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THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
DECEMBER 9-10, 1998

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**MINUTES OF A REGULAR MEETING
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
DECEMBER 9-10, 1998**

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 in Norman, Oklahoma on Wednesday, December 9, 1998, beginning at 2:14 p.m.

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

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, and David L. Maloney, 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 2:00 p.m. on December 8, 1998, both as required by 25 O.S. 1981, Section 301-314.

CAMERON UNIVERSITY

REPORT OF THE PRESIDENT OF THE UNIVERSITY

President Davis presented the following report:

New Classroom Technology Demonstrated

Southwest Oklahomans witnessed the latest instructional technology during *Technofair '98: New Technology for the Classroom*, which featured Internet and computer-based programs developed by Cameron faculty and students. The event previewed ways technology is shaping classroom teaching, as well as demonstrated the University's leadership in developing new instructional methods. The event was an idea-sharing forum demonstrating technology's versatility in the classroom, user friendliness and benefits to students, distance learners and job seekers. Among the exhibits were course materials that can be transported to other educational sites via the Internet, online courses for flexible student schedules, cattle embryo research documented in multi-media format for use as a teaching tool, a digital editing system that can quickly and inexpensively customize educational materials and student-developed CD-ROM portfolios designed to help in job searches in the teaching field. The programs were developed through grants and University faculty development funds. Faculty research proposals were disbursed through a competitive process. The event was actually a repeat performance

of an October demonstration for the Oklahoma State Regents for Higher Education to show how Cameron was meeting the recommendations in Technology 2000. The report pinpointed areas where Oklahoma higher education needed to work to better prepare students for careers in the 21st Century.

Higher Education Science Honor

Cameron Physical Science Professor Kurtis Koll has been honored by the Oklahoma Science Teachers' Association as its 1998 Higher Education Professor of the Year. The honor was given during the Association's annual convention held recently in Tulsa. The award is based on service to science education in Oklahoma. Honorees are selected by the Association's Board of Directors.

State Theatre Festival Honors

Cameron's Theatre Arts Department brought back several honors from the Oklahoma State American College Theatre Festival in Tahlequah, where it presented Oscar Wilde's The Importance of Being Earnest. Cameron students Amanda Allen and Brooklin Matthews Green were selected to compete in the Irene Ryan Acting Competition at the upcoming Regional American College Theatre Festival. Shalla Droke received a playwriting award for her original script, Meth, which was presented as a staged reading at the Festival. Other departmental honors included outstanding sound design, outstanding costume design and execution and outstanding makeup design. Each year, more than 900 productions and 18,000 students nationwide participate in the American College Theatre Festival series.

Evening Business Services for Spring Enrollees

Cameron's Office of Student Affairs, recognizing the dilemma facing students who hold full-time jobs, will extend selected student services until 6:30 p.m. in the period leading up to the Spring 1999 semester. A special area in the Shepler Center will allow students to come to a single location for admissions, enrollment, financial assistance needs, paying tuition, obtaining general information, making campus ID cards, and obtaining parking permits.

Texas Research Conference Presentations

Two Cameron undergraduate students won honors for presentations in agriculture and natural science made at the Fifth Annual West Texas A&M University Student Research Conference. The event provides opportunities for students to share mutual research interests with their peers. The conference this year hosted 110 presenters from 24 southwestern colleges and universities.

Campus Radio Station a Hit with Internet Surfers

A Cameron website showcasing the lyrics to nearly 100 holiday tunes has proven to be a huge hit among Internet surfers. The website, designed by KCCU-FM staff member Mike Leal and his family, has been visited more

than 75,000 times since it went online November 16. Since December 1, the site has been accessed more than 2,200 times daily. Internet users from more than 100 different countries, including Canada, Colombia, Egypt, Estonia, Hong Kong, Kuwait, New Zealand, Portugal, Singapore and Thailand, have visited the Christmas page. The website is part of KCCU's 10th annual Christmas Music Festival featuring daily holiday music.

Volleyball Squad Snares Lone Star Crown and Individual Honors

The Cameron Lady Aggies capped a record-setting 1998 volleyball season with a victory over West Texas A&M to capture the Lone Star Conference title. The achievement earned the team a trip to the NCAA regional tournament, where they eventually lost to Regis College, which swept the competition to qualify for the national tournament. The squad strung together 22 consecutive victories to open the season and finished with an impressive 29-3 record. Cameron finished the season ranked fourth regionally and 24th nationally in NCAA Division II. Coach Kim Vison was selected as the north division's Coach of the Year. Sharlene Marschall took north division Player of the Year honors, was selected first team all-conference and first-team all region (a first for Cameron in volleyball), and was named to the all-tournament team. Luz Fernandez and Lora Spencer were named first team LSC all-conference, while Megan Carter was second team all-conference. Hillary Baggett was named MVP of the conference tournament.

Cameron Teams Garner National Rankings

Cameron's golf team wound up fall competition ranked second nationally among Division II teams. The women's tennis team earned a 27th place national ranking this fall, and the men's tennis team ended fall competition ranked 30th in the nation. Some 270 to 320 Division II institutions sponsor teams in these three sports.

Cameron Professor Gary Huckabay gave a presentation on a Website he created called "Prostate Pointers" which has received national recognition.

AUDIT REPORT FOR FISCAL YEAR ENDING JUNE 30, 1998

The accounting firm of Stanfield and O'Dell, Lawton, has completed the annual audit of Cameron University for the fiscal year ending June 30, 1998. The report of the auditor and responses of the management of Cameron University accompanied this agenda item.

President Davis recommended the Board of Regents accept the audit report for fiscal year ending June 30, 1998 prepared by the accounting firm of Stanfield & O'Dell.

Regent Siegfried stated the Regents' Audit Committee has reviewed with the auditors all of the financial statements and is in agreement with the audit. There are no major issues and the Committee recommends to the Board its approval.

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

QUARTERLY REPORT ON 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 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, 1998 through September 30, 1998:

<u>ITEM</u>	<u>DEPARTMENT</u>	<u>VENDOR</u>	<u>AMOUNT</u>
Computers	Computer Services	Gateway 2000	\$ 40,320.00
Subscription Service	Library	EBSCO Subscription	\$147,591.12
Licensing Fee	Math	Academic Systems Corporation	\$ 39,187.50
Subscription Service	Library	University Microfilms	\$ 71,349.75

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 September 30, 1998. The following comments are submitted for consideration.

ALL FUNDS, CAMERON UNIVERSITY

STATEMENT OF REVENUES AND EXPENDITURES

- At September 30, 1998, revenues for all funds were at \$10.7 million which were 32.4% of the budget.

Expenditures were at \$8.3 million or 22.9% 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

- Revenues - Revenues of \$7.7 million were reported and are 31.6% of the budget. This is comparable to last year's revenue of \$6.9 million and 29.3% of the budget.

Revenues are up due to an increase in State appropriations and receipt of the Southwest Multi-Media Development Grant.

- Expenditures - Expenditures of \$5.5 million are reported at 19.7% of the budget. This is compared to the prior year expenditures of \$5.4 million and 19.9% 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 \$2.2 million were reported at 38.1% of the budget. This is comparable to the prior year revenues of \$1.9 million and 40.4% of the budget.
2. Expenditures - Expenditures of \$2.1 million were reported at 37.2% of the budget. This is comparable to last year's expenditures of \$2.0 million at 42.0% of the budget. Most areas show a slight increase or decrease. These minor fluctuations are in line with expectations.

STATEMENT OF REVENUES 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.

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 \$1,833,780 at September 30, 1998. Adjustments will be 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 \$1,800,000. 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 \$1,521,000.

The Facility Fee Bond Fund has a discretionary reserve of \$381,167. 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, 1998, Internal Auditing conducted audits of Travel, Overhead, the President's Office, and Student Affairs. Copies of the audit reports were filed with the department responsible for the activity audited, the President's Office and the Regents' Office.

There were nine recommendations to improve policy and procedure documentation and six recommendations to improve policies, procedures, processes, or controls. There were no significant issues reported during the quarter. Management has agreed to address all of the recommendations contained in the audit reports.

In addition to the audits, Internal Auditing conducted seven post-audit reviews as follows:

- Office of Public Safety
- Utilities
- Agency Clearing Accounts
- Library
- Auxiliaries Contract Administration
- Student Activities
- School of Science and Technology

There were a total of 28 recommendations that were revisited and all had been implemented or had been adequately addressed.

Mr. Kenneth D. Rowe, Director of Internal Auditing, stated he had nothing to report.

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

LITIGATION

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

EMPLOYMENT OF ARCHITECTURAL AND ENGINEERING CONSULTANTS TO DEVELOP PLANS AND SPECIFICATIONS FOR REPAIRS, REFURBISHMENTS AND IMPROVEMENTS TO THE PHYSICAL SCIENCES BUILDING, HOWELL HALL, AND THE ADMINISTRATION BUILDING, TOGETHER WITH EQUIPMENT AND FURNISHINGS IN THOSE BUILDINGS

House Bill 3065, enacted during the last session of the Oklahoma Legislature, provides a mechanism through which capital construction and repair projects and equipment acquisition can be financed.

Cameron University's proposed allocation of capital funds from the statutory financing program is \$1.2 million. These proceeds will be used to refurbish the Physical Sciences Building which was vacated when the new Sciences Complex was occupied and to make improvements and renovations to Howell Hall and the Administration Building to accommodate relocations of functions to the Physical Sciences Building.

In order to implement these plans, it may be necessary to employ architectural or engineering consultants to develop plans or specifications and perform related construction services in connection with these activities. The regular processes for selecting and employing these consultants should begin as quickly as possible.

President Davis recommended the initiation of the process of selecting architectural and engineering consultants to prepare plans and specifications for repairs, refurbishments and improvements to the Physical Sciences Building, Howell Hall, and the Administration Building, together with equipment and furnishings in those buildings.

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

THE UNIVERSITY OF OKLAHOMA

REPORT OF THE PRESIDENT OF THE UNIVERSITY

President Boren announced the largest single gift for the permanent endowment of gardens and landscaping in the history of The University of Oklahoma. This is a \$700,000 gift to permanently endow the South Oval gardens. It will mean that even in tight budgetary times the uplifting effect of the beauty of these gardens will remain constant for generations. This generous gift was made by Morris R. Pitman of Oklahoma City, a 1932 petroleum engineering alumnus. Mr. Pitman also made a gift of \$300,000 to benefit the College of Fine Arts and Catlett Music Center, allowing us to fully fund the completion of that facility and provide additional scholarship funding as well as other academic support for Fine Arts.

President Boren said gifts such as Morris Pitman's are part of a quiet ongoing process to permanently endow all of the campus gardens so funding will not have to come from the operating budget. The small garden at the end of the North Oval was funded in honor of and to celebrate the 50th Anniversary of the Harold's Stores and to recognize Harold Powell.

The gardens surrounding Evans Hall have been permanently endowed as well as the Engineering gardens, the Boyd House gardens and the area around President Bizzell's statue. There is in excess of \$2,000,000 endowed for gardens and landscaping. Mr. Randy Lacewell, OU's Manager of Landscape and Grounds, was introduced and employees of his department who were in attendance at this meeting were asked to stand and be recognized for the magnificent work they do on campus.

President Boren described, with the aid of enlarged photographs, the floral designs of campus gardens which are the artistry of Allen King of the Landscape Department. He said the Executive Board of the National Chrysanthemum Society came to our campus to see the mum bed designs and that Board thinks this is the finest display in the United States of this particular flower. President Boren presented a framed Resolution of Appreciation to Allen King for his exceptional creativity, outstanding dedication and the design and care of the beautiful, expansive flower beds on the South Oval. His unique designs have incorporated the celebrated traditional regional symbols and made OU a more beautiful place to work, study and live. Mr. King's natural works of art shine as a source of pride for the University community.

RESOLUTION - MORRIS R. PITMAN

WHEREAS, 1932 petroleum engineering alumnus Morris R. Pitman of Oklahoma City with his son Russ Pitman of Houston and daughter Jill Pitman Jones of Oklahoma City have made the largest single gift to endow gardens at The University of Oklahoma;

WHEREAS, this generous \$700,000 gift will endow the beautiful and expansive gardens of OU's South Oval and a new fountain will also be added to the north end of the South Oval gardens;

WHEREAS, generations of OU students will benefit from the generosity of Mr. Pitman and his family, and his gift will ensure that even in times of austerity the OU family will be assured of a place of beauty to inspire us and lift our spirits;

WHEREAS, in addition, Morris Pitman has made a gift of \$300,000 to benefit the College of Fine Arts and the Catlett Music Center;

WHEREAS, he has given generously to many other areas of his alma mater, endowing two faculty positions, one in engineering "to support the high standard of education for which the college is known" and the second in physical therapy in honor of his daughter, a 1959 OU physical therapy graduate;

WHEREAS, Mr. Pitman's strong belief in helping students without adequate financial means to obtain a higher education motivated him to endow scholarship funds in petroleum engineering and physical therapy at OU and a fellowship in architecture and meritorious awards in art, managerial studies and health and physical education at Rice University, where his son graduated;

WHEREAS, OU's Norman Campus was earlier made even more beautiful as a result of his sponsorship of the development of the West Gate and Grove of the Engineers' Court between Carson Engineering Center and historic Felgar Hall;

NOW THEREFORE BE IT RESOLVED that the Regents of The University of Oklahoma express profound appreciation to Morris R. Pitman for his continuing support to enhance the academic resources and the beauty of OU's campus and that the Regents hereby take official action to name the Recital Hall in Catlett Music Center and the gardens of the South Oval in his honor.

President Boren recommended the Board of Regents approve the Resolution honoring Morris R. Pitman.

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

POLICY REGARDING CONFLICTS OF INTEREST - HEALTH SCIENCES CENTER

Federal regulations which require disclosure and management of outside financial interests of personnel funded by the National Science Foundation (NSF) and National Institutes of Health (NIH) became effective October 1, 1995, and institutions were required to meet the specifications of the regulations before NSF and NIH funding could be accepted. The Board of Regents approved the policy under these new requirements for the Health Sciences Center on September 26, 1995. The policy ends 365 days thereafter unless extended by action of the Board. The last approval by the Board was December 9, 1997.

President Boren recommended the Board of Regents extend the effective date to December 1999 of the Policy Regarding Conflicts of Interest for the Health Sciences Center Campus which provides guidelines for identifying and addressing conflicts of interest that may arise in the course of one's University employment.

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

SEARCH COMMITTEE - DEAN, COLLEGE OF DENTISTRY

The Dean of the College of Dentistry, Dr. Russell J. Stratton, announced in May, 1998 that he was resigning to return to the full-time faculty effective June 30, 1999. The Regents' policy regarding the composition of search committees for Deans provides that the committee have faculty, student, and staff representation. Per the policy, "the President of the University shall appoint faculty, student, and staff members from nominations selected from the faculty of the college, the Faculty Senate, Student Association, and Staff Senate. There shall be twice as many nominees as there are positions on the committee".

Chair

Donald A. Welk, Professor and Chair of Restorative Dentistry

Faculty from the College of Dentistry

Thomas Coury, Associate Professor and Chair of Operative Dentistry
Mary Martin, Associate Professor and Chair of Oral Biology
Kevin Avery, Assistant Dean of Student Affairs
Susan Settle, Assistant Professor of Oral Biology
Daniel Dalzell, Assistant Professor and Chair of Developmental Dentistry
Robert Miller, Associate Professor of Restorative Dentistry
Herbert Shillingburg, Professor & Chair of Fixed Prosthodontics

Faculty Senate

Mark Anderson, Professor and Associate Director of Physical Therapy

Staff Senate

Ellen Ware, College of Dentistry

Student Association

Robi Craig, Senior Student

Members from the J. Dean Robertson Society

Krista Jones, President of the Oklahoma County Dental Association
Jerome Miller, Past President of the Oklahoma Dental Association

Member from the Oklahoma Dental Association

Glenn Mead, President

President Boren recommended the Board of Regents approve the appointment of the members of the College of Dentistry Dean Search Committee as noted above.

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

UPGRADE OF HARDWARE AND SOFTWARE OF THE MEDIC INFORMATION SYSTEM FOR THE COLLEGE OF MEDICINE-TULSA

The College of Medicine-Tulsa is in need of an upgrade of the current Medic information system to support its eight clinics. The current hardware, Texas Instruments, is no longer manufactured and is not Y2K compliant. The current Medic software is not Y2K compliant, however, the software can be upgraded. The new proposed hardware and software upgrade will allow the administration to bring all Tulsa clinics onto one platform, will provide a more effective way to handle managed care patients, and will be Y2K compliant.

Request for Proposals for a new information system were sent to 11 vendors. Responses for the system replacement ranged in cost from \$2,514,618 to \$645,042. Because of the large cost to replace the existing system, a decision was made to upgrade the current software at this time. The software will be purchased on a sole source basis since no other vendor can update the Medic system. The hardware will also be purchased from Medic Computing Systems based on the following responses:

Medic Computer Systems, Inc.
Pittsburg, Pennsylvania

\$167,239

Epic Systems Corporation Madison, Wisconsin	\$210,185
Physicians Computer Network, Inc. Morris Plains, New Jersey	\$291,243
Medical Information Management Systems Nashville, Tennessee	\$180,000

Administration requests authorization to issue a purchase order to Medic Computer Systems, Inc. for the purchase of hardware and software for a practice management system for the College of Medicine-Tulsa in the amount of \$347,107, which includes the cost of training, on-going support and maintenance for the first year, and authorize renewal of maintenance and future upgrades as required. Funds will be available from Tulsa clinic accounts.

President Boren recommended the Board of Regents authorize the President or his designee to:

- I. Issue a purchase order to Medic Computer Systems, Inc. for an upgrade of the Medic information system in the amount of \$347,107, which includes software, hardware, the cost of training, on-going support and maintenance for the first year, and
- II. Authorize the renewal of maintenance annually and future upgrades as required.

Regent Halverstadt asked if there is a threshold dollar amount above which the item would come back to this Board for further review. Vice President Lemons responded any expenditure over \$100,000 would come back to the Board for approval.

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

PURCHASE OF TURBINE PUMPS - HSC

At the September 1998 meeting, the Board authorized the purchase of two 1,750 ton chillers as a part of the project to increase chiller capacity and other needed improvements at the Steam and Chilled Water Plant. The improvements include new horizontal splitcase and vertical turbine pumps. The design engineer, Frankfurt Short Bruza Associates, prepared construction documents and bid specifications for the project. Due to time constraints and in order to complete the improvements before the next cooling season, the pumps and other long lead items were released for early separate bids. The pumps are to be furnished by Hambrick-Ferguson, Inc., the successful bidder, and installed by the General Contractor for the Steam and Chilled Water Plant improvements.

The Advertisement to Bid was issued on November 4, 1998. Bids were received on November 18, 1998, and are summarized as follows:

<u>Vendor</u>	<u>Bid Price</u>
Boone and Boone Sales Company Oklahoma City	\$ 94,775
Hambrick-Ferguson, Inc. Oklahoma City	\$ 97,139
Federal Corporation Oklahoma City	\$ 99,900
Best Equipment Service and Sales Tulsa	\$139,019

Boone and Boone Sales Company was the low bidder; however, their bid did not meet the specifications for three chilled water pumps. The second low bidder, Hambrick-Ferguson, Inc., met the specifications. The administration recommends the bid be awarded to Hambrick-Ferguson, Inc.

Evaluations have been completed by HSC employees and Frankfurt Short Bruza, Steam and Chilled Water Plant Architectural and Engineering consultants. Funds are available in the Steam and Chilled Water Plant account.

Vice President Lemons stated this is the lowest and best bid.

President Boren recommended the Board of Regents approve the award of a bid for Horizontal Splitcase and Vertical Turbine Pumps to Hambrick-Ferguson, Inc. in the amount of \$97,139.

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

PURCHASE OF COOLING TOWER - HSC

At the September 1998 meeting, the Board authorized the purchase of two 1,750 ton chillers as a part of the project to increase chiller capacity and other needed improvements at the Steam and Chilled Water Plant. The improvements include a new field erected counterflow cooling tower. The design engineer, Frankfurt Short Bruza Associates, prepared construction documents and bid specifications for the project. Due to time constraints, and in order to complete the improvements before next summer, the field erected counterflow cooling tower and other long lead items were released for early separate bids. The cooling tower is to be furnished and installed by Ceramic Cooling Tower Company, the successful bidder, in coordination with the General Contractor for the Steam and Chilled Water Plant improvements.

The Advertisement to Bid was issued on November 2, 1998. Bids were received on November 24, 1998, and are summarized as follows:

<u>Vendor</u>	<u>Base Bid</u>	<u>Performance Test</u>	<u>Total</u>
Ceramic Cooling Tower Company Fort Worth, Texas	\$203,870	\$6,500	\$210,370
Marley Cooling Tower Overland Park, Kansas	\$210,700	\$3,500	\$214,200
Psychometric Systems, Inc. Golden, Colorado	\$234,447	\$4,950	\$239,397
W. A. Landers, Inc. Oklahoma City	\$288,000	\$8,000	\$296,000

State statutes allow change orders to be issued for up to 15 percent of the construction cost for projects less than \$1 million dollars.

Evaluations have been completed by HSC employees and Frankfurt Short Bruza, Steam and Chilled Water Plant Architectural and Engineering consultants. Funds are available in the Steam and Chilled Water Plant account.

President Boren recommended the Board of Regents:

- I. Approve the award of a bid for a Field Erected Counterflow Cooling Tower to Ceramic Cooling Tower Company for the base bid and performance test in the amount of \$210,370; and
- II. Authorize the President or his designee to execute the construction contract and necessary change orders during construction within the statutory and project budget limitations.

During the discussion of this item, Vice President Lemons stated Ceramic Cooling Tower Company submitted the lowest and best bid. General Counsel Joseph Harroz said change orders on projects are reported to the Board if they exceed 10% on projects over \$1 million and if they exceed 15% on projects under \$1 million.

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

PURCHASE OF AN UPGRADE FOR A FLOW CYTOMETER CELL SORTING SYSTEM - HSC

The Flow Cytometry Lab has a critical need for upgrading the flow cytometer cell sorting system. The current system is using an operating system and software that is no longer being supported, and an unstable network system that will also be phased out by next year. The upgrade will replace the electronic console, computer, and most of the other electrical components to allow investigators to obtain in-depth, more selective information on fluorescent labeled cells plus the ability to sort at a rate five times faster than the current system. The W. K. Warren Medical Research Institute faculty investigators as well as several other researchers from departments such as Pathology, Anatomical Sciences, Hematology/Oncology,

Biochemistry and Molecular Biology, Radiology, Microbiology, and Neurology will utilize this technology to upgrade their current research capability in order to remain competitive both nationally and internationally. The current system is not Y2K compliant and the upgrade will be Y2K compliant.

The system will be housed in the Health Sciences Center Basic Sciences Education Building where samples prepared for analysis will be received at a central location from researchers throughout the campus as well as other State entities, analyzed, the results collected and delivered immediately. Therefore, the acquisition of this instrument will visibly enhance the research enterprise by providing ready and inexpensive access to such instrumentation for Oklahoma researchers.

A bid was forwarded to three vendors as follows:

Beckman-Coulter
Fullerton, California

Leinco Technologies
St. Louis, Missouri

Cytomation, Inc.
Fort Collins, Colorado

One bid was received from Cytomation, Inc. in the amount of \$101,395.

Administration requests authorization to issue a purchase order to Cytomation, Inc. for an upgrade of a flow cytometer cell sorting system in the amount of \$101,395, which includes installation, on-site training, and the first year maintenance, and authorize renewal of maintenance annually and future upgrades as required. Funds will be available from Molecular Biology Facility account A0003274 and Warren Medical Research Institute Affiliation Agreement account C5129203.

President Boren recommended the Board of Regents authorize the President or his designee to:

- I. Issue a purchase order to Cytomation, Inc. for an upgrade of a flow cytometer cell sorting system in the amount of \$101,395, which includes installation, on-site training, and the first year maintenance, and
- II. Authorize renewal of maintenance annually and future upgrades as required.

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

PROFESSIONAL LIABILITY INSURANCE RENEWAL - HSC

The patient care activities of the Professional Practice Plans are conducted for the care and benefit of the patient who is treated and to whom the faculty is directly responsible for regarding malpractice issues. As such, the faculty need individual malpractice insurance coverage. Malpractice insurance coverage is required for clinical faculty by the colleges. The individual faculty member determines the level of coverage. Physicians Liability Insurance

Company (PLICO) is the most common insurer utilized by Plan members. The Practice Plans general guidelines provide for disposition of collected income including the payment of malpractice insurance. Authority to make premium payments is therefore requested so renewals can be processed and paid on a timely basis. Funds are available in the respective Professional Practice Plan accounts sufficient to pay for the malpractice insurance.

The actual professional liability rates of physicians for calendar year 1999 are not known at this time. The University administration is currently in negotiation with PLICO to determine if better rates can be achieved. Many HSC physicians' responsibilities include teaching, research, and patient care. However, HSC physicians have historically paid malpractice insurance premiums on the same basis as physicians practicing clinical medicine on a full-time basis. In addition, HSC physicians, totaling approximately 400, have not been given a group discount. The University administration will continue to negotiate with PLICO to obtain group discount rates and to get reduced rates for physicians not practicing medicine on a full-time basis. Malpractice premium coverage and rates for 1999 are estimated to range from a low of \$100,000 per any one claim and \$300,000 aggregate per year with no surgery costing \$1,803 annually to a maximum cost of \$33,692 for \$5 million per any one claim and \$5 million aggregate per year in the high cost surgery specialty. PLICO indicated the most common coverage is for \$3 million per any one claim and \$3 million aggregate per year.

Board of Regents' Liability

Liability of State agencies for torts of its employees committed after October 1, 1985 is governed by the Governmental Tort Claims Act, which states that physician faculty members are not employees or agents of the State for purposes of the Act when not acting in an administrative capacity or engaged in teaching duties. The definition of employee in the statute further provides that the State shall not be liable for the tortious conduct of a physician while practicing medicine or providing medical treatment to patients. The courts have not answered the question of whether acting as attending physician is practicing medicine or providing medical treatment as well as teaching. The answer may depend on the extent of the attending physician's involvement in the patient's care. Where the involvement is limited it is likely that they will decide that the limitations of liability set out in the Act would apply in that case, but that the physician's insurance company would absorb the liability.

The University might, however, have potential liability in a medical malpractice case for the acts or omissions of the University employed support personnel, such as nurses, or for a claim of improper supervision of students or residents. Maximum liability for the Board of Regents of The University of Oklahoma would be \$100,000 per claim and the Regents would not as individuals have a liability.

President Boren recommended authorization be delegated to the President or his designee to renew malpractice insurance policies to provide professional liability insurance coverage for all Professional Practice Plans in the Health Sciences and all allopathic (MD) residents and medical students. The total cost is estimated not to exceed \$3,882,576.

In response to a question, Vice President Lemons stated this renewal with PLICO is for calendar year 1999 and the administration will be taking bids by fall of 1999 for malpractice insurance coverage. The University has been with PLICO for about 17 years - our physicians have preferred to use this in-State company and their fee structure is good. Vice President Lemons said he believes the University may be able to get a better fee structure but in the meantime it is important to renew our policies with PLICO.

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

Chairman Hall recessed the meeting at 3:25 p.m. and announced the Board of Regents would reconvene at 8:30 a.m. on December 10, 1998 in the same location.

The Regents reconvened in regular session in the Associates' Room of the Oklahoma Memorial Union on the Norman Campus at 8:49 a.m. on December 10, 1998 with all Regents present.

MINUTES

Regent Halverstadt moved approval of the minutes of the regular meeting held on October 27-28, 1998 and the special meeting held on November 22, 1998 as printed and distributed prior to the meeting. The following voted yes on the motion: Regents Halverstadt, Lewis, Siegfried, Noble, Blankenship, and Bentley. The Chair declared the motion unanimously approved.

POLICY REGARDING CONFLICTS OF INTEREST - NORMAN CAMPUS

Federal regulations which require disclosure and management of outside financial interests of personnel funded by the National Science Foundation (NSF) and National Institutes of Health (NIH) became effective October 1, 1995; and institutions were required to meet the specifications of the regulations before NSF and NIH funding could be accepted. The Board of Regents approved a policy for the Norman Campus on September 26, 1995 which was extended through December 1996. In December 1996 the policy was revised and approved by the Board of Regents. In December 1997 the policy was extended until December 1998. The policy ends 365 days thereafter unless extended by action of the Board.

President Boren recommended the Board of Regents extend the effective date to December 1999 of the Policy Regarding Conflicts of Interest for the Norman Campus which provides guidelines for identifying and addressing conflicts of interest that may arise in the course of one's University employment.

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

COURSE CHANGES - NORMAN CAMPUS

The Oklahoma State Regents for Higher Education confer upon each institution the authority to delete, modify and add courses, but require that the changes be communicated to them for information only. The course deletions, modifications, and additions itemized in the list which was included in the agenda have been approved by the appropriate faculty, academic units and deans, the Academic Programs Council, and the Senior Vice President and Provost.

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

NONSUBSTANTIVE PROGRAM CHANGES - NORMAN CAMPUS

The Oklahoma State Regents for Higher Education confer upon each institution the authority to approve modifications that are nonsubstantive but require the changes to be communicated to them for information only. The program modifications itemized in the list included in the agenda have been approved by the appropriate faculty, academic units and deans, the Academic Programs Council, and the Senior Vice President and Provost.

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

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 1995 through 1998, and current month and year-to-date, was 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 September and October, 1998 as submitted.

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

DATALOGGERS AND OPERATING SYSTEMS - NORMAN CAMPUS

The Oklahoma Mesonet (Mesonet) currently has more than 180 CR10 series dataloggers that were purchased from Campbell Scientific, Inc. (CSI). A datalogger is a specialized computer that connects meteorological instruments in the field. Dataloggers collect, store, and process data from these instruments, then use a radio to transmit the data to a central data ingest facility at The University of Oklahoma. The Mesonet employs CSI communications equipment (radio modems, radio bases) to collect data from more than 170 remote sites, and uses proprietary software from CSI to manage this data collection. The current project, an upgrade to OASIS (Oklahoma Atmosphere Surface - Layer Instrumentation System), will upgrade 90 of these sites with the more powerful CR23X dataloggers.

The Oklahoma Climatological Survey desires to purchase these dataloggers on a sole source basis from CSI with the following justification:

- No other supplier can provide the upgrade to the existing dataloggers.
- The interfaces between loggers, communications equipment, and software are all interdependent, thus similar components available from other manufacturers would not be compatible with the existing system.
- CSI is the only manufacturer that meets the criteria for interfacing with other components of the Mesonet telecommunications and data-collection systems.
- Diagnostic software for quality assurance of equipment and instruments at remote sites has been developed by Mesonet personnel. Only CSI loggers assure ready compatibility with this software.
- Continued maintenance of Mesonet's current loggers and peripherals at approximately half of the sites requires technicians to carry CSI equipment in spare parts inventory. Upgrading to CSI loggers will minimize quantity and type of additional components to be carried (i.e. only loggers themselves need be added to spare parts inventory).

Funding for this project will come from grant account 125-5645, the revision to the OASIS project.

President Boren recommended the Board of Regents approve award of a sole source purchase order to Campbell Scientific, Inc. in the amount of \$195,615 for 90 CR23X dataloggers and operating systems.

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

UPGRADE OF UNIVERSITY PRINTING SERVICES EQUIPMENT

These two machines were bid together in an attempt to leverage the cost/price to the University on both. They are included in the same agenda item because they were bid together and the bid information at the end of the item pertains to both.

I. DocuColor 40 Color Printer

The purchase of a high speed/high volume networked color printer would allow University Printing Services to better serve the University community in the following ways:

- Reduce the cost to departments of on-campus color copies from between \$.75 and \$2.00 per copy to \$.50 per copy resulting in an estimated minimum annual savings of \$90,000.
- Reduce costs for expenses related to off-campus color copying that include processing orders, invoices, and checks and travel time and expense at an estimated minimum annual savings of \$24,000.
- Improve quality of short run/low volume color reproduction quality.
- Provide University network accessibility and convenience.

Recovery of the purchase cost for this printer will come from printing charges and should be accomplished in three years.

II. 6180 High Speed Printer/Copier

University Printing Services currently operates a total of three high-speed copiers. These include a Xerox Docutech 135 and two Xerox 5690s. The Xerox 6180 will replace the two 5690 copiers and at the recommended lease cost should be at a small enough increase to allow recovery of the difference through expansion of services.

The lease of this printer will allow University Printing Services to better serve the University community in the following ways:

- Provide savings as follows:
 - Reduce the cost per copy.
 - Increase overall copying capacity, resulting in economies of scale from a larger volume of work.
 - Decrease time for a given run due to increased machine speeds.
 - Provide a means to service the variable data needs (e.g., grade reports, Bursar's bills, W-2s, green bar printouts and new student room assignment letters) of the University to departments such as Prospective Student Services, Office of the Bursar, Financial Support Services, and Computing and Telecommunications Services.
- Provide better quality copies as compared to the 5690s.
- Provide a back-up device for the existing DocuTech.

Invitations to Bid were sent to Xerox Corporation, Oklahoma City; Danka, Oklahoma City; and BMI, Oklahoma City

A response was received from Xerox Corporation only. The evaluation committee consisted of:

John A. Sarantakos, Administrator for Printing, Mailing and Document
Production Services
Beth Gatewood, Administrative Coordinator, Printing, Mailing and
Document Production Services
Heather Napper, Copy Center Supervisor
Dorothy Armstrong, Senior Buyer, Purchasing Department

The committee evaluated the response using the following criteria:

- Capability of the bidder to deliver equipment as specified.
- Maintenance of equipment with prompt service.
- Maintenance cost.
- Overall cost of the product.
- Quality capabilities of product.

Funding for the purchase and lease will be from University Printing Services account 134-7309.

President Boren recommended the Board of Regents:

- I. Approve award of a purchase order to Xerox Corporation in an amount not to exceed \$106,000 for a Xerox DocuColor 40 high speed/high volume networked color printer.
- II. Approve award of a purchase order to lease from Xerox Corporation a Xerox 6180 high speed printer/copier for one year, renewable annually for two additional years, in an amount not to exceed \$927,144 over the three-year period unless the number of copies produced exceeds an average of 2.2 million per month, in which case the amount may increase and if so, the Board will be notified.

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

PLUMBING SUPPLIES CONTRACT - NORMAN CAMPUS

In an effort to improve business operations, the Physical Plant and Purchasing Department developed and circulated a Request for Proposal (RFP) for a single company to provide plumbing supplies to The University of Oklahoma Physical Plant. The RFP provided for the following major terms and conditions:

- One year, renewable annually up to four additional years.
- Electronic ordering.
- Summary invoicing.
- Cost plus pricing.
- Furnishing of performance reports.
- Service guarantees.
- Option for disposition of existing Physical Plant stock.
- Contract availability to other University departments as well as other State schools.

This contract will allow one company to provide plumbing supplies to the University's Physical Plant and will result in at least the following advantages, all of which are expected to reduce costs relevant to these supplies:

- One supplier, eliminating the need to administer multiple contracts.
- Same or next day delivery (including emergencies).
- Reduction and possible elimination of departmental inventories.
- Streamlined summary invoicing including re-billing information.
- Supplier "partnering" concept, furnishing the University with commodity specialists in seeking better products and services at reduced costs.

The RFP was advertised and sent to the nine firms listed below. Responses were evaluated on a weighted scale with 25 available points using the following criteria:

1. Ability to meet specifications.
2. Pricing proposal.
3. Quality, advantages and innovativeness of responses.
4. Experience and past performance.
5. Compliance with terms and conditions.

Responses were received from the following firms with results of evaluations as indicated:

<u>Company</u>	<u>Points Awarded</u>	<u>Pricing Proposal</u>	<u>*Total Cost</u>
Lawton Winnelson Company Lawton	23.2	Cost + 14%	\$490.34
Central Plumbing Supply Oklahoma City	17.62	Cost + 17%	\$534.00
Hajoca Corporation Oklahoma City	12.10	Cost + 20%	\$592.36
Big Red's Supply, Inc. Norman	No Bid		
Winnelson Company Oklahoma City	No Bid		
Biotech Products Oklahoma City	No Bid		
Ferguson Enterprises, Inc. Oklahoma City	No Bid		
Locke Supply Company Oklahoma City	No Bid		
Norman Supply Company Norman	No Bid		

* Indicates the total dollar amount using the 30 common items that were priced by the three responding vendors.

The estimated yearly business with the recommended vendor is \$750,000. This contract is expected to result in estimated annual savings of at least \$67,500.

The evaluation committee consisted of:

Bill Henwood, Director, Physical Plant
 George Horn, Assistant Director, Purchasing Department
 Pat Corley, Buyer/Team Leader, Purchasing Department
 Larry Hicks, Manager, Technical Trades, Physical Plant
 Rick Kirby, Supervisor, Plumbing Department, Physical Plant

Funds for this project will be provided from Physical Plant accounts.

President Boren recommended the Board of Regents approve award of a contract to Lawton Winnelson Company to provide plumbing supplies to The University of Oklahoma Physical Plant for a one-year period renewable annually for up to four additional years.

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

COPELAND HALL RENOVATION

Renovation in Copeland Hall is needed in order to adequately house Student Publications' programs. Student staff has grown considerably over the past several years, especially with the reinstatement of the *Sooner Yearbook* in 1996 and expansion of *The Oklahoma Daily* internet operations in 1995. This project involves the renovation of approximately 6,200 gross square feet of space and will provide a newsroom, staff offices, advisor offices, production offices, and other support facilities. The area that is to be renovated was formerly dedicated to printing and pre-press production and requires renovation to meet the needs of current student training and publishing activities.

Construction documents for the project were developed by Architects In Partnership, P.C., a University on-call architectural consultant. Bids for the renovation work were received from nine bidders. The bids were evaluated by Architects In Partnership, P.C.; Michael Moorman and David Nordyke, Architectural and Engineering Services; and George Horn, Purchasing. A complete tabulation of the bids received was included in the agenda. It is recommended that a contract be awarded to Berryman Enterprises, Inc., of Oklahoma City, as follows:

Base Bid	\$223,834
Alternate No. 1, Renovate Rooms 145 and 146	784
Alternate No. 2, Vinyl Wallcovering	3,882
Alternate No. 3, Newsroom Window	<u>3,035</u>
 Total Proposed Purchase Order Amount	 \$231,535

This project will be funded with Student Publications auxiliary reserve funds.

President Boren recommended the Board of Regents approve award of a purchase order for renovation of a portion of Copeland Hall for use by Student Publications in the amount of \$231,535 to Berryman Enterprises, Inc., the low bidder.

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

MULTI-MEDIA RIGHTS FOR INTERCOLLEGIATE ATHLETICS

Requests for Proposals (RFP) were circulated to 37 firms with the intent to establish a partnership arrangement for multi-media license for Intercollegiate Athletics. The selected company will provide services and generate revenue in the areas of radio, television, coaches' shows, signage, print media, promotional marketing, internet and other sponsorship opportunities.

The goals and objectives of the RFP were to:

- Provide increased monetary support to Athletics
- Increase exposure and image of all Athletics sports programs
- Enhance the quality of Athletics marketing in Oklahoma and regional states
- Provide for development and expansion of current and future marketing programs
- Increase the awareness of The University of Oklahoma and the participation of corporate entities with Athletics

The RFP required a percentage payment of annual gross revenues with a minimum guaranteed annual payment. The RFP allowed for the award of a four-year contract with option to renew for an additional three years.

Proposals were received as follows:

- Sooner Sports Properties - a joint venture of:
Leerfield Communications, Jefferson City, Missouri
Renda Broadcasting/KOMA/KRXO, Oklahoma City
Griffin Television/KWTV9, Oklahoma City
- Collegiate Sports Partners
Bessemer, Alabama
- Host Communications/Universal Sports America
Lexington, Kentucky

Responses were evaluated by a committee consisting of:

Joseph R. Castiglione, Athletic Director
Larry Naifeh, Associate Athletic Director
Rick Spelman, Assistant Athletic Director
Stephen Mack, Director of Purchasing
Carole Hunter, Senior Buyer

Evaluation was based on the following criteria:

- Compensation proposal
- Ability to maximize revenues
- Composition of the provider
- Provider's relevant experience
- References

The SSP proposal was determined by the committee to provide the highest and best value to the Athletic Department. The proposal provides total minimum guaranteed revenues of \$7,450,000 for the initial four years. SSP will also provide staff, at its expense, dedicated solely to the execution and fulfillment of this agreement to generate and maximize revenue above the guarantee. The proposal, at a minimum, guarantees revenues and services currently projected by athletics. Further, revenue from this RFP is in addition to current sponsorships related to Spectator Information Systems and other current multi-year agreements such as Coca Cola and Gatorade previously approved by the Board.

The terms of the contract will be finalized through the negotiations and will reflect the total guaranteed dollars received by the athletics.

President Boren recommended the Board of Regents:

- I. Accept a proposal from Sooner Sports Properties (SSP) to provide multi-media services with a minimum guaranteed payment of \$7,450,000 to the Athletic Department for a four-year period beginning January 1, 1999 with option to renew for three additional years.
- II. Authorize the President and Athletic Director or their designees to negotiate the final terms and agreement.

Athletic Director Joseph Castiglione said this recommended proposal will provide an opportunity to increase revenues for intercollegiate athletics and to be innovative and creative in attracting corporate sponsorship. The sponsor will have the chance to be more strategic in their media buying, allowing us to strengthen the relationship between institution and sponsor. He said the contract being proposed actually guarantees more revenue than the University has been able to generate. The average of about \$1.8 million per year over a four-year period is just a floor. Mr. Castiglione said many of our expenses will be eliminated because they are built into the sponsorship opportunities. The Athletic Department will still have an individual serve as the department's contact liaison with the joint venture to assure there is constant oversight.

In response to a question about control of the selection of personalities for the broadcasts, General Counsel Joseph Harroz stated that ultimately the University has the final decision on broadcast air talent. Usually the partner brings forward proposals and the University can accept or decline.

Present for this discussion was Mr. Vance Harrison, General Manager of KOMA and KRFX Radio in Oklahoma City and Managing Partner of Leerfield Radio Sports. He commented he expects to have as much sports coverage on the air in Tulsa as there will be in the Oklahoma City area.

Regent Siegfried moved approval of the recommendation. The Regents amended the wording of Item II of the recommendation as follows: Authorize the President and Athletic Director or their designees to negotiate the final terms and *execute the* agreement. The following voted yes on the motion: Regents Halverstadt, Lewis, Siegfried, Noble, Blankenship, and Bentley. The Chair declared the motion unanimously approved.

ON-CALL ARCHITECTS AND ENGINEERS QUARTERLY REPORT

In June 1996 the Board of Regents authorized a group of architectural and engineering firms to provide professional services for small projects on an on-call basis to the University. It was indicated that the administration would provide a quarterly report to the Board of the work completed by each architect or engineer.

The work completed by on-call architectural and engineering firms during the first quarter of Fiscal Year 1999 is summarized below.

For the Norman Campus:

<u>Firm Name</u>	<u>Date Initiated</u>	<u>Work Performed</u>	<u>Fee</u>
Robert B. Hendrick and Sons Company, Inc.	December 10, 1997	Topographic Survey and Design (Softball Parking Facility)	\$11,525

December 10, 1998

26176

<u>Firm Name</u>	<u>Date Initiated</u>	<u>Work Performed</u>	<u>Fee</u>
Clour Engineering of Oklahoma, Inc.	August 18, 1998	Topographic Survey (Soccer Facility)	\$2,500

For the Health Sciences Center:

None

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

ON-CALL CONSTRUCTION RELATED SERVICES CONTRACT - NORMAN CAMPUS

In March 1998, the Board of Regents authorized the administration to award a contract for on-call construction related services on the Norman Campus to PI Construction. At that time, it was indicated that the administration would provide to the Board at each meeting a report of the work completed since the last report. In addition, it was indicated that the administration would seek prior Board approval for any project that had an estimated cost of \$100,000 or greater.

COMPLETED SINCE LAST REPORT:

<u>Building/Location</u>	<u>Project</u>	<u>Estimated Cost of Work</u>
Sells Swim Complex	HVAC Improvements	\$90,049
Telecommunications Maintenance Building	Renovate Room 213	\$51,402

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

REGENTS' FUND QUARTERLY FINANCIAL SUMMARY REPORT

This summary report is provided in accordance with University of Oklahoma Board of Regents' policy (8.11.7). The summary highlights all of the financial activity within the Regents' Fund since the June 30, 1998 report and is attached hereto as Exhibit A.

As of September 30, 1998, the Regents' Fund consisted of 113 individual funds. Separate accounts are maintained for each fund to insure observance of the donor-imposed limitations and restrictions placed on the use of resources. For investment purposes, however, funds of similar characteristics are combined in the Consolidated Investment Fund (CIF) and Short Term Investment Fund (STIF) investment pools.

The Regents' Fund Quarterly Financial Summary Report as of September 30, 1998 and for the three months then ended was presented for information only. No action was required.

QUARTERLY FINANCIAL ANALYSIS

By request of the Board of Regents, the Quarterly Financial Analysis for the three months ended September 30, 1998 is presented. The detailed information upon which the Executive Summary is based was included in the agenda.

The Quarterly Financial Analysis for the three months ended September 30, 1998 was presented for information only. No action was required.

RESOLUTION - A. MAX WEITZENHOFFER, JR.

WHEREAS, A. Max Weitzenhoffer, Jr. has served his alma mater, The University of Oklahoma, with distinction, devotion and dedication;

WHEREAS, he has given generously of his time, talent and resources to benefit the University, and especially, the OU College of Fine Arts and its Musical Theatre Program;

WHEREAS, he has taken time away from his demanding schedule and responsibilities as one of the nation's foremost Broadway producers to serve as an adjunct faculty member in the School of Drama for several years;

WHEREAS, since 1994 he has served in a voluntary, unpaid capacity as producing director for OU's Musical Theatre Program, a program that allows OU students an invaluable opportunity to work with and learn from professional directors, designers and performers;

WHEREAS, he established the Weitzenhoffer Foundation Musical Theatre Fund to bring guest artists to the University to work with students in the program;

WHEREAS, he was the impetus behind the world premiere of the musical "Jack" in spring 1995 at OU, a show based on the life of John F. Kennedy that brought the University great acclaim and went on to be produced in Ireland; and the world premiere of the musical "The Great Unknown" in 1998, written by Broadway greats William Hauptman and Jim Wann.

WHEREAS, he has been a major contributor to the Fred Jones, Jr. Museum of Art, donated funding for the renovation of OU's Studio Theatre, which now bears his name, and endowed the Francis R. Weitzenhoffer Memorial Fellowship in Art History at OU in honor of his wife, the late Dr. Frances R. Weitzenhoffer;

WHEREAS, his recent \$5 million gift to benefit the College of Fine Arts and its Musical Theatre Program, one of the three largest gifts from an individual donor in University history, put OU over its \$250 million Reach for Excellence fund-raising goal;

WHEREAS, he also has supported the University as a founder of the OU Associates and as a member of the College of Fine Arts Board of Visitors, and is currently president-elect of the OU Association;

WHEREAS, his contributions have previously been recognized with OU's Distinguished Service Citation, OU Regents' Alumni Award, Oklahoma Governor's Award, and induction into the Oklahoma Hall of Fame;

NOW THEREFORE BE IT RESOLVED that the Regents of The University of Oklahoma express their profound appreciation to him by naming OU's Musical Theatre Program the A. Max Weitzenhoffer Musical Theatre Program in his honor.

President Boren recommended the Board of Regents approve the Resolution honoring A. Max Weitzenhoffer, Jr.

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

THE UNIVERSITY OF OKLAHOMA STUDENT ASSOCIATION 1999 STUDENT ACTIVITY FEE BUDGET

The Board of Regents approved the Student Activity Fee gross budget on March 17, 1998.

The budget developed by the UOSA Ways and Means Committee allocates funds to the UOSA Executive, Legislative and Judicial branches. It also allocates funds to Housing, Commuters, Greek Affairs and the Campus Activities Council. In addition, it sets aside funds for further allocation to individual student organizations and sports clubs.

SUMMARY OF THE UOSA APPROPRIATIONS BUDGET FISCAL YEAR 1999

FUNDS AVAILABLE

Lump Sum from Regents	\$437,800.00
1998 Reserve	31,000.00
Total	<u>\$468,800.00</u>

APPROPRIATIONS

UOSA Branches	\$253,335.00
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Please refer to the attached Appropriations Act of January 1, 1999 through December 31, 1999

Student Bar Association	\$ 17,000.00
The allocations to individual Student Organizations will be made by the SBA Budget Committee	

Student Organizations and Sports Clubs	\$ 92,251.41
Please refer to Section 39 of the attached Appropriations Act of January 1, 1999 through December 31, 1999	

December 10, 1998

26179

Salaries and Stipends Account \$106,213.59
 Please refer to Section 40 of the attached
 Appropriations Act of January 1, 1999 through
 December 31, 1999

TOTAL \$468,800.00

UOSA BUDGET FOR FISCAL YEAR 1999

FUNDS AVAILABLE

Lump Sum from Regents \$437,800.00
 1998 Reserve 31,000.00
\$468,800.00

APPROPRIATIONS

UOSA Branches \$253,335.00
 Student Bar Association 17,000.00
 Student Organizations and Sports Clubs 92,251.41
 UOSA Reserve 0.00
 Salaries and Stipends Account 106,213.59
 TOTAL \$468,800.00

UOSA APPROPRIATIONS ACT

<u>ORGANIZATION</u>	<u>1998</u>	<u>1999</u>	<u>Difference</u>
Adams Center	\$ 2,100.00	\$ 1,500.00	\$ (600.00)
Big Red Rally	3,370.00	3,455.00	85.00
Campus Activities Council	2,600.00	2,800.00	200.00
CAC Commuter At-Large Representatives	1,200.00	633.00	(567.00)
CAC Greek At-Large Representatives	750.00	950.00	200.00
CAC Resident At-Large Representatives	0.00	617.00	617.00
Campus Film Series	17,000.00	20,000.00	3,000.00
Cate Center	2,800.00	2,200.00	(600.00)
College Bowl	3,720.00	4,200.00	480.00
Community Service	1,120.00	0.00	(1,120.00)
Commuter Student Association	4,100.00	4,300.00	200.00
Concert Series	12,000.00	16,000.00	4,000.00
Couch Center	1,800.00	1,500.00	(300.00)
Dad's Day	3,300.00	3,350.00	50.00
Ellison Hall Operating Fund	51,900.00	48,000.00	(3,900.00)
Greek Affairs (IFC/PanHellenic)	6,000.00	6,000.00	0.00
Homecoming	2,700.00	3,300.00	600.00
Housing Center Association	6,000.00	4,000.00	(2,000.00)
Howdy Week	1,800.00	1,560.00	(240.00)
Mom's Day	4,000.00	5,500.00	1,500.00
National PanHellenic	1,700.00	1,700.00	0.00
On One Accord	1,500.00	1,500.00	0.00
Sooner Housing Programming Board	850.00	900.00	50.00
Speakers Bureau	64,000.00	70,000.00	6,000.00
Spirit Council	1,000.00	1,000.00	0.00

<u>ORGANIZATION</u>	<u>1998</u>	<u>1999</u>	<u>Difference</u>
Student Organization Annual Retreat	\$ 3,000.00	\$ 0.00	\$ (3,000.00)
Subsidiary Reserve	0.00	0.00	0.00
University Apartment Center	1,000.00	1,000.00	0.00
UOSA Advertising	0.00	1,000.00	1,000.00
UOSA Congressional Branch	5,600.00	10,000.00	4,400.00
UOSA Executive Branch	8,400.00	4,700.00	(3,700.00)
UOSA General Counsel	750.00	800.00	50.00
UOSA Graduate Student Senate	4,300.00	4,900.00	600.00
GSS Professional Development	22,250.00	22,570.00	320.00
UOSA Publications	0.00	0.00	0.00
Walker Center	2,600.00	2,300.00	(300.00)
Winter Welcome Week	1,000.00	1,100.00	100.00
UOSA Salaries and Stipends	<u>107,984.46</u>	<u>106,213.59</u>	<u>(1,770.87)</u>
Sub-Total	<u>\$354,194.46</u>	<u>\$359,548.59</u>	<u>\$ 5,354.13</u>
Student Bar Association	14,500.00	17,000.00	2,500.00
Student Organizations (including Sports Clubs)	<u>81,305.54</u>	<u>92,251.41</u>	<u>10,945.87</u>
Totals	<u>\$450,000.00</u>	<u>\$468,800.00</u>	<u>\$ 18,800.00</u>

President Boren recommended the Board of Regents approve the 1999 Student Activity Fee Budget which funds officially recognized student organizations from January 1, 1999 through December 31, 1999.

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

Regent Bentley departed the meeting.

COMPLIANCE AUDITS OF FEDERALLY FUNDED ASSISTANCE AGREEMENTS FOR 1997-98

At the December 1998 meeting of the Board of Regents' Audit Committee, Deloitte and Touche LLP presented the Independent Auditors' Report on the Schedule of Expenditures of Federal Awards and the Independent Auditors' Report on Compliance and Internal Control over Compliance Applicable to each Major Federal Program for the Health Sciences Center and Norman Campus for fiscal year 1997-98.

These audits were conducted in accordance with generally accepted auditing standards and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and where applicable, OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

Mr. Ken Rowe, Director of Internal Auditing, stated there are no significant matters and this is a clean report.

Regent Siegfried stated the Regents' Audit Committee is satisfied with the report.

President Boren recommended the Board of Regents accept the 1997-98 Compliance Audits of Federally Funded Assistance Agreements.

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

1997-98 EXTERNAL AUDIT AND ANNUAL FINANCIAL REPORTS

At the December 1998 meeting of the Board of Regents' Audit Committee, KPMG Peat Marwick LLP (KPMG) presented for the fiscal year ended June 30, 1998 the Independent Auditor's Report, the Annual Financial Statements, Additional Information, and the Report on Compliance and on Internal Control over Financial Reporting based on an audit of financial statements performed in accordance with *Government Auditing Standards*.

Regent Siegfried stated the Regents' Audit Committee has reviewed these reports.

President Boren recommended the Board of Regents accept the 1997-98 External Audit and Financial Reports for the Norman Campus and Health Sciences Center.

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

INTERNAL AUDITING ACTIVITIES, THE UNIVERSITY OF OKLAHOMA

During the quarter ended September 30, 1998, 16 audits were completed for the Norman Campus and the Health Sciences Center. 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. A listing of these audits is as follows:

New Reports Issued

Norman Campus

- Travel
- Motor Pool
- Plant Funds
- Overhead
- Student Publications
- Office of the Bursar
- College of Continuing Education
- College of Education

Health Sciences Center

- Travel
- College of Medicine Department of Psychiatry and Behavioral Sciences
- Utilities
- Budgeting
- Agency Clearing Accounts

Motor Pool
Overhead
College of Medicine Department of Otorhinolaryngology

Within the completed audits, there were two recommendations to improve transaction documentation; 24 recommendations to improve policy and procedure documentation; 42 recommendations to improve policies, procedures, processes, or controls; one recommendation to correct legal or contractual issues; and two recommendations to require compliance with a policy. There were no significant issues reported during the fourth quarter.

In addition to the audits completed by Internal Auditing this quarter, 15 post-audit reviews were conducted. Of the 167 recommendations, 125 have been fully implemented or adequate progress has been made toward implementation, and 42 recommendations have not been implemented or have been only partially implemented. Internal Auditing will perform additional follow-up reviews with the Colleges of Engineering, Fine Arts, Geosciences, and Nursing, and the Fred Jones, Jr. Museum of Art. The list of post-audit reviews is as follows:

Post-Audit Reviews

Norman Campus

Transfers
Hispanic American Student Association - Outside Checking Account
University Housing - Food Services
College of Engineering
President's Office
Department of Public Safety
College of Geosciences
Fred Jones, Jr. Museum of Art
University Research Park
Physical Plant
College of Fine Arts
Michael F. Price College of Business

Health Sciences Center

Nuclear Pharmacy
College of Medicine-Tulsa Department of Obstetrics and Gynecology
College of Nursing

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

REPORT OF ASSOCIATES AND ACADEMIC EXCELLENCE COMMITMENTS

ASSOCIATES' FUNDS:

Following is the commitment of funds of The University of Oklahoma Associates' Fund for the period ending September 30, 1998:

	First Quarter FY99	Year-to-Date FY99
Arts & Sciences Interdisciplinary Programs	\$ 10,436	\$ 10,436
FY99 International Relations, Visitors, Fellowships	31,874	31,874
FY99 National Merit Scholarships	475,000	475,000
FY99 E&G Budget Support	240,000	240,000
FY98 DeGolyer Presidential Fellowship	10,000	10,000
FY99 DeGolyer Presidential Fellowship	15,000	15,000
FY99 Alumnus Distinguished Professor Emeritus Support	6,000	6,000
FY99 International Initiatives	75,000	75,000
FY99 ROTC Scholarship Support	15,000	15,000
FY98 Alumni Graduate Fellowships	25,000	25,000
FY99 National Scholars Scholarships	25,000	25,000
FY99 Musical Theatre Program	17,500	17,500
FY99 Alumni Graduate Fellowships	30,000	30,000
FY99 Judaic Studies	<u>30,000</u>	<u>30,000</u>
Total	<u>\$1,005,810</u>	<u>\$ 1,005,810</u>

The following are expenditures of Associates' funds that were restricted by donors to the various colleges on the Norman Campus:

	First Quarter FY99	Year-to-Date FY99
COLLEGE OF ARCHITECTURE		
Outreach Activities	\$ 150	\$ 150
Total	<u>\$ 150</u>	<u>\$ 150</u>
COLLEGE OF ARTS AND SCIENCES		
Faculty Development	\$ 3,697	\$ 3,697
Transfer to OU Foundation	446	446
Total	<u>\$ 4,143</u>	<u>\$ 4,143</u>
COLLEGE OF BUSINESS ADMINISTRATION		
Scholarships	\$ 6,000	\$ 6,000
Other	2,282	2,282
Student Support	6,544	6,544
Total	<u>\$ 14,826</u>	<u>\$ 14,826</u>
COLLEGE OF EDUCATION		
Faculty Development	\$ 175	\$ 175
Scholarships	2,500	2,500
Total	<u>\$ 2,675</u>	<u>\$ 2,675</u>
COLLEGE OF ENGINEERING		
Scholarships	\$ 13,100	\$ 13,100
Endowed Fund	901	901
Endowed Scholarship Fund	5,307	5,307
Total	<u>\$ 19,308</u>	<u>\$ 19,308</u>

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	<u>First Quarter FY99</u>	<u>Year-to-Date FY99</u>
COLLEGE OF FINE ARTS No expenditures to report.		
COLLEGE OF GEOSCIENCES		
Outreach Activities	\$ 3,360	\$ 3,360
Student Support	124	124
Total	<u>\$ 3,484</u>	<u>\$ 3,484</u>
GRADUATE COLLEGE No expenditures to report.		
COLLEGE OF LAW		
Enrichment Activities	\$ 24	\$ 24
Affirmative Action Activities	1,075	1,075
Faculty Professional Development	401	401
Staff Professional Development	75	75
Transfer to Other Foundation Accounts	900	900
Other Student Support	910	910
Total	<u>\$ 3,385</u>	<u>\$ 3,385</u>
COLLEGE OF LIBERAL STUDIES No expenditures to report.		
LIBRARY		
Library Materials	\$ 10,545	\$ 10,545
Total	<u>\$ 10,545</u>	<u>\$ 10,545</u>
MUSEUM OF ART No expenditures to report.		
STUDENT AFFAIRS		
Staff Development	\$ 59	\$ 59
Student Support	2,218	2,218
Total	<u>\$ 2,277</u>	<u>\$ 2,277</u>

ACADEMIC EXCELLENCE FUND:

Following is the commitment of funds of The University of Oklahoma Academic Excellence Fund for the period ending September 30, 1998:

	<u>First Quarter FY99</u>	<u>Year-to-Date FY99</u>
Scholarships	\$ 1,000	\$ 1,000
Total	<u>\$ 1,000</u>	<u>\$ 1,000</u>

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

ACADEMIC PERSONNEL ACTIONS**Norman Campus:**

LEAVES OF ABSENCE:

Black, Elena V., Assistant Professor of Mathematics, leave of absence without pay, January 1, 1999 through May 15, 1999 and August 16, 1999 through December 31, 1999.

Mallinson, Richard G., Associate Professor of Chemical Engineering and Materials Science and Director, Institute for Gas Utilization and Technology; sabbatical leave of absence with half pay, dates changed from August 16, 1998 through May 15, 1999 TO August 16, 1998 through December 31, 1998 and January 1, 2000 through May 15, 2000.

APPOINTMENTS OR REAPPOINTMENTS:

Goble, Danney, Ph.D., Professor of Classics, annual rate of \$70,000 for 9 months (\$7,777.78 per month), January 1, 1999 through May 15, 1999.

Green Musselman, Elizabeth, Visiting Andrew W. Mellon Postdoctoral Research Fellow, Department of History of Science, annual rate of \$30,000 for 9 months (\$3,333.33 per month), .50 time, January 1, 1999 through May 15, 1999.

Kleosel, Kevin, Research Associate, Oklahoma Climatological Survey, annual rate of \$70,000 for 12 months (\$5,833.34 per month), January 1, 1999 through June 30, 1999. 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 \$35,971 for 12 months (\$2,997.59 per month), .75 time, October 1, 1998 through December 31, 1998. Paid from grant funds; subject to availability of funds.

Ruhnke, Lothar H., Visiting Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, annual rate of \$20,400 for 12 months (\$1,700.00 per month), .50 time, October 1, 1998 through May 31, 1999. Paid from grant funds; subject to availability of funds.

Stanley, Thomas M., Geologist IV, Oklahoma Geological Survey, annual rate of \$42,000 for 12 months (\$3,500.00 per month), November 1, 1998 through June 30, 1999.

Weider, Lawrence J., Ph.D., Associate Professor of Zoology with tenure and Director of Research, Oklahoma Biological Station, annual rate of \$52,000 for 9 months (\$5,777.78 per month), January 1, 1999.

Williamson, Barrett L., Adjunct Instructor in Architecture, annual rate of \$15,000 for 9 months (\$1,666.67 per month), .25 time, October 1, 1998 through December 31, 1998.

CHANGES:

Apanasov, Boris N., Professor of Mathematics, salary changed from annual rate of \$56,500 for 9 months (\$6,277.78 per month) to annual rate of \$58,908 for 9 months (\$6,545.33 per month), October 1, 1998. Budget increase.

Bishop, Milton L., reappointed Senior Research Associate, School of Petroleum and Geological Engineering, salary changed from annual rate of \$25,146 for 12 months (\$2,095.46 per month), .50 time, to annual rate of \$26,271 for 12 months (\$2,189.25 per month), .50 time, October 1, 1998 through December 31, 1998. Paid from grant funds; subject to availability of funds.

Carte, Traci A., Assistant Professor of Management Information Systems; beginning date of appointment changed from August 16, 1998 to January 1, 1999.

Chen, Feng, reappointed and title changed from Visiting Postdoctoral Fellow to Research Scientist, Department of Chemistry and Biochemistry, salary changed from annual rate of \$35,000 for 12 months (\$2,916.66 per month) to annual rate of \$40,000 for 12 months (\$3,333.33 per month), October 1, 1998 through December 31, 1998. Paid from grant funds; subject to availability of funds.

Dunne, Timothy, Associate Professor of Economics; given additional title Chair of Economics, salary changed from annual rate of \$70,070 for 9 months (\$7,785.56 per month) to annual rate of \$90,641 for 12 months (\$7,553.42 per month), April 1, 1999. Changed from 9-month to 12-month faculty, plus \$5,000 administrative stipend while serving as Chair.

Fang, Xiao-Ming, Research Associate, School of Electrical and Computer Engineering; changed from .75 time to full time, August 1, 1998 through July 31, 1999.

Gecol, Hatice, Visiting Postdoctoral Research Associate, School of Chemical Engineering and Materials Science, ending date of appointment changed from May 31, 1999 to November 30, 1999.

Gibbens, Daniel G., Regents' Professor, Professor of Law, and NCAA Faculty Representative; salary changed from annual rate of \$111,600 for 12 months (\$9,300.00 per month) to annual rate of \$113,476 for 12 months (\$9,456.33 per month), October 1, 1998. Budget correction.

Gilbert, M. Charles, Eberly Family Chair in Geology and Geophysics and Professor of Geology and Geophysics; title Director, School of Geology and Geophysics, deleted; salary changed from annual rate of \$113,987 for 12 months (\$9,498.91 per month) to annual rate of \$89,171 for 9 months (\$9,907.91 per month), January 1, 1999. Changed from 12-month to 9-month faculty.

Ivic, Igor R., reappointed Research Associate, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annual rate of \$42,000 for 12 months (\$3,500.00 per month) to annual rate of \$45,360 for 12 months (\$3,780.00 per month), August 1, 1998 through December 31, 1998. Paid from grant funds; subject to availability of funds.

Kogan, Zena, reappointed Research Scientist, Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annual rate of \$26,101 for 12 months (\$2,175.08 per month), .50 time, to annual rate of \$39,151 for 12 months (\$3,262.62 per month), .75 time, October 1, 1998 through February 28, 1999. Paid from grant funds; subject to availability of funds.

Kukreti, Anant R., Acting Director and Professor of Civil Engineering and Environmental Science, salary changed from annual rate of \$69,683 for 9 months (\$7,742.58 per month) to annual rate of \$125,000 for 12 months (\$10,416.67 per month), November 1, 1998. Changed from 9-month to 12-month faculty. Increase includes stipend while serving as Acting Director.

Laspisa, Ronald J., Visiting Associate Professor of Electrical Engineering, salary changed from annual rate of \$44,100 for 9 months (\$4,900.00 per month) to annual rate of \$45,864 for 9 months (\$5,096.00 per month), October 1, 1998 through May 15, 1999. Budget increase.

London, David, Professor of Geology and Geophysics; given additional title Interim Director, School of Geology and Geophysics; salary changed from annual rate of \$76,980 for 9 months (\$8,553.33 per month) to annual rate of \$83,730 for 9 months (\$9,303.33 per month), January 1, 1999. Paid additional stipend of \$750 per month while serving as Interim Director.

Marsh-Matthews, Edith C., Ph.D., title changed from Adjunct Instructor to Assistant Professor of Zoology and from Adjunct Instructor to Assistant Curator of Ichthyology, Sam Noble Oklahoma Museum of Natural History; salary changed from annual rate of \$45,966 for 12 months (\$3,830.50 per month) to annual rate of \$42,000 for 12 months (\$3,500.00 per month), August 16, 1998 through June 30, 1999.

Mefford, Max D., reappointed Senior Research Associate, School of Petroleum and Geological Engineering, salary changed from annual rate of \$40,704 for 12 months (\$3,392.00 per month) to annual rate of \$42,943 for 12 months (\$3,578.59 per month), October 1, 1998 through December 31, 1998. Budget increase. Paid from grant funds; subject to availability of funds.

Pan, Huaqin, title changed from Visiting Research Fellow to Research Scientist, Department of Chemistry and Biochemistry, salary changed from annual rate of \$35,000 for 12 months (\$2,916.66 per month) to annual rate of \$40,000 for 12 months (\$3,333.33 per month), October 1, 1998 through December 31, 1998. Paid from grant funds; subject to availability of funds.

Patterson, James R., Professor of Architecture and Director, Masters of Architect Program, salary changed from annual rate of \$69,458 for 9 months (\$7,717.50 per month) to annual rate of \$92,610 for 12 months (\$7,717.50 per month), July 1, 1998 through June 30, 1999. Changed from 9-month faculty to 12-month faculty.

Schlegel, Robert E., Professor of Industrial Engineering and Associate Director of Research, Wireless Electromagnetic Compatibility Center, salary changed from annual rate of \$74,729 for 9 months (\$8,303.22 per month) to annual rate of \$79,077 for 9 months (\$8,786.31 per month), October 1, 1998. Budget correction.

Suflita, Joseph M., George Lynn Cross Research Professor of Botany and Microbiology, MAPCO Professor of Environmental Quality, and Director, Sarkeys Energy Center Institute for Energy and the Environment; given additional title Interim Associate Director, Sarkeys Energy Center; salary temporarily changed from annual rate of \$88,716 for 9 months (\$9,857.33 per month) to annual rate of \$103,716 for 9 months (\$11,524.00 per month), November 1, 1998. Paid \$15,000 administrative stipend while serving as Interim Associate Director of Sarkeys Energy Center.

Swisher, Robert D., Professor of Library and Information Studies; given additional title Director, Instructional Technology Program, November 1, 1998; title Interim Associate Provost, Provost's Office, Norman Campus, deleted, October 31, 1998.

Tao, Jill, title changed from Assistant Professor to Acting Assistant Professor of Political Science, salary changed from annual rate of \$40,000 for 9 months (\$4,444.44 per month) to annual rate of \$38,000 for 9 months (\$4,222.22 per month), August 16, 1998 through May 15, 1999.

Tucker, Edwin E., reappointed Adjunct Professor of Chemistry and Biochemistry and Senior Research Associate, Department of Chemistry and Biochemistry, salary changed from annual rate of \$61,800 for 12 months (\$5,150.00 per month) to annual rate of \$64,800 for 12 months (\$5,400.00 per month), November 1, 1998 through March 31, 1999. Paid from grant funds; subject to availability of funds.

RESIGNATION AND/OR TERMINATION:

Irwin, Rebecca, Assistant Professor of Social Work, August 15, 1998.

RETIREMENT:

Schmitz, Francis J., George Lynn Cross Research Professor of Chemistry and Biochemistry, December 31, 1998.

Health Sciences Center:

LEAVES OF ABSENCE:

Hildebrand, P. Lloyd, Assistant Professor of Ophthalmology, leave of absence without pay, October 1, 1998 through January 31, 1999.

Lerious, Valentine, Research Instructor in Ophthalmology, short term disability leave of absence without pay, October 23, 1998 to January 15, 1999.

White, Theresa, Clinical Assistant Professor of Pediatric Dentistry, short term disability leave of absence with full pay, August 26, 1998 through February 28, 1999.

APPOINTMENTS OR REAPPOINTMENTS:

Brandon, Frederick M., M.D., Clinical Associate Professor of Radiological Sciences, annual rate of \$24,500 for 12 months (\$2,041.67 per month), .49 time, October 1, 1998 through June 30, 1999.

Drevets, Douglas A., M.D., Assistant Professor of Medicine, annual rate of \$62,500 for 12 months (\$5,208.33 per month), October 5, 1998 through June 30, 1999.

Eid, Alain A., M.D., Assistant Professor of Medicine, annual rate of \$60,000 for 12 months (\$5,000.00 per month), October 1, 1998 through June 30, 1999.

Khammar, George Souhel, M.D., Assistant Professor of Medicine, annual rate of \$60,000 for 12 months (\$5,000.00 per month), November 8, 1998 through June 30, 1999.

Rainbolt, Leslie J., M.D., Clinical Assistant Professor of Dermatology and Adjunct Clinical Assistant Professor of Pediatrics, annual rate of \$9,000 for 12 months (\$750.00 per month), .10 time, October 1, 1998 through June 30, 1999.

CHANGES:

Cobb, Stephen W., M.D., reappointed and title changed from Clinical Instructor to Clinical Assistant Professor of Family and Preventive Medicine, salary changed from without remuneration to annual rate of \$10,000 for 12 months (\$833.33 per month), .10 time, November 1, 1998 through June 30, 1999.

Coffman, David L., title changed from Clinical Assistant Professor to Assistant Professor of Radiological Sciences, salary remains at annual rate of \$50,000 for 12 months (\$4,166.67 per month), November 1, 1998 through June 30, 1999.

Cooper, Cassie, Adjunct Assistant Professor of Occupational Therapy, salary changed from annual rate of \$28,917 for 12 months (\$2,409.75 per month), .60 time, to annual rate of \$39,941 for 12 months (\$2,911.79 per month), .725 time, November 1, 1998 through December 31, 1998.

Houck, Jr., John R., Associate Professor of Otorlaryngology and Gore Professor of Otorlaryngology, salary changed from annual rate of \$124,526 for 12 months (\$10,377.17 per month) to annual rate of \$129,663 for 12 months (\$10,805.25 per month), October 1, 1998 through June 30, 1999. VA Increase.

Johnson, Gary A., Assistant Professor of Obstetrics and Gynecology; changed from tenure track faculty to consecutive term faculty, September 1, 1998 through June 30, 1999.

Lerner, Meagan, Instructor in Surgery, salary changed from annual rate of \$42,000 for 12 months (\$3,500.00 per month) to annual rate of \$45,600 for 12 months (\$3,800.00 per month), October 1, 1998 through June 30, 1999. Increase in salary paid from G. Rainey Williams Fellowship Fund.

Logue, Mary Beth, Assistant Professor of Pediatrics; given additional title Clinical Assistant Professor of Psychiatry and Behavioral Sciences, October 1, 1998 through June 30, 1999.

Mouradian, Laurie, Associate Professor of Occupational Therapy and Adjunct Associate Professor of Allied Health Education; given additional title Clinical Associate Professor of Pediatrics; salary changed from FTE: \$77,287, annual rate of \$57,287 for 12 months (\$4,773.92 per month), PPP: \$20,000, to FTE: \$80,501, annual rate of \$60,501 for 12 months (\$5,095.29 per month), PPP: \$20,000, September 1, 1998 through June 30, 1999.

Owen, Willis L., Professor of Biostatistics and Epidemiology and Professor of Research, Center for American Indian Health Research, College of Public Health; title corrected from Acting Chair to Vice Chair of Biostatistics and Epidemiology, October 1, 1998. Correction of previous action taken.

Staudt, Leslie S., Assistant Professor of Medicine, changed from tenure track to consecutive term faculty, November 1, 1998 through June 30, 1999.

Tivis, Laura J., title changed from Adjunct Instructor in Research to Assistant Professor of Research, Department of Psychiatry and Behavioral Sciences, salary changed from without remuneration to annual rate of \$40,000 for 12 months (\$3,333.33 per month), December 1, 1998 through June 30, 1999.

RESIGNATIONS AND/OR TERMINATIONS:

Brand, John W., Associate Professor of Oral Diagnosis and Radiology, and Director of Dental Radiology, January 2, 1999 (with accrued vacation through February 17, 1999).

Egiebor, Osbert O., Assistant Professor of Radiological Sciences, resignation date changed from October 31, 1998 to November 15, 1998 (with accrued vacation through December 1, 1998). Resignation date changed.

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

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

President Boren reported the following deaths:

Cella, Francis R., Professor Emeritus of Economics, on November 25, 1998.

Govich, Bruce M., Professor Emeritus of Music, on October 31, 1998.

Patten, William N., Associate Professor of Aerospace and Mechanical Engineering, on November 23, 1998.

ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS

Norman Campus:

LEAVE OF ABSENCE:

Goodwin, Jr., Frederick P., Utility Systems Analyst, Physical Plant, short term disability leave of absence with pay, July 15, 1998 through October 31, 1998.

APPOINTMENTS OR REAPPOINTMENTS:

Ganti, Venkat, reappointed Software Engineer, Cooperative Institute for Mesoscale Meteorological Studies, salary remains at annual rate of \$51,200 for 12 months (\$4,266.66 per month), December 1, 1998 through November 30, 1999. Professional Staff. Paid from grant funds; subject to availability of funds.

Hill, Steven, Assistant Manager, Landscape, Physical Plant, annual rate of \$52,000 for 12 months (\$4,333.34 per month), January 4, 1999. Managerial Staff.

Miller, Gary H., Development Officer, University Development, annual rate of \$60,000 for 12 months (\$5,000.00 per month), November 23, 1998. Administrative Staff.

Reid, Frank, Assistant Manager, Power Plant, Physical Plant, annual rate of \$45,000 for 12 months (\$3,750.00 per month), November 16, 1998. Managerial Staff.

Stoops, Bob, Head Football Coach, Athletic Department, approval of a five year employment contract with a State-based annual salary of \$150,000 for 12 months (\$12,500.00 per month) and a performance-based personal services agreement paid from non-State appropriated funds valued at approximately \$500,000, effective December 1, 1998. Professional Staff.

Switzer, Donald K., Benefits Manager, Personnel Services, annual rate of \$45,000 for 12 months (\$3,750.00 per month), November 23, 1998. Managerial Staff.

Wright, Bobby J., Assistant Football Coach, Athletic Department, annual rate of \$80,000 for 12 months (\$6,666.67 per month), December 3, 1998. Professional Staff.

CHANGES:

Barlow, Jr., George, title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Bennett, Phil G., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Clopton, Michael J., title changed from Administrative Assistant to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Dickinson, Joe A., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Forthman, Julie K., promoted from Manager, Reports and Statistics, to Assistant Director, Financial Support Services, salary increased from annual rate of \$50,914 for 12 months (\$4,242.83 per month) to annual rate of \$56,000 for 12 months (\$4,666.67 per month), October 1, 1998. Changed from Managerial Staff to Administrative Staff.

Gertsch, W. Darrell, Director, Sarkeys Energy Center; title changed from Associate Vice President for Research to Vice Provost for Energy Research and Development Programs, January 1, 1999. Administrative Officer.

Goodman, Michael J., title changed from Assistant Director to Associate Director, Advanced Programs, salary changed from annual rate of \$39,500 for 12 months (\$3,291.00 per month) to annual rate of \$43,000 for 12 months (\$3,583.33 per month), October 1, 1998. Managerial Staff.

Hatlelid, Carl M., reappointed Special Project Consultant, Center for Computational Geosciences, salary changed from annual rate of \$61,250 for 12 months (\$5,104.17 per month), .97 time, to annual rate of \$63,000 for 12 months (\$5,250.00 per month), full time, November 1, 1998 through October 31, 1999. Professional Staff. Paid from grant funds; subject to availability of funds.

Henwood, William T., promoted from Director, Physical Plant, to Associate Vice President for Administrative Affairs, Norman Campus, salary increased from annual rate of \$90,000 for 12 months (\$7,500.00 per month) to annual rate of \$96,000 for 12 months (\$8,000.00 per month), November 9, 1998. Administrative Officer

James, Jr., Clarence, title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Kenton, Stephen M., reappointed Senior Systems Support Programmer, Department of Chemistry and Biochemistry, salary changed from annual rate of \$52,500 for 12 months (\$4,375.00 per month) to annual rate of \$60,375 for 12 months (\$5,031.25 per month), October 1, 1998 through December 31, 1998. Professional Staff. Paid from grant funds; subject to availability of funds.

Lane, Lisa A., title changed from Visiting Research Assistant I to Assistant Program Director, Advanced Center for Genome Technology, Department of Chemistry and Biochemistry, salary changed from annual rate of \$30,000 for 12 months (\$2,500.00 per month) to annual rate of \$40,000 for 12 months (\$3,333.33 per month), October 1, 1998 through December 31, 1998. Managerial Staff. Paid from grant funds; subject to availability of funds.

Langston, Charles L., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Maloney, David L., Vice President for Development, University Development, effective date of annual increase changed from October 1, 1998 to July 1, 1998. Budget correction.

McGinnis, Pete W., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Pittman, Sam D., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Quinn, Bradley L., Director, Office of Project Support, salary changed from annual rate of \$80,500 for 12 months (\$6,708.33 per month) to annual rate of \$85,000 for 12 months (\$7,083.33 per month), October 1, 1998. Equity adjustment.

Riggan, Jr., William E., Editor, World Literature Today; reappointed Interim Director, World Literature Today, January 1, 1999 through June 30, 1999. Administrative Staff.

Ryan, Rex A., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Sacco, Janis C., Senior Program Development Specialist, Sam Noble Oklahoma Museum of Natural History, salary changed from annual rate of \$40,320 for 12 months (\$3,360.00 per month) to annual rate of \$43,000 for 12 months (\$3,583.33 per month), July 1, 1998. Increase in salary not given at time of promotion.

Thomas, Keith J., title changed from Assistant Football Coach to Classification Pending, Athletic Department, November 30, 1998 through June 30, 1999.

Tower, Robyn M., Development Communications and Stewardship Director, University Development, salary changed from annual rate of \$50,490 for 12 months (\$4,207.50 per month) to annual rate of \$51,975 for 12 months (\$4,331.25 per month), October 1, 1998. Budget correction.

Ward, Gary, promoted from Deputy Director to Director, Physical Plant, salary changed from annual rate of \$70,000 for 12 months (\$5,833.33 per month) to annual rate of \$77,000 for 12 months (\$6,416.67 per month), November 9, 1998. Changed from Administrative Staff to Administrative Officer.

Watts, Janice M., reappointed Program Development Specialist, Department of Educational Psychology, salary changed from annual rate of \$37,195 for 12 months (\$3,099.54 per month), .75 time, to annual rate of \$38,646 for 12 months (\$3,220.47 per month), .75 time, October 1, 1998 through September 30, 1999. 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 changed from annual rate of \$65,000 for 12 months (\$5,416.66 per month) to annual rate of \$68,250 for 12 months (\$5,687.49 per month), October 1, 1998 through December 31, 1998. Administrative Staff. Paid from grant funds; subject to availability of funds.

RESIGNATION AND/OR TERMINATION:

Blake, John F., Head Football Coach, Athletic Department, November 30, 1998.

RETIREMENTS:

Goodman, Brian E., Manager, Production Control, Department of Computing and Telecommunication Services, December 31, 1998.

Massad, Judy Kaye, Administrative Assistant, Provost's Office, Norman Campus, January 4, 1999.

Health Sciences Center:

APPOINTMENTS OR REAPPOINTMENTS:

Bozarth, Dustin A., Departmental Business Manager, Site Support, annual rate of \$45,010 for 12 months (\$3,750.00 per month), October 6, 1998. Managerial Staff.

Craft, Melissa Ann, Clinical Nurse Specialist, Department of Surgery, annual rate of \$60,700 for 12 months (\$5,058.33 per month), October 12, 1998. Professional Staff.

Lisle, Jr., Kenneth Eugene, Associate Director of Development, University Development, annual rate of \$60,000 for 12 months (\$5,000.00 per month), November 9, 1998. Administrative Staff.

Pickett, Mary B., Clinical Physical Therapist, Department of Physical Therapy, annual rate of \$48,000 for 12 months (\$4,000.00 per month), October 1, 1998. Professional Staff.

CHANGES:

Cunningham, Patti M., Research Nurse, Department of Medicine, salary changed from annual rate of \$20,579 for 12 months (\$1,714.92 per month), .50 time, to annual rate of \$30,868 for 12 months (\$2,572.38 per month), .75 time, October 5, 1998. Professional Staff.

Flowers, Gerald W., promoted from Lead Electrician to Foreman, Electric Shop, Site Support, salary increased from annual rate of \$38,958 for 12 months (\$18.73 per hour) to annual rate of \$40,913 for 12 months (\$3,409.00 per month), October 1, 1998. Changed from Hourly to Professional Staff.

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

Regent Lewis moved approval of the recommendation. The following voted yes on the motion: Regents Halverstadt, Lewis, Siegfried, Noble, and Blankenship. 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.

HONORARY DEGREE

The University of Oklahoma policy and the policy of the Oklahoma State Regents for Higher Education on awarding honorary degrees states that nominees and alternates must be approved by the OU Board of Regents prior to awarding of the degrees.

President Boren recommended the nominee listed in his letter of December 1, 1998 to the Board of Regents be approved for an honorary degree.

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

RESOLUTION - PEGGY V. HELMERICH

WHEREAS, Peggy V. Helmerich of Tulsa is known across the State of Oklahoma for her support of library programs;

WHEREAS, Walter H. Helmerich III and Peggy Helmerich have given a \$1 million gift to The University of Oklahoma establishing the Peggy V. Helmerich Library Enrichment Fund in Bizzell Memorial Library;

WHEREAS, the fund will endow the acquisition of books and periodicals for the library;

WHEREAS, the gift is the largest gift within a single year to library acquisition endowment in OU history;

WHEREAS, the gift which honors Peggy Helmerich will enrich learning for generations of OU students and faculty and the many Oklahomans who take advantage of OU library resources;

WHEREAS, the gift has helped OU increase its library endowment four-fold in four years;

WHEREAS, Peggy Helmerich has been a leader in the Tulsa Library System, serving as past president of the Tulsa Library Trust and for many years as a member of the Tulsa City-County Library Commission;

WHEREAS, her support of libraries has been recognized with a branch library in Tulsa named in her honor;

WHEREAS, she was further acknowledged by having one of the most prestigious literary awards in the United States named in her honor, the Peggy V. Helmerich Distinguished Author Award;

WHEREAS, she is a leader in the Statewide library movement, co-chairing the bipartisan State committee, which successfully urged passage of State Question 666 to provide financial support for local libraries;

WHEREAS, Sul Lee, Dean of Libraries of The University of Oklahoma, stated that it is appropriate that the Great Reading Room of Oklahoma's largest library be named for one of the greatest supporters of libraries in our State's history;

NOW THEREFORE BE IT RESOLVED that the Regents of The University of Oklahoma express their profound appreciation to the Helmerichs by naming Bizzell Memorial library's Great Reading Room in Peggy V. Helmerich's honor.

President Boren recommended the Board of Regents approve the Resolution honoring Peggy V. Helmerich.

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

REVISION TO THE INTERNAL AUDITING POLICY

The Audit Committee of the Board of Regents has reviewed and made changes to the Regents' policy regarding Internal Auditing. The entire policy is shown below with the proposed changes indicated with additions underlined and deletions lined through.

INTERNAL AUDITING POLICY 4.26

Policy, Authority, and Responsibility Statements

The following statements set forth the policy of The University of Oklahoma Board of Regents regarding the scope of authority and responsibility for the Internal Auditing Department for The University of Oklahoma. These statements serve to (1) impart an understanding of the role and responsibilities of internal auditing to all levels of management and to the University Regents, (2) establish the basis for the guidance and measurement of internal audit performance, (3) upgrade the quality of internal audit work and the effectiveness of internal auditors, and (4) unify the practice of internal auditing throughout the University.

University Policy

It is the policy of The University of Oklahoma Board of Regents to provide an internal auditing department to furnish management personnel at all levels, the President, and the Regents with information to evaluate and control the operations for which they are responsible.

The position of Director of Internal Auditing is a staff position without authority or direct control over those units being reviewed. In this connection, the University Internal Auditing staff will not install procedures, originate or approve entries or otherwise engage in any activity that they will subsequently be expected to review or appraise.

The Director of Internal Auditing at The University of Oklahoma is responsible to the President of the University for all of the internal auditing efforts throughout the University. This includes those efforts on the Norman Campus, at the Health Sciences Center in Oklahoma City, at The University of Oklahoma College of Medicine, Tulsa, Cameron University, Lawton, and at any other locations for which The University of Oklahoma Regents have responsibility.

The Director of Internal Auditing shall be appointed and terminated by the President and the Board of Regents.

The President of the University will ensure that:

1. The heads of budget units are notified of the importance of the audit function and that full access to facilities, records, and personnel is authorized.
2. The annual audit plan as prepared by the Director of Internal Auditing is submitted to the Board of Regents at the regular June meeting each year for review and approval.
3. All completed internal audits are filed with the Executive Secretary of the Board of Regents as soon as completed. An audit report will be mailed to any Regent upon request. The Board shall have the opportunity to discuss any report with the Director of Internal Auditing.
4. The Director of Internal Auditing reports at each regular meeting of the Board of Regents on any condition which, in the judgment of the Director of Internal Auditing, could adversely affect the organization, ~~including any case of theft, fraud, or misuse of funds.~~ Suspected theft, fraud, or misuse of funds will be reported to the Audit Committee.
5. The Director of Internal Auditing submits quarterly activity reports to the Board of Regents that summarize audit findings and trends.

The Director of Internal Auditing will ensure that:

1. Units throughout the University are reviewed at appropriate intervals to determine whether they are effectively carrying out their functions of planning, accounting, custody, and control in accordance with management instructions, University policies and procedures and in a manner that is consonant with University objectives.
2. The results of ~~examination~~ audits, opinions formed, and recommendations made are promptly reported to appropriate management personnel.
3. Plans or actions taken by management to correct reported conditions are evaluated for satisfactory disposition during follow-up reviews and, if the disposition is considered unsatisfactory at this time, to see that further discussions are held to achieve a satisfactory disposition.

The Director of Internal Auditing
Statement of Authority, Objective and Responsibility

Authority

The Director of Internal Auditing at The University of Oklahoma is authorized by the President and the Regents to direct a broad, comprehensive program of internal auditing throughout the University. The University Internal Auditing Department will examine and evaluate the adequacy and effectiveness of the systems of management control provided by the University to direct its activities toward the accomplishment of stated objectives in accordance with University policies and procedures. In order to accomplish these objectives, the Director of Internal Auditing and the Internal Auditing staff are authorized by the President and the

Board of Regents to have full, free, and unrestricted access to all University functions, records property, and personnel. In the event any officer, agent, or employee of the University shall fail to cooperate fully with the Director of Internal Auditing or shall otherwise hinder or prevent or attempt to hinder or prevent any audit, the Director of Internal Auditing shall immediately and simultaneously report the same to the President and to the Board of Regents.

Objective and Responsibility

The objectives of the Director of Internal Auditing are (a) to assist the President of the University and the University Regents in determining that University funds and other resources are being handled consistent with Federal, State, and University policies and procedures and within University objectives, (b) to assist the President, the Regents, and the various units of the University by identifying financial and managerial situations in need of improvement and by suggesting possible improvements, and (c) to suggest changes in University policies and procedures when appropriate to improve the ability of the University to meet better its mission and objectives.

In this connection, the Director of Internal Auditing will have the responsibility for the direction, personnel, budget, and day-to-day operation of the Auditing Office on the Norman Campus and of the Office of Internal Audits located at The University of Oklahoma Health Sciences Center.

Specific responsibilities include:

1. Report directly and simultaneously to the President, and to the Board of Regents if an issue of major importance comes to his/her attention.
2. Recommend to the President an annual audit program to review units throughout the University.
3. Direct audits of financial records and business operations of University departments and activities to appraise their compliance with established University policies and procedures, the efficiency of their operating systems, and the effectiveness of their accounting, financial, and other operating controls.
4. Review procedures and records of University departments and activities for their adequacy to accomplish intended objectives, and appraise policies and plans relating to the activity or function under audit review.
5. Prepare and issue audit reports on the results of audits performed ~~examinations~~.
6. Develop recommendations and ~~recommend new policies and procedures~~ to satisfy audit deficiencies.
7. Appraise the adequacy of the action taken by University departments and activities to correct reported deficient conditions through post audit reviews; continue reviews with appropriate management personnel on actions considered inadequate until there has been a satisfactory resolution of the matter.
8. Advise campus offices on acceptable business procedures and internal controls.

9. Conduct special reviews or investigations as directed by the President of the University and/or the University Regents.

10. Serve as facilitator and coordinator for all federal, State and other external audit agencies. All external audit agencies must contact the Director of Internal Auditing for all entrance and exit audit conferences. The Director of Internal Auditing will ensure that all audit reports for institutions governed by the Board of Regents are presented to the Board of Regents.

Auditing Direction

~~The University Internal Auditing effort will include both financial audits and operational, management studies.~~


~~With regard to financial audits, a long range audit program will be developed that will sample units on all campuses so that over an extended period of time the majority of units will be audited either by the University internal auditors or external auditors. In addition, there may be financial audits from time to time of specific units apart from the planned sampling when special circumstances suggest that those audits are necessary.~~

~~There will be an emphasis on operational or management type reviews. Ordinarily, the financial audits mentioned above will be accompanied by a management letter. In addition, special management studies may be needed in particular areas that require special attention. Some of these can be scheduled in the annual audit plan while others will arise during the year because of particular circumstances. (RM, 2-12-86, pp. 18859-64; 3-8-90, P. 21624; 12-9-97, p. 25709).~~

Regent Siegfried, Chair of the Audit Committee, recommended the Board of Regents approve a revision to Section 4.26 of the Policy Manual of the Board of Regents of The University of Oklahoma.

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

There being no further business, the meeting adjourned at 10:05 a.m.


Chris A. Purcell
Executive Secretary of the Board of Regents

Regents' Fund
Highlights of September 30, 1998
Financial Statements

I. Market Value

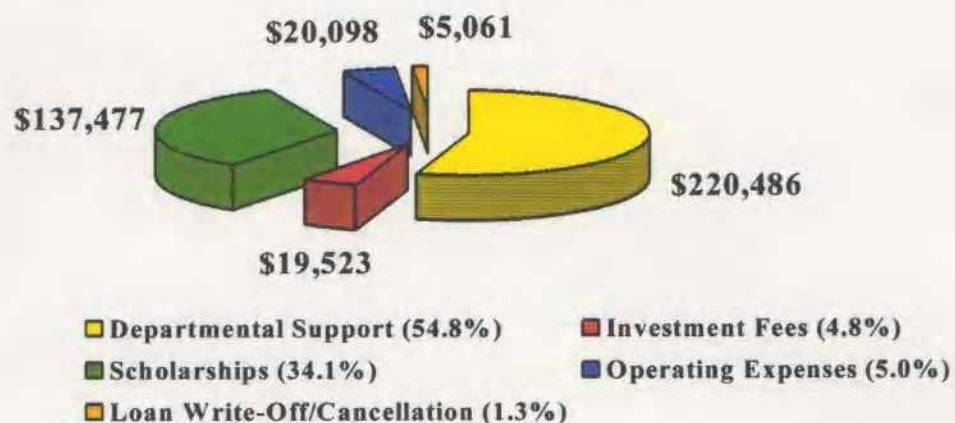
The total market value of the Regents' Fund at September 30, 1998 was \$33,258,251. During the three months ended September 30, 1998, recognized revenues of (\$2,012,726) were under expenditures of \$402,645 resulting in a net decrease to market value of \$2,415,371. This decrease is attributable primarily to unrealized depreciation on investments.

Revenues

	<u>FY98</u>	<u>FY97</u>
Investment Income	\$ 312,722	\$ 285,555
Cash Gifts	53,264	31,396
Other Income	5,571	8,290
Unrealized (Depreciation) Appreciation	<u>(2,384,283)</u>	<u>1,480,194</u>
Total Revenues	<u>(\$2,012,726)</u>	<u>\$1,805,435</u>

Effective July 1, 1997, the University adopted the provisions of Governmental Accounting Standards Board (GASB) Statement No. 31. GASB No. 31 requires that investments be reported at fair value and that any change in unrealized appreciation (depreciation) be reported as investment earnings.

FY98 Expenditures



II. Cash Gifts and Contributions

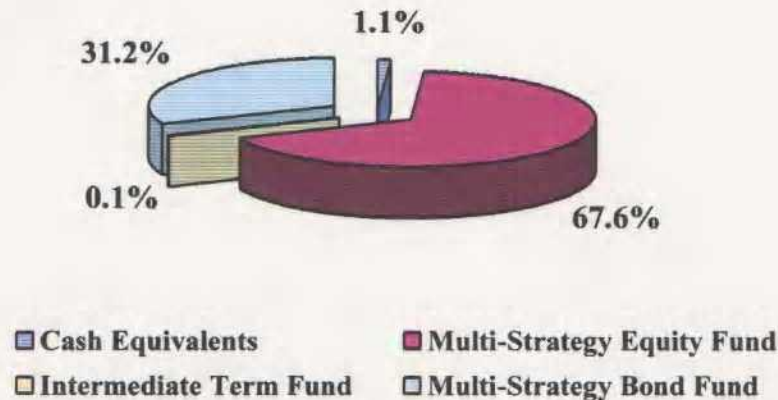
The following cash gifts and contributions were received during the three months ended September 30, 1998.

• A gift from Mr. Frank Moore for the benefit of the Margaret, Carl, and Frank Moore Scholarship Fund	\$	51,207
• A gift from Crestar Bank for benefit of the OU General Scholarship Fund		1,000
• A gift from Chevrolet Motor Division for benefit of the Sylvia Lewis Scholarship Fund		1,000
• A gift from the George P. Benson Estate for the benefit of the George P. Benson Unrestricted Fund		57
		<hr/>
	\$	53,264
		<hr/>

III. Consolidated Investment Fund (CIF)

• Asset Allocation

Cash and investments held by the CIF at September 30, 1998, had a market value of \$26,815,442, down \$2,527,035 (-8.61%) from June 30, 1998 and up \$2,789,228 (11.61%) from September 30, 1997. The asset allocation of the CIF as of September 30, 1998 is fully summarized below.

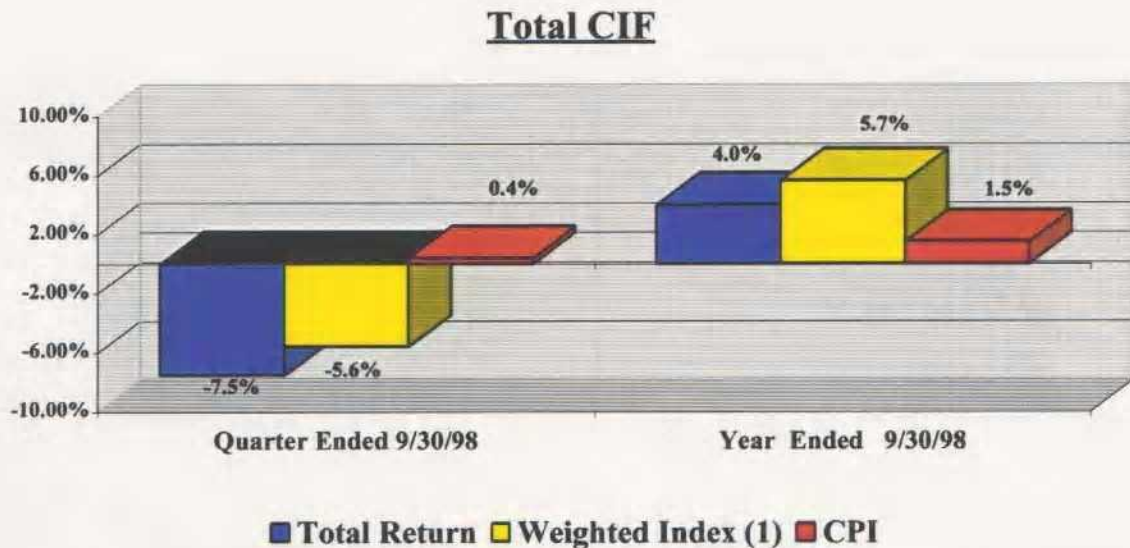


- **CIF Performance**

- The absolute objective of the CIF is to seek an average total annual real return of 5.0% or CPI and other costs plus 5%. The relative objective of the CIF is to seek competitive investment performance versus appropriate or relative capital market measures, such as securities indices. These objectives are measured primarily by comparing investment results, over a moving annualized one, three, five, seven, and ten three months time periods.

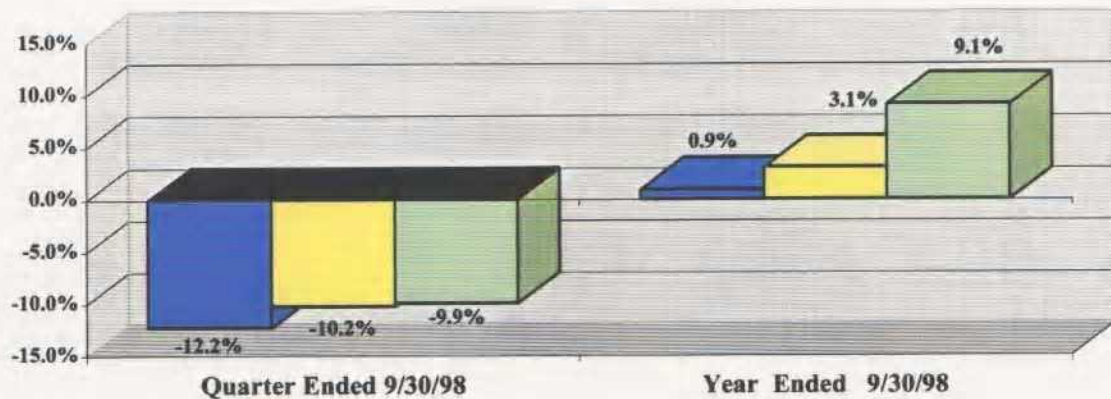
- **Short Term Performance (12 Month)**

As illustrated in the graphs below, the total return on the CIF for the year ended September 30, 1998 is 4.0%, under the weighted index of 5.7% by 170 basis points. The equity fund return (0.9%) is under the custom benchmark (3.1%) by 220 basis points. The bond fund return (12.1%) exceeded the Lehman Aggregate Bond Index (11.5%) by 60 basis points.



- (1) The weighted index is a composite of equity indices represented by The Common Fund Custom Benchmark, the Lehman Aggregate Bond Index, and the 91 day Treasury Bill.

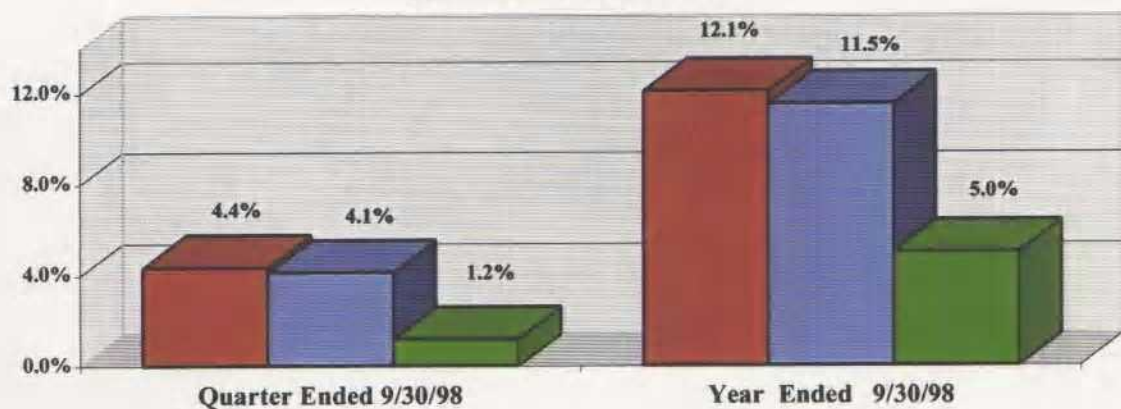
CIF Equity Funds



■ Multi-Strategy Equity Fund ■ Custom Benchmark (1) ■ S&P 500

- (1) The Custom Benchmark is an index computed by The Common Fund that consists of various equity indices. The benchmark is a more appropriate measure for performance reflecting the fund's diversification and asset allocation structure. The Custom Benchmark is based upon: 1) 22% Russell 3000 Index, 2) 17% Russell 1000 Growth Index, 3) 17% Lipper Equity Income Fund Index, 4) 18% MSCI World/MSCI ex-U.S. Index, 5) 11% S&P 500 Index, and 6) 15% Van U.S. Fund of Funds Index.

CIF Bond Funds



■ Multi-Strategy Bond Fund ■ Lehman Aggregate Bond Index ■ 91 Day Treasury

IV. Short Term Investment Fund (STIF) Performance

- The market value of STIF at September 30, 1998 is \$4,559,237.
- As indicated below, the total return on the STIF for the three months ended September 30, 1998 is 5.8%, exceeding the 91-Day Treasury bill rate of 5.0% by 80 basis points.

