	485	481	425	411

Oklahoma Firm (Yes/No)	Yes	Yes	Yes	No	Yes	Yes	Yes (1)
Public Higher Education Revenue Bond Experience in State of Oklahoma (Yes/No)	Yes	No	Yes	Yes	Yes	Yes	No

(1) Has a presence in Oklahoma with an Oklahoma contact. Higher education finance expertise will come from Columbus, Ohio.