

**MINUTES OF A REGULAR MEETING
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
MONDAY & TUESDAY, SEPTEMBER 20-21, 2021**

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**MINUTES OF A REGULAR MEETING
THE UNIVERSITY OF OKLAHOMA BOARD OF REGENTS
September 20-21, 2021**

A regular meeting of the Board of Regents governing The University of Oklahoma, Cameron University and Rogers State University was called to order in the Auditorium, Robert M. Bird Library, on the Health Sciences Center Campus in Oklahoma City, Oklahoma, at 2:33 p.m. September 20, 2021.

The following Regents were present: Michael A. Cawley, Chair of the Board, presiding; Regents Frank Keating, Phil B. Albert, Natalie Shirley, Eric Stevenson, Anita L. Holloway and Rick Nagel.

Others attending all or a part of the meeting included Mr. Joseph Harroz, President of The University of Oklahoma; HSC Senior Vice President and Provost Jason Sanders; NC Senior Vice President and Provost Andre-Denis Wright; OU-Tulsa Interim President James Sluss; Vice Presidents Sean Burrage, Joe Castiglione, Mackenzie Dilbeck, Belinda Hyppolite, and David Surratt; Acting Vice President of Operations Brian Holderread; Associate Vice President for Budget & Finance Stewart Berkinshaw; Chief Audit Executive Charles Wright; Chief Legal Counsel Anil Gollahalli; External Counsel Drew Newville; and Executive Secretary of the Board of Regents, Dr. Chris A. Purcell. Others attending the meeting included Hollye Hunt, Executive Director of Governmental Affairs; and Chair of the Norman Campus Faculty Senate Keri Cornelson.

Attending from Cameron University was Dr. John McArthur, President of the University.

Attending the meeting from Rogers State University was Dr. Larry Rice, President of the University; and Mark Rasor, Vice President for Administration and Finance.

Notice of the time, date and place of this meeting was submitted to the Secretary of State, and the agenda was posted in the Office of the Board of Regents on or before 2:30 p.m. on September 10, 2021, both as required by 25 O.S. 1981, Section 301-314.

Chair Cawley opened the meeting, announced that the Board would be going into executive session, and asked for a motion for such.

Regent Stevenson moved the Board enter executive session for the purposes A, C, D, F, G, H, J, K, and N as listed on the Executive Session agenda item, below. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway, and Nagel. The Chair declared the motion unanimously approved.

The Board moved to the Provost's Conference Room for the executive session at 2:34 p.m.

EXECUTIVE SESSION

Proposed Executive Session: Possible discussion and vote to enter Executive Session pursuant to 25 O.S. § 307(B) for the following discussion purposes:

- a. Confidential communications between the Board and its attorney(s) concerning pending research or financial investigation(s) and/or claims, where the Board's attorney has determined disclosure will seriously impair the ability of the Board to conduct the investigation(s) in the public interest as authorized under 25 O.S. § 307(B)(4);
- b. Confidential communications between the Board and its attorney(s) concerning potential claim(s) involving real estate operations, where the Board's attorney has determined disclosure will seriously impair the ability of the Board to process the claim(s) in the public interest as authorized under 25 O.S. § 307(B)(4);
- c. Confidential communications between the Board and its attorney(s) concerning pending personnel claims, where the Board's attorney has determined disclosure will seriously impair the ability of the Board to conduct the investigation(s) in the public interest as authorized under 25 O.S. § 307(B)(4);
- d. Confidential communications between the Board and its attorney(s) concerning pending negligence, unjust enrichment claims or other legal claims, where the Board's attorney has determined disclosure will seriously impair the ability of the Board to conduct the investigation(s) in the public interest as authorized under 25 O.S. § 307(B)(4);
- e. Discussion of the potential purchase and/or appraisal of real property under 25 O.S. § 307(B)(2);
- f. Routine, periodic review of employment of University President(s) as authorized under 25 O.S. § 307(B)(1).
- g. Routine, periodic review of employment of University personnel as listed in Attachment A as authorized under 25 O.S. § 307(B)(1).
- h. Routine, periodic review of employment of University personnel as listed in the Academic and Administrative and Professional Personnel agenda items of the RSU, CU and OU public agendas as authorized under 25 O.S. § 307(B)(1).
- i. Discussion of assessment of potential vulnerability of governmental facilities as authorized under 25 O.S. § 307(B)(11)(b) and 51 O.S. § 24A.28(A)(2).
- j. Discussion of confidential trade secret information as authorized under 25 O.S. § 307(B)(7) and 51 O.S. § 24A.19.
- k. Discussion of confidential information pertaining to donors or prospective donors under 25 O.S. § 307(B)(7) and 51 O.S. § 24A.16a.
- l. Discussion of filed litigation against Cameron University, including the following cases and/or claims where the Board's attorney has determined disclosure will seriously impair the ability of the Board to conduct the investigation(s) in the public interest as authorized under 25 O.S. § 307(B)(4):
None.
- m. Discussion of filed litigation against Rogers State University, including the following cases and/or claims where the Board's attorney has determined disclosure will seriously impair the ability of the Board to conduct the investigation(s) in the public interest as authorized under 25 O.S. § 307(B)(4):
None.
- n. Discussion of filed litigation against the University of Oklahoma, including the following cases and/or claims where the Board's attorney has determined disclosure will seriously impair the ability of the Board to conduct the investigation(s) in the public interest as authorized under 25 O.S. § 307(B)(4):
 1. *Garg v. University*, Case No. CJ-2018-628 in the District Court for Cleveland County, Oklahoma;
 2. *Guo v. University*, Case No. CIV-21-679-R in the United States District Court for the Western District of Oklahoma;

3. *Grillot v. University, et al.*, Case No. CIV-19-241-F in the United States District Court for the Western District of Oklahoma;
4. *In re: Genentech, Inc. Herceptin (Trastuzumab) Marketing and Sales Practices Litigation*, 16-MD-2700 in the United States District Court for the Northern District of Oklahoma;
5. *Knox/Shepherd v. Oklahoma State Regents for Higher Education and Board of Regents for the University of Oklahoma, Cameron University and Rogers State University*, Case No. CJ-2020-2383 in the District Court for Oklahoma County, Oklahoma;
6. *McLaughlin v. University, et al.*, Case No. CIV-21-539 in the United States District Court for the Western District of Oklahoma;
7. *Melton v. University, et al.*, Case No. CJ-21-423 in the District Court for Cleveland County, Oklahoma;
8. *Meyer v. University, et al.*, Case No. CIV-15-403 in the United States District Court for the Western District of Oklahoma;
9. *Patterson v. University, et al.*, Case No. CIV-20-355-R in the United States District Court for the Western District of Oklahoma;
10. *Tufaro v. University, et al.*, Case No. CIV-20-1138-J in the United States District Court for the Western District of Oklahoma.

Individuals include:

- President, The University of Oklahoma
- Senior Vice President and Provost, Norman Campus
- Senior Vice President and Provost, Health Sciences Center
- Vice President of the University of Oklahoma and General Counsel to the Board of Regents of the University of Oklahoma governing the University of Oklahoma, Cameron University and Rogers State University
- Executive Secretary of the University of Oklahoma Board of Regents; Vice President for University Governance; and Secretary of the University of Oklahoma, Cameron University and Rogers State University
- Vice President for Intercollegiate Athletics Programs and Director of Athletics
- Vice President for University Advancement
- Acting Vice President for University Operations
- Vice President for Student Affairs and Dean of Students
- Vice President for Online Learning
- Senior Associate Athletics Director

- Associate VP, Chief Budget Officer, Norman
- Chief Audit Executive
- Vice President of Administration & Finance, HSC
- President, Cameron University
- President, Rogers State University

The Board returned to the Auditorium and Regent Keating moved the Board exit executive session at 3:07 p.m. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway, and Nagel. The Chair declared the motion unanimously approved.

MINUTES

Regent Keating moved approval of the minutes of the meetings held on June 22 and July 30, 2021, as printed and distributed prior to the meeting. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway, and Nagel. The Chair declared the motion unanimously approved.

REPORTS OF COMMITTEE CHAIRS

Regent Shirley, Facilities & Properties: The Finance and Properties Committee met today and with a fairly long agenda, but I will tell you that Brian Holderread, who is staffing is doing a fantastic job as the interim COO. He really has put probably hundreds and hundreds of man hours into this. So the first thing that we considered are the property boundaries of the University. You might think that that is easy. You look at a fence line and you think you're done, but when it comes to OU, that really is more difficult. So we looked at the property that was owned within the boundaries, or what we consider to be the boundaries of the University, as well as property that is owned by the University outside the boundaries, the traditional boundaries of the University to determine both what it looked like as well as what was necessary for the core mission and the strategic plan of the University. And so we looked at each one of those properties and analyzed them against that strategic plan and determined that there were a number of properties that with the concurrence of President Harroz's leadership were not necessarily necessary to the core mission of the University or part of the strategic plan. We then looked at on a matrix, how easy it would be to dispose of these properties and whether or not we thought that it could be done in a reasonable time. That will proceed over a period of time. All of those issues will be brought back to this body for final disposition, but nevertheless, a very logical and consistent way to approach how we look at property is what's going forward. We then looked at deferred maintenance. I think, starting about three years ago, deferred maintenance came to the top of a list of things that OU needed to look at. I asked Brian to prioritize the deferred maintenance that was needed across the campus. That proves to be challenging just because the needs are so great and diverse. So I looked at it in terms of HVAC systems, boilers, chillers, et cetera, roofs, windows, so on and so forth, and by doing that, he was then able to look at, at those buildings that needed some of everything, and so he has created a prioritization of the deferred maintenance that the University needs across the Norman campus, which is the first time I

think that has ever been done. He has, since that time, identified those things that have to be done, and we can do them in Fiscal Year 22. Then he created a list for Fiscal Year 23 and a list for Fiscal Year 24, so now both in terms of property and in terms of deferred maintenance, we can, as a body easily look and see where we are on the list and check off the progress that is being made, and when we need to make a right turn, for example, maybe we lose a roof. We can easily slot that in and understand what gets further pushed down the list and what gets moved up. As a final matter, we reviewed staffing that is an area that encompasses so many things from the police department to the golf course, from purchasing to deferred maintenance and so on and so forth. It was noted that within each one of these items, we have significant vacancies except maybe one or two very small areas. I think that the significant vacancies must be addressed before we're going to be able to properly address the issues in terms of deferred maintenance and all of the other items under that umbrella, but I know that they're working towards that. This is not just a University issue or an operations issue, this is a nationwide issue, but Brian and his team are working very hard to accomplish it, and that is my report Mr. Chairman.

Chairman Cawley said, "Just to comment, we obviously receive all of these materials and review them, and I want on behalf of the Board for you please, to compliment Brian on this work that he's doing and the materials he's put together, and I thank you and your committee for excellent work and from my standpoint, my sense is it's the first time real serious consideration of these kinds of matters has ever been taken place at OU, so thank you really for high quality work."

Chairman Cawley, Health & Clinical Enterprise, asked that HSC Provost Jason Sanders report on this committee: We talked about the educational research and clinical programs with the OU Health Sciences Center and our educational programs on this agenda. We are pleased to announce the appointment of Dean Paul Mullasseril for the OU College of Dentistry and to highlight strategic work, the College of Dentistry is going, you see also on your agenda, the expansion of clinical services in Northeast Oklahoma at the Tulsa campus Schusterman Center. We're also pleased to announce a Chair of Dermatology and Dr. Pam Allen has been committed not only to clinical training of students and residents, but reaching out to the community that underscores our commitment to diverse and inclusive care. For research, you know that we have ambitions to significantly increase NIH funding and help the clinical enterprises committee discuss the search item that you see for the next vice president for health sciences research to grow NIH funding, to grow clinical trials, and particularly to grow our partnership with OU Health to deploy research from bench to the bedside across our clinical enterprise. You also see on the agenda support for research operations, that our faculty have discussed the benefit, whether it's core labs or other facilities, and having a broader team and the VPR's office to assist day to day with our investigators and you see those announcements of Dr. Darren Akins and Dr. Dean Myers. We also talked about our clinical programs and our affiliation with OU Health and appreciates support of the Board of Regents. The definitive agreements were completed on July 1st to form OU Health through the merger of OU Physicians in Oklahoma City, new medicine, hospitals, and that transition period is underway. It is timely as our health system, as well as many others face significant nurse and clinical staffing challenges with OU Health as other systems across the state, and OU is going to be part of the solution. We know that the nursing shortage continues to persist, not only is it acute now, there'll be for months, even years in the future, and so we're working together, the OU

College of Nursing and OU Health to do a bold proposal for training thousands of nurses for our state to meet the needs the other systems and our state leaders have highlighted. We talked about during this transition period, a lot of our goals in patient quality and patient experience and how we now have a structure where our clinical leaders work side-by-side and in closer partnership with our operational administrative leaders, we'll be providing further updates as we go through the fall and into the spring, but we're very much focused on the transition to be a statewide integrated care delivery system that provides research-based medicine, that's distinctive and unique. I thank the Health and Clinical Enterprises Committee, happy to answer any questions.

Regent Holloway, Finance, Audit & Risk: As I shared in June, this committee is charged with oversight of the financial accounting and risk management functions of each of the universities under our governance, and our committee is continuing to operate in line with our annual calendar. Since our last report in May, we have met twice, and as a reminder, all committee actions that we take are advisory and formal actions or approvals must come before this meeting for those to be official, so they must come before the full board. So with my report, I'd like to update you on the significant matters that our committee has considered at the last two meetings. First, I mentioned to you in May that our committee was overseeing the national search for a new Chief Financial Officer for the University of Oklahoma. That search did culminate this month with the hiring of Matt Brockwell. He's an OU alum with over 35 years of experience within the financial and accounting industry, and he will be relocating with his family back to Oklahoma from Washington DC to join OU the 1st of December. So we're really excited about the skillset that Matt will bring to this position, and we're looking forward to welcoming him back home to Oklahoma. Additionally, we have engaged an external firm to assist us in conducting an enterprise risk management assessment for the University of Oklahoma. This will allow us to categorize all of the risks that the University faces, and so we expect to have an update on that work at our meeting in December. At our committee meeting today we have, as you all know, we have a June 30 fiscal year end for each of the universities under our governance. So at this committee meeting, we were presented with the fourth quarter, ended June 30 financial statements of each university, and we also reviewed the comparison of those results for the budget for the same period, and we also considered an enrollment statistics for each university and campus at the meeting today. So, for each institution, the actual financial results for the year yielded no significant concerns when compared to the established budgets on an overall basis and our cash position at each does remain strong. Of note, Cameron University had its most successful year in grant writing this past year so we're very excited about that fact. We are closely monitoring enrollment trends at both Cameron and Rogers State. Both institutions are still continuing to see COVID impacts on their enrollment, but freshmen enrollment at University of Oklahoma, Norman Campus is certainly a bright spot. For the OU Health Sciences Campus, we did discuss the financial impacts of hospital staffing shortages and our academic role in producing nurses to meet the current demand for those critical positions. And since our last report in May, I did also want to report that the budgets for Fiscal 22 were approved in a state largely consistent with that, that we discussed with you in May. Also in the committee meeting today, we received reports on our external audit, the progress there for each of Rogers State, Cameron, the Norman Campus for OU and the OU Health Sciences Center. Those are currently in process for our fiscal year, ended June 30th and should be completed in October of this year. Today we also received an update on the

bond issuance to finance the acquisition of the Cross housing complex, and at each of the meetings that we have had, we've received an update on the results of internal audits from our Chief Audit Executive Charles Wright, and we do continue to monitor progress towards operational and internal control improvements that have come out of his team's work. Just in closing, I mentioned at the last meeting that the tenet from which our Finance, Audit and Risk Committee operates, is that we want each of the universities under our governance to maintain a culture of commitment to ethics, compliance, strong financial internal controls and reporting mechanisms for compliance concerns. So we're focused on those tenets and, on being wise with the financial resources that we're entrusted with, we want to make sure that we're achieving the mission of each of the universities under our governance to provide quality education and in the case of OU, quality health care to our state. So Mr. Chairman, that's my report.

Regent Stevenson, Administration & Operations: Since we last met, we've had two meetings or I guess three including today, with David Horton who heads up IT and the primary work there was to assess and solidify our cybersecurity and data security, and in that work with David, he has just done, he and his team, Chairman, have done an amazing job. The key recognition is just in today's world, how fast and how much has changing around security, and OU historically has been in a, really a distributed model where we had a central IT organization, but each department also had an IT department and in today's world, that's just an outdated model, it creates a lot of risk for us and what we've charged David and his team with is how do we centralize that more, create more control. There's additional staffing and support that David asked for today and approved and has been working with President Harroz and his team to put that in place. We're really excited about the pace of his focus around that. We just see that as a big risk, the threats across the country and across universities continue to go up and we feel like we've got one of the best who's helping us be in a good position to address the cyber issues. The second area, we've met with today was, Joe Castiglione over Athletics, and while there is lots going on in that space, there's one highlight is going into the pandemic, Joe and his team identified what they thought could be somewhere in the \$40 million range of losses, and we're just proud to report that through great leadership and being proactive they worked that number way, way down to under \$25 million and just a really a yeoman's work and Joe's probably sitting there, the work isn't done, right?. It continues every day and just trying to keep the facilities clean and another piece that wasn't so much part of our report, but that I know Joe called out recently is that there were some challenges with food service this weekend at the football game concessions and just everyone's facing incredible staffing shortages. This is what I love about OU. Joe didn't pull any punches. He apologized to the community right away over this before the weekend was out, and just really took charge of that and made sure that in his promise that we'll adjust it going forward so really great work there by Joe and by Larry Naifeh. The third thing that I wanted to mention, and the last thing is contracts for our regional Presidents for President MacArthur and President Rice. Neither president has a contract and our committee has worked to put those contracts in place. These are both five-year contracts and in just a moment, I'll make a motion that we approve those if this is the right time?

Chairman Cawley stated, "It is the right time and I think for the benefit of the group here, they need to understand that we have had an opportunity in executive session to review these matters from Regent Stevenson and I would ask the Board if there are any questions of Regent Stevenson?" The Chair

then called for a vote on Regent Stevenson's recommendation of five-year contracts for Presidents McArthur and Rice. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway, and Nagel. The Chair declared the motion unanimously approved.

Regent Stevenson concluded his report by stating that the committee is completing performance reviews for all three Presidents.

Regent Keating, Academic Affairs & Research: We met this morning, we divided our agenda into fours. We had four specific conversations, but the most important was the introduction to the committee and the introduction to all of us individually, as well as collectively of Andre-Denis Wright, our new Provost. He has a rich academic background, in the interstate world and he has a wonderful personal background in the international world, and I think without exaggeration or equivocation, all of us were enormously impressed with his vision, his humility, and his commitment to focus on the top three things are of importance to the University of Oklahoma. First is Academics, second is Academics and third is Academics. We also had a research update from Tomas Diaz de La Rubia, and what was important there, obviously there is the potential for substantial funds coming from Washington and one of these bills and how we could use that money to focus on partnership with the private sector or partnership with other public sectors in the research arena. Examples would be as Rick Nagel, who is one of our fellow Regents noted in the defense arena, certainly, and because this is the University of Oklahoma, in the weather related arena. Whatever and however we can use our students and faculty to participate in what is a hugely important part of what we do as an academic and research institution, and that's research. We also had a conversation with Jim Sluss and the OU Tulsa strategic plan update focused in on the importance of having a continued partnership at the very highest levels with the Tulsa Chamber and with the leadership community of Tulsa to more fully realize the muscularity that we must have with OU Tulsa and other things that we could do, other partnerships that we could create, other programs that we could offer to see to it, for example, that OU Tulsa provides undergraduate the third and fourth year in the stem subjects and other things to assure that we all have highly educated and economically successful students who graduate from our programs. The last program that we were discussing was OU Online update. Gregg Garn discussed it in considerable detail, the older adult program, the need for real strength in that area, so that we can encourage older adults to get their degrees at OU. It was a robust discussion, all four items, certainly getting to know Andre[-Denis Wright well and to listen to his vision for the future was a highlight of our conversation, but it was very beneficial, very, very helpful, and I think I speak for the Regents who participated that it was hugely important, I think to the success of Joe Harroz and his administration.

CAMERON UNIVERSITY

REPORT OF THE PRESIDENT OF THE UNIVERSITY

Thank you for the invitation to the Inauguration and Investiture of President Harroz. It was an impressive event in support of an even more impressive institution. Well done and best wishes, President Harroz. In August, Cameron's academic units were recognized with the Excellence in Assessment designation for a second time by the National Institute for Learning Outcomes Assessment and partnership with the Association of American Colleges and

Universities. The award recognizes assessment practices throughout the institution and utilization of assessment results to guide institutional decision making on behalf of the students and to improve student performance. Seven institutions were recognized nationally. I want to thank Professor Kyle Moore, Chair of Chemistry, Physics, and Engineering, and Professor Stacie Garrett, in Education for their work and leadership to get us through that project as we would go forward. We're in the sixth week of classes, our faculty, staff and students remain nimble, so that student learning opportunities continue around and through quarantines, contact tracing, vaccination clinics and that's not to mention all of the other things that are in the hurdles that our students face to complete and pursue a college education. The latest round of higher education emergency refund payments to students went out last week. All eligible enrolled students received at least \$800 last week and the over half of Cameron students who qualify as low income received \$1,200. Of course, the students can spend the federal funds however they wish, but if they choose to spend it on educational opportunity, that \$800 payment is tuition, fees and books for the cost of a course, and for the low-income students, the \$1,200 almost covers the complete cost of tuition, fees and books for two courses so almost half the cost of attending for a semester. So we continue to be very appreciative to our delegation in Washington for the federal support that's allowing our students to move forward with their education in terrible, terrible circumstances as we can work. That concludes my report, Mr. Chairman.

CONSENT ITEMS

The Consent Agenda contained items, listed and shown below, requiring Board approval but for which no substantive discussion was anticipated. Prior to seeking approval of the Consent Agenda, the Chair provided any Board member the opportunity to move an item from the Consent Agenda and onto the Action Agenda to be discussed. Otherwise, the Chair entertained a motion to approve the items on the Consent Agenda as listed. No such request was made regarding these items.

SUBSTANTIVE PROGRAM CHANGES – CU REVISIONS TO FACULTY HANDBOOK – CU CONTRACTS AND GRANTS

Regent Nagel moved approval of the Consent Items. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway, and Nagel. The Chairman declared the motion unanimously approved.

SUBSTANTIVE PROGRAM CHANGES – CU

Oklahoma State Regents for Higher Education policy 3.4.3.A requires that substantive changes in programs require approval from the institutional governing board and the State Regents.

The Oklahoma State Regents for Higher Education require that all substantive changes in degree programs be presented to the institution's governing board for approval before being forwarded to the State Regents for consideration. The changes in the academic programs presented below have been approved by the President, upon recommendations of the appropriate faculty, academic unit and dean, the Curriculum Committee or Graduate Council, and the Vice President for Academic Affairs. The changes are being submitted to the Board of Regents for approval prior to submission to the State Regents.

1. PROGRAM: B.A. in English

PROPOSED CHANGE: Option Deletions and Program Requirement Changes

COMMENTS: Both program options in Creative Writing and Literature will be deleted and replaced by an electives category. The requested changes give students greater freedom in choosing electives that best suit their interests and career goals. The requested change will not require additional funds.

For the major core, nine courses will be removed and replaced by four existing courses. The required option category will be deleted and replaced by an electives category. The requested changes streamline the major core and give students greater flexibility in choosing electives. No courses will be deleted, and no new courses will be added. Total hours required for the major core will increase from 21 to 24. Total elective hours will increase from nine to 18 hours. Total hours required for the major will decrease from 45 to 42 hours. Total hours required for the degree will not change. The requested change will not require additional funds.

2. PROGRAM: B.A. in English Education

PROPOSED CHANGE: Program Requirement Changes

COMMENTS: For the major core, eight courses and two hours of electives will be removed and replaced by five existing courses. The requested changes will increase marketability of graduates and provide language diversity training critical to public school classrooms. The requested changes will also update the major core to better align with that proposed for the BA in English. No courses will be deleted, and no new courses will be added. Total hours required for the major core will decrease from 41 to 33. Total hours required for the major will decrease from 74 to 66. Total hours required for the degree will not change. The requested change will not require additional funds.

President McArthur recommended the Board of Regents approve the proposed changes to the Cameron University academic programs.

REVISIONS TO FACULTY HANDBOOK – CU

Cameron has reviewed its Faculty Handbook for relevant revisions.

The review prompted revisions in several areas. The proposed revisions fall into one of the following categories:

- Removing references to faculty status for librarians (Two existing faculty librarians will maintain their status)
- Adding the Assurance Argument Review Committee to the list of Ad Hoc Committees and Task Forces

The revised Faculty Handbook is attached hereto as Exhibit A with the proposed revisions noted. The Table of Contents, references, and formatting will be updated upon Board approval.

President McArthur recommended the Board of Regents approve revisions to the Cameron University Faculty Handbook.

CONTRACTS AND GRANTS – CU

Regents' Policy 4.10.3 requires contracts involving annual revenues of \$50,000 or more to be reported to the Board. Additionally, if the agreement would establish or make policy of the University or would otherwise involve a substantial service to be performed by the University, it must be submitted to the Board for approval.

In accordance with Board policy, a list of awards and/or modifications in excess of \$50,000 or that establish or make policy for the University, or that otherwise involve a substantial or significant service to be performed by the University are shown below.

Strengthening CU: Providing Non-academic Support to Increase Student Success:

Grantor:	U.S. Department of Education	
Award Period:	10/01/20 - 09/30/21	\$ 356,914
Performance Period:	10/01/20 - 09/30/25	\$ 2,064,296
Remainder:	10/01/21 – 09/30/25	\$ 1,707,382

Program Purpose: This program will create a Student Enrichment Center (SEC) that assists at-risk students with basic university requirements, and serves to motivate students toward the successful completion of their post-secondary educations. The goals of the SEC are to increase persistence rates and completion rates for first-time full-time degree seeking students and full time degree seeking transfer students attending the institution for the first time, provide at least 120 at-risk students a work-based learning experience aligned with in-demand industry sectors, and provide personal financial literacy, understanding, and responsibility support for at least 400 at-risk students.

Key services provided by the program include:

- Support for at-risk students by providing referrals for additional support needs as well as follow-up to those referrals
- Being a liaison between at-risk student and academic advisor
- Identify work-based experiences either on-campus or in the community of Southwest Oklahoma
- Financial literacy workshops
- Personal financial counseling to assist in building personal financial understanding and responsibility

CU: Strengthening Resiliency by Expanding Opportunities

Grantor:	U.S. Department of Education	
Award Period:	08/02/21 – 08/01/23	\$ 1,163,222
Performance Period:	08/02/21 – 08/01/23	\$ 1,163,222

Program Purpose: The objectives for this grant are 1.) To effectively use technology to enable safer in-person learning for students in Agriculture courses, 2.) To expand asynchronous distance education opportunities in Science, Technology, Engineering, and Mathematics (STEM) to undergraduate students, including dual enrollment students, and 3.) To expand access to college level courses for dual enrollment students at 12 rural high schools in CU's service area that have been identified as partners for this grant.

Key aspects of the grant's goals are to:

- Install fiber optic cable to the Agriculture Complex and University Farm
- Install distance education technology at the Ag Complex and University Farm
- Provide faculty training for use of distance education technology and offer blended and hybrid courses at the Ag Complex and University Farm
- Convert three under utilized spaces into instructional development centers for online STEM courses to facility the creation of additional STEM course offerings
- Hire two Instructional Extension Agents to work with rural high school partners
- Install fiber optics and wireless access to two rural high schools/communities that currently do not have that technology
- Purchase Chromebooks for students at rural high schools to use while taking dual enrollment courses
- Recruit eligible high school students at the rural partners to participate in dual enrollment courses

Student Support Services:

Grantor:	U.S. Department of Education	
Award Period:	09/01/21 - 08/31/22	\$ 460,680
Performance Period:	09/01/20 - 08/31/25	\$ 2,303,400
Remainder:	09/01/22 – 08/31/25	\$ 1,382,040

Program Purpose: The Student Support Services (SSS) program provides opportunities for academic development, assists students with basic university requirements, and serves to motivate students toward the successful completion of their post-secondary educations. The SSS program may also provide grant aid to current SSS participants who are receiving Federal Pell Grants. The goal of SSS is to increase retention and graduation rates of its participants and facilitate the process of transition from one level of higher education to the next.

Services provided by the program include:

- Instruction in basic study skills
- Tutorial services
- Academic, financial, or personal counseling
- Assistance in securing admission and financial aid for enrollment in four-year institutions, graduate and professional programs
- Information about career options
- Mentoring
- Special services for students with limited English proficiency
- Direct financial assistance (grant aid) to current SSS participants who are receiving Federal Pell Grants

Upward Bound:

Grantor:	U.S. Department of Education	
Award Period:	09/01/21 - 08/31/22	\$ 352,757
Performance Period:	09/01/17 - 08/31/22	\$1,712,178
Remainder:		\$ -0-

Program Purpose: Upward Bound provides fundamental support to participants in their preparations for university entrance. The program provides opportunities for participants to succeed in pre-universities performance and ultimately in higher education pursuits. Upward Bound serves high school students preparing to enter postsecondary education who come from low-income families or from families in which neither parent holds a bachelors degree. The goal of Upward Bound is to increase the rates at which participants enroll in and graduate from institutions of postsecondary education. All Upward Bound projects must provide instruction in math, laboratory science, composition, literature, and foreign language.

Program services include:

- Instruction in reading, writing, study skills, and other subjects necessary for success in education beyond high school
- Academic, financial, or personal counseling
- Exposure to academic programs and cultural events
- Tutorial services
- Mentoring programs
- Information on postsecondary education opportunities
- Assistance in completing university entrance and financial aid applications
- Assistance in preparing for university entrance exams
- Work study positions to expose participants to careers requiring a postsecondary degree

Talent Search/Open Doors:

Grantor:	U.S. Department of Education	
Award Period:	09/01/21 - 08/31/22	\$ 417,727
Performance period:	09/01/21 - 08/31/26	\$ 2,088,635
Remainder:	09/01/22 – 08/31/26	\$ 1,670,908

Program Purpose: The Talent Search/Open Doors program identifies and assists individuals from disadvantaged backgrounds who have the potential to succeed in higher education. The program provides academic, career, and financial counseling to its participants and encourages them to graduate from high school and continue on to the postsecondary schools of their choosings. Talent Search also serves high school dropouts by encouraging them to re-enter the educational system and complete their educations. The goal of Talent Search is to increase the number of youth from disadvantaged backgrounds who complete high school and enroll in the postsecondary education institutions of their choosing.

Services provided by the program:

- Academic, financial, career or personal counseling including advice on entry or re-entry to secondary or post-secondary programs
- Career exploration and aptitude assessment
- Tutorial services
- Information on postsecondary education
- Exposure to university campuses
- Information on student financial assistance
- Assistance in completing university admissions and financial aid applications
- Assistance in preparing for university entrance exams
- Mentoring programs
- Special activities for sixth, seventh and eighth graders
- Workshops for the families of participants

President McArthur recommended the Board of Regents ratify the awards submitted with this agenda item.

<u>Award Title</u>	<u>Grantor</u>	<u>Award Period</u>	<u>Award Amount</u>
Strengthening CU: Providing Non-academic Support to Increase Student Success Services	U.S. Dept. of Education	10/01/20 – 09/30/21	\$ 356,914
CU: Strengthening Resiliency By Expanding Opportunities	U.S. Dept. of Education	08/02/21 - 08/01/23	\$1,163,222
Student Support Services	U.S. Dept. of Education	09/01/21 - 08/31/22	\$ 460,680
Upward Bound	U.S. Dept. of Education	09/01/21 - 08/31/22	\$ 352,757
Talent Search Program	U.S. Dept. of Education	09/01/21 - 08/31/22	\$ 417,727

ACTION ITEMS

ACADEMIC & ADMINISTRATIVE PERSONNEL ACTIONS – CU

Section 3.1.1 of the Regent's Policy Manual grants the Board the authority to manage certain personnel actions.

CHANGE(S)

Boss, Stephanie, Associate Professor and Chair, Department of Sports and Exercise Science, title changed to Associate Professor and Chair, Department of Sports and Exercise Science and Interim Chair, Department of Education, effective August 1, 2021.

Dzindolet, Mary, Professor, Department of Psychology, title changed to Professor, Department of Psychology and Interim Coordinator, Student Enrichment Center, effective August 10, 2021.

Javed, Muhammad, Associate Professor and Chair, Department of Computing and Technology, title changed to Associate Professor and Chair, Department of Computing and Technology and Interim Chair, Department of Mathematical Sciences, effective August 1, 2021.

McArthur, John, President, review of compensation and terms and/or contract of employment, and to make any adjustments regarding same.

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

Regent Nagel moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway, and Nagel. The Chair declared the motion unanimously approved.

FOR INFORMATION ONLY ITEMS

Also included in the agenda were the following items that were identified, by the administration of each University, as “For Information Only.” No action was required, but discussion, comments or consideration could have occurred if requested.

ACADEMIC CALENDAR 2022-2023 – CU
NONSUBSTANTIVE PROGRAM CHANGES – CU
CURRICULUM CHANGES
ON-CALL ARCHITECTS AND ENGINEERS QUARTERLY REPORT – CU
ANNUAL INVESTMENT REPORT – CU
QUARTERLY REPORT OF PURCHASE OBLIGATIONS – CU
QUARTERLY FINANCIAL ANALYSIS

ACADEMIC CALENDAR 2022-2023 – CU

Section 3.19.4 of the OSRHE Policy and Procedure Manual requires all academic calendars to be submitted annually to the State Regents.

The Oklahoma State Regents for Higher Education authorize the President to approve the institution’s academic calendar each year. The calendar is then submitted to the State Regents by December 1 prior to the summer semester to which the proposed calendar applies. The academic calendar attached hereto as Exhibit B is for information only and will be submitted to the State Regents.

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

NONSUBSTANTIVE PROGRAM CHANGES - CU

Oklahoma State Regents for Higher Education policy 3.4.3.A requires that nonsubstantive changes be reported to the institutional governing board and the State Regents.

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. The modifications listed below have been approved by the President, upon recommendations of the Vice President for Academic Affairs, respective deans and department chairs, and the Curriculum Committee or Graduate Council.

1. PROGRAM: Minor in Art History

PROPOSED CHANGE: Modification

COMMENTS: One course required for the minor was recently split into three separate course numbers and titles. The requested change will allow students to take any of the three courses to fulfill the art history requirement for the minor. Total hours required for the minor will not change. Additional funds are not requested.

2. PROGRAM: Minor in Educational Studies

PROPOSED CHANGE: Modification

COMMENTS: One course required for the minor, previously taught as a special topics course under a different number, was recently assigned a new number and title.

The requested change updates the requirements to reflect the new course number and title. Total hours required for the minor will not change. Additional funds are not requested.

3. PROGRAM: Minor in Management

PROPOSED CHANGE: Modification

COMMENTS: One course required for Business Administration and Accounting majors who choose this minor was previously deleted. The requested change will allow students to take an additional upper division MGMT-prefix course to partially fulfill requirements for the minor. Total hours required for the minor will not change. Additional funds are not requested.

4. PROGRAM: Minor in Music

PROPOSED CHANGE: Modification

COMMENTS: Recent changes to baccalaureate music programs necessitates an update to the requirements for the minor in Music. The requested changes will replace one required course and one elective course with two existing courses. Total hours required for the minor will not change. Additional funds are not requested.

5. PROGRAM: Minor in Recreational Arts

PROPOSED CHANGE: Deletion

COMMENTS: One course required for the minor was previously deleted. Additionally, student interest and demand for the minor has historically been low. Additional funds are not requested.

6. PROGRAM: Minor in Social Sciences

PROPOSED CHANGE: Addition

COMMENTS: The requested addition of a new interdisciplinary minor will give both current and transfer students more options and greater flexibility to fulfill minor requirements in the social sciences. Additional funds are not requested.

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

CURRICULUM CHANGES – CU

Oklahoma State Regents for Higher Education policy 3.4.3.B requires that addition, modification, or deletion of courses be reported to the institutional governing board and the State Regents.

The Oklahoma State Regents for Higher Education confer upon each institution the authority to add, modify and delete courses, but require that the changes be communicated to them for information. The modifications listed below have been approved by the President, upon recommendations of the Vice President for Academic Affairs, respective deans and department chairs, and the Curriculum Committee or Graduate Council.

COURSE DELETIONS

<u>Prefix /Number</u>	<u>Title</u>
ENGL 2980	Selected Topics in Language Arts
ENGL 2981	Selected Topics in Language Arts
ENGL 2982	Selected Topics in Language Arts

COURSE MODIFICATIONS

<u>Prefix /Number</u>	<u>Title</u>	<u>Comments</u>
ENGL 2983	Selected Topics in Language Arts	Change in title, description, CIP code, and # of repeats
ENGL 3113	Shakespeare	Change in title, description, prerequisites, and # of repeats
ENGL 4133	Studies in American Literary History	Change in title, description, and prerequisites
ENGL 4143	Studies in British Literary History	Change in title, description, and prerequisites
ENGL 4153	Studies in World Literature	Change in description and prerequisites

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

ON-CALL ARCHITECTS AND ENGINEERS QUARTERLY REPORT – CU

In June 2020, the Board of Regents authorized a group of architectural and engineering firms to provide professional on-call services. Work completed during the fourth quarter of fiscal year 2021 by on-call architectural and engineering firms is summarized below.

<u>Firm Name</u>	<u>Date Initiated</u>	<u>Work Performed</u>	<u>Fee</u>
LWPB Architecture	April 27, 2020	Construction Documents – New Atrium Addition to Library	\$1,981.65
LWPB Architecture	April 27, 2020	Construction Documents – New Atrium Addition to Library	\$1,719.75
Frankfurt Short Bruza Associates	August 10, 2020	Architecture Services for Shepler Mezzanine Elevator	\$29,911.08

**CUMULATIVE TOTAL PROFESSIONAL
ARCHITECTURAL AND ENGINEERING FEES FOR WORK
COMPLETED BY ON-CALLS THROUGH THE FOURTH QUARTER
OF FISCAL YEAR 2020-2021**

<u>Firm Name</u>	<u>Total Fees</u>
LWPB Architects and Planners	\$86,020.10
Frankfurt Short Bruza Associates	\$29,911.08

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

ANNUAL INVESTMENT REPORT – CU

Section 4.1 of the Regents' Policy Manual requires that accrued interest be reported to the Board of Regents annually.

The annual report of investment activity for Cameron University is hereby submitted. Cameron University's temporary idle cash is invested in accordance with Section 4.1 of the CU/RSU Regents' Policy Manual. All available operating and capital funds are invested with the Oklahoma State Treasurer's OK Invest Program. In addition to operating and capital funds invested in the OK Invest Program, the University has a self-insured employee life insurance program in which claims over \$75,000 are ceded to an insurance company. Funds related to this life insurance program are used for payments to beneficiaries and a rate stabilization reserve. These funds are held in interest-bearing accounts by the plan's administrator.

During the fiscal year ending June 30, 2021, on an average invested balance of \$9,128,421 for all funds invested, Cameron University earned a total of \$144,968 in interest, compared to an average invested balance of \$6,912,836 with \$153,705 earned in interest in fiscal year 2020. The average annual rate of return for fiscal year 2021 was 1.59 percent.

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

QUARTERLY REPORT OF PURCHASE OBLIGATIONS – CU

The Board of Regents' policy governing the buying and selling of goods and services states that:

- I. Purchases and/or acquisition of goods and services over \$250,000 must be submitted to the Board for prior approval; and
- II. Purchase obligations between \$50,000 and \$250,000 must be reported quarterly to the Board as an information item. Sole source procurements in this category must also be reported and identified as such.

The required reports for the quarter ended June 30, 2021 are as follows:

PURCHASE OBLIGATIONS FROM \$50,000 TO \$250,000

Item	Description	Campus-Department	Vendor	Award Amount	Explanation/Justification
1.	Vehicle purchase	Physical Facilities	Creative Bus Sales Inc.	\$74,885.00	Purchase of new bus
2.	Furniture purchase	Computing & Technology	Scott Rice Company Inc	\$101,964.42	Purchase of additional node chairs for classrooms
3.	Software upgrade	Information Technology Services	Business Imaging Systems Inc	\$60,697.77	Upgrade of Appxtender software
4.	Computer purchase	Information Technology Services	Dell Marketing LLP	\$67,975.75	Purchase of computers for campus
5.	Software purchase	Information Technology Services	CDW Government Inc	\$72,075.75	Purchase of Microsoft Surface Studio 2
6.	Data processing equipment purchase	Information Technology Services	GHA Technologies Inc	\$88,128.00	Purchase of Cisco equipment for campus
7.	Data processing equipment purchase	Information Technology Services	Dell Marketing LLP	\$62,600.72	Purchase of servers for campus
8.	Data processing equipment purchase	Information Technology Services	SKC Communications Products LLC	\$231,635.12	Purchase of mobile videoconferencing carts for campus

SOLE SOURCE PROCUREMENTS IN EXCESS OF \$50,000

There were no Sole Source Procurements for the period of April 1, 2021 through June 30, 2021.

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

QUARTERLY FINANCIAL ANALYSIS – CU

The reporting schedule of the Finance, Audit, and Risk Committee establishes a quarterly reporting requirement for financial statements.

By request of the Board of Regents, the Cameron University Statements of Net Position as of June 30, 2021 and 2020, and Statements of Revenues, Expenses and Changes in Net Position for the twelve months then ended are attached hereto as Exhibit C. The statements are unaudited and are presented for management use only.

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

ROGERS STATE UNIVERSITY**REPORT OF THE PRESIDENT OF THE UNIVERSITY**

Let me echo what President McArthur said. It was enjoyable to be a part of the ceremony, President Harroz, and thank you for that. It was enjoyable for many reasons, but one, it was brief, and so we've attended several of those, but it was very good. The speeches were eloquent and on target and we wish you well and we know that the University is in good hands, so thank you for that. Second, I want to thank Regent Nagel for traveling to Rogers State and starting out in Claremore at 8:00 AM and spending the entire day touring all three of our campuses and so Rick, I wanted to publicly thank you for that. That's quite a commitment. All of you, men and women are busy, but thank you for doing that and appreciate that. I had an excuse not to go with him. I had COVID so I filled his day with vice-presidents, so he probably learned a lot more anyway, but one of them Dr. Rasor, is up there in the audience, so thank you. But Rick, thank you so much for your time. We appreciate you visiting all three campuses. Okay, and I know I need to keep moving here, so, the enrollment, I'll start there. Undergrad is down. I would tell you that every undergraduate count in the regional system is down with exception of USAO. Graduate is a bright spot for us. We're up almost double in our enrollment in graduate enrollment, concurrent is up. So we're grateful for that. We're bringing in a consultant, starting late October, early November, to tell us what we're doing right, or what we're doing wrong and offer some expertise there. Our COVID numbers, they're trending down. We have a plan in place if they trended up, but we have done the incentive as many other universities have or the vaccination. In fact, last week-we take census every Thursday night-and we only had five new cases. When we started the first few weeks of school, and we are a small school, we were having 25 and 30 cases a week. We thought there would be a spike after Labor Day that did not happen, so we're grateful for that. So we went from 25 to 35 to, to 20, to nine to five this last Thursday. So we're very grateful for that. We had a clinic about the second week of school and vaccinated 60. We have another clinic scheduled September 28th, and so we hope we'll continue to have that robust turnout. We think that the incentive from the last clinic would encourage more to attend as well. We just had our Oklahoma Military Academy reunion. They are our strongest alumni base and I'm happy to report it's been almost 10 days and we've not had any health issues out of that. We've made it very aware that they needed to wear a mask or have the vaccines and that group is very disciplined and they do wear masks and they were vaccinated. And to my knowledge, we've not had any positives as we met in person, but we did social distancing and so forth. Keep in mind that the youngest attendee was 68 years old, the youngest, and so they're always a joy to have on campus and so we appreciate that. We've received one new Federal grant and from the TRIO that you all will accept, hopefully a little bit later. That's \$500,000 grant for the K-12 work in K-12 for us to assist with recruiting admission through the Talent Search program. We did officially open the Pryor innovation center and established their partnership a couple of weeks ago. We had a lot of press coverage. I'll remind you that we're having a special event for Senator Imhoff during the week of November 8th through the 12th. And I regret, I can't tell you what day yet, but one day soon the Senator will give us a date and we'll pass that along. That's my report, Chairman. Thank you.

CONSENT ITEMS

The Consent Agenda contained items, listed and shown below, requiring Board approval but for which no substantive discussion was anticipated. Prior to seeking approval of the Consent Agenda, the Chair provided any Board member the opportunity to move an item from the Consent Agenda and onto the Action Agenda to be discussed. Otherwise, the Chair entertained a motion to approve the items on the Consent Agenda as listed. No such request was made regarding these items.

SUBSTANTIVE PROGRAM CHANGES – RSU
CONTRACTS AND GRANTS – RSU
OKLAHOMA MILITARY ACADEMY MUSEUM RENOVATION - RSU

Regent Albert moved approval of the Consent Items. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, Holloway and Nagel. The Chairman declared the motion unanimously approved.

SUBSTANTIVE PROGRAM CHANGES – RSU

The Oklahoma State Regents for Higher Education require that all substantive changes in degree programs be presented to the institution's governing board for approval before being forwarded to the State Regents for consideration.

I. PROGRAM

Department of History and Political Science
 Bachelor of Arts-Public Affairs (123)

PROGRAM CHANGES:

Reduction of the Program Core Requirements from 30 to 18 hours.
 Creation of a Political Science methodology course-POLS 3003.
 Elimination of the "Focus" areas for the Public Administration Option.
 Creation of a third "International Relations" option.
 Add 12 hours of guided electives.
 Change free electives from 1-7 hours to 5-11 hours

COMMENTS:

Departmental assessment of the Bachelor of Arts in Public Affairs supports the conclusion that the degree is somewhat complex, and in need of streamlining. Eliminating the focus areas will bring the public administration curriculum into line with the political science and the proposed international relations options.

II. PROGRAM

Department of Biology
 Bachelor of Science-Biology (112)

PROGRAM CHANGES:

Add BIOL 3203-Bioethics to General Education Global Studies for all programs.

COMMENTS:

The Bioethics course will be able to provide students with a broad understanding of bioethical issues that can be related to their life experiences and there is no substitution of the class among the classes offered under the Global Studies section.

President Rice recommended the Board of Regents approve the proposed changes in the Rogers State University academic programs.

CONTRACTS AND GRANTS – RSU

Regents' Policy 4.10.3 require contracts involving annual revenues of \$150,000 or more to be reported to the Board. Additionally, if the agreement would establish or make policy of the University of would otherwise involve a substantial service to be performed by the University, it must be submitted to the Board for approval.

In accordance with Regents' policy, a list of awards and/or modifications in excess of \$250,000 or that establish or make policy for the University, or that otherwise involve a substantial or significant service to be performed by the University are shown below.

Educational Opportunity Center:

Grantor:	U.S. Department of Education	
Award Period:	09/01/2021-08/31/2022	\$501,616.00
Anticipated Performance Period:	09/01/2021-08/31/2025	

Program Purpose: The Educational Opportunity Center (EOC) program provides counseling and information on university admissions to qualified adults who want to enter or continue a program of postsecondary education. An important objective of EOC is to counsel participants on financial aid options and to assist in the application process. The goal of EOC is to increase the number of adult participants who enroll in postsecondary education institutions.

Services Provided by the Program:

- Academic advice
- Personal counselling
- Career workshops
- Information on postsecondary educational opportunities
- Information on student financial assistance
- Assistance in completing applications for university admissions, testing, and financial aid
- Coordination with nearby postsecondary institutions
- Media activities designed to involve and acquaint the community with higher education opportunities
- Tutoring/Mentoring

President Rice recommended the Board of Regents ratify the awards submitted with this agenda item.

<u>Award Title</u>	<u>Grantor</u>	<u>Award Period</u>	<u>Award Amount</u>
Educational Opportunity Center	U.S. Dept. of Education	09/01/21 – 08/31/22	\$ 501,616

OKLAHOMA MILITARY ACADEMY MUSEUM RENOVATION – RSU

The OMA Museum is in Meyer Hall on RSU's Claremore Campus. The Museum is a memorial to those who attended the OMA. The Museum houses the individual stories of the more than 10,000 OMA cadets by collecting, preserving, and displaying letters, photographs, uniforms, and other memorabilia. It is an integral part of Oklahoma and RSU's history.

The OMA Alumni Association seeks to renovate the Museum to attract more visitors by creating a modern and engaging experience. The OMA Alumni Association expects the Project to cost \$500,000. The OMA Alumni Association plans to fund the majority of the Project costs through private funds. Because the Project requires upgrades and modification to Meyer Hall's interior, it is asking RSU to contribute an amount not to exceed \$100,000 and provide minimal support from RSU's facilities management personnel. The Project will not begin until the OMA Alumni Association raises the remaining funds (~\$400,000) necessary to complete the project. It currently has \$150,000 of the total amount.

The President believes the Museum's renovation is in RSU's best interests. It provides, preserves, and promotes RSU's rich history, it engages alumnus, creates a destination showcasing RSU's campus, and provides beneficial updates to Meyer Hall.

The OMA Alumni Association selected Company B, owned by Dr. Bob Blackburn, to consult on the project. Dr. Blackburn has extensive experience in designing historical museums. He helped plan and build the Oklahoma History Center and serves as its executive director from 1999 to 2021. Moreover, his father taught government and history at the OMA. As a consultant, Company B is designing the visitor experience, creating displays, supervising interior remodeling, and providing other related services.

Company B and the Alumni Association plan to enter an agreement to begin designing the Project and raise money, but no construction will begin nor RSU funds committed until the Alumni Association raises the necessary funds. Because of the project's nature and specific restrictions, the contract will constitute a sole source contract under the Regents Policy Manual, 4.10.9. Company B is qualified to perform these services and the related price is fair and reasonable.

For the reasons set forth above, the President recommends that he or his designee be given authority to negotiate and execute a sole source agreement with Company B for remodeling, refurbishing, and renovating the OMA Museum in an amount not to exceed \$100,000 in University funds.

President Rice recommended the Board of Regents:

- I. Grant the President or his designee the authority to negotiate and execute the necessary agreements, subject to legal counsel review, for remodeling, refurbishing, and renovating the Oklahoma Military Academy (OMA) Museum in an amount not to exceed \$500,000, with RSU's portion not to exceed \$100,000 (the Project); and
- II. Grant the President or his designee the authority to negotiate and execute a sole source agreement, subject to legal counsel review, with Company B, to serve as design consultant and perform other services relating to the Project.

ACTION ITEMS**ACADEMIC AND ADMINISTRATIVE PERSONNEL ACTION(S) – RSU****APPOINTMENT(S):**

Gerard, Troy. M.B.A., Instructional Designer, full-time, twelve-month appointment, annualized salary of \$60,000 (\$5,000.00 per month), effective August 1, 2021.

Hammond, Bradley. M.Ed., Registrar, full-time, twelve-month appointment, annualized salary of \$65,000 (\$5,416.67 per month), effective July 1, 2021.

Rowh, Brett. B.S., Director, Pryor Campus, full-time, twelve-month appointment, annualized salary of \$63,500 (\$5,291.67 per month) effective July 8, 2021.

Sanchez, Amber. M.S.N., Instructor, Department of Health Sciences, full-time, twelve-month, non-tenure track appointment with a promotion to Undergraduate Nursing Program Coordinator, annualized salary of \$67,275 (\$5606.25 per month), effective June 1, 2021.

Taylor, Michelle. Ed.D., Assistant Professor/Director of the Master of Science in Community Counseling, Department of Psychology and Sociology, full-time, twelve-month, tenure track appointment, annualized salary of \$60,000 (\$5,000 per month) effective July 1, 2021.

REAPPOINTMENT(S):

Gray, Dana, Ph.D., Professor in the Department of Business, reappointment to the Sarkeys Endowed Chair in Business, effective August 1, 2021.

Kruse, Holly, Ph.D., Professor, Department of Communications, reappointment to the Greg Kunz Endowed Chair in Mass Communications, effective August 1, 2021.

Macpherson, Peter, Ph.D., Professor in the Department of Technology and Justice Studies, reappointment to the John W. Norman Endowed Chair in Business Information Technology, effective August 1, 2021.

CHANGE(S):

Andrews, Brian. Ph.D., promoted from Associate Professor to Associate Professor/ Department Head, Department of Psychology and Sociology, salary increased from \$46,058 to \$60,707, effective August 1, 2021.

Goltra, Robert, Ed.D., promoted from Vice President for Student Affairs and Interim Vice President for Enrollment Management to Vice President for Student Affairs and Admissions Services, salary at an annualized rate of \$134,000, twelve-month appointment, effective September 1, 2021.

Rice, Larry, President, review of compensation and terms and/or contract of employment, and to make any adjustments regarding same.

RESIGNATION(S)/TERMINATION(S):

Dotterer, Gary, Ph.D., Director, Center for Teaching and Learning, effective May 14, 2021.

Gates, Faith. M.B.A., Director, Pryor Campus, effective July 16, 2021.

Harjo, Jessica. Ph.D., Instructor, Department of Fine Arts, effective May 31, 2021.

Lawless, Alan, Director, Stratton Taylor Library, effective April 30, 2021.

McGovern, Jennifer. Ph.D., Writing Center Coordinator, Department of English and Humanities, effective May 26, 2021.

Melton, Nan, Executive Administrative Assistant, Academic Affairs, effective July 23, 2021.

Udoh, Uduak. Ph.D., Assistant Professor, Department of Biology, effective July 30, 2021.

RETIREMENT(S):

Dial-Driver, Emily. Ed.D., Professor, Department of English and Humanities, effective May 31, 2021.

Graham, Jamie. Ph.D., Professor/Department Head, Department of Mathematics and Physical Science, effective August 31, 2021

Grenier, Douglas. Ph.D., Associate Professor, Department of Mathematics and Physical Science, effective July 31, 2021.

Kryrlova, Tetyana. Ph.D., Assistant Professor, Department of Technology and Justice Studies, effective May 31, 2021.

Marrero, Abner. Ph.D., named Professor Emeritus, Department of Psychology and Sociology, effective July 31, 2021.

Reith, Vicky. Ph.D., Assistant Professor, Department of Health Sciences, effective May 31, 2021.

President Rice recommended approval of the administrative and faculty personnel actions listed.

FOR INFORMATION ONLY ITEMS

Also included in the agenda were the following items that were identified, by the administration of each University, as “For Information Only.” No action was required, but discussion, comments or consideration could have occurred if requested.

**NON-SUBSTANTIVE PROGRAM CHANGES – RSU
ACADEMIC CALENDAR FOR 2022-2023 – RSU
ANNUAL INVESTMENT REPORT – RSU
QUARTERLY FINANCIAL ANALYSIS – RSU**

NON-SUBSTANTIVE PROGRAM CHANGES – RSU

The Oklahoma State Regents for Higher Education confer upon each institution the authority to approve modifications that are non-substantive but require the changes to be communicated to them for information only. The program modifications itemized below have been approved by the President and the Vice President for Academic Affairs, upon recommendation of the appropriate department and faculty, Curriculum Committee, and the Academic Council.

COURSE ADDITION

<u>PREFIX/NO.</u>	<u>TITLE</u>
POLS 3003	Political Science Methodology

PROGRAM ADDITION

- I. PROGRAM
 Department of History and Political Science
 New Minor-International Relations

CORE COURSES: (9 hours)
 GEOG 2243 Human Geography
 POLS 2043 Comparative Politics
 POLS 3053 International Relations

ELECTIVE COURSES: (9 hours)
 Select nine hours from GEOG, POLS, or HIST electives.

Total hours: 18

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

ACADEMIC CALENDAR FOR 2022-2023 - RSU

The Oklahoma State Regents for Higher Education authorize the President to approve the institution's academic calendar each year. The calendar is then submitted to the State Regents by December 1 prior to the summer semester to which the proposed calendar applies. The academic calendar attached hereto as Exhibit D is for information only and will be submitted to the State Regents.

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

ANNUAL INVESTMENT REPORT - RSU

The annual report of investment activity by Rogers State University is hereby submitted. Rogers State University invests its temporary idle cash in accordance with Section 4.1 of the Regent's Policy Manual for CU/RSU. Rogers State University invests all available operating funds with the Oklahoma State Treasurer's Cash Management Program (CMP) and funds held by the Bank of Oklahoma. The Business Office monitors the cash requirements of the institution to maximize the amount of funds invested.

During the fiscal year ended June 30, 2021, the average invested balance was \$8,066,977 for all funds invested. Rogers State University earned a total of \$124,807 in interest on investments. The earned interest rates ranged from 2.29 to 2.15%. The annual average rate of return was calculated at a rate of 1.55% for investments with the Oklahoma State Treasurer's office.

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

QUARTERLY FINANCIAL ANALYSIS - RSU

By request of the Board of Regents, the Rogers State University Statement of Net Position as of June 30, 2021, Statement of Revenues, Expenses, Changes in Net Position for the twelve months then ended and related Executive Summary are presented and attached hereto as Exhibit E.

QUARTERLY FINANCIAL ANALYSIS For the twelve months ended June 30, 2021 and 2020

EXECUTIVE SUMMARY

Highlights from the Statements of Net Position as of June 30, 2021, and Statement of Revenues, Expenses and Changes in Net Position for the twelve months ended are presented below for information only.

STATEMENT OF NET POSITION

- The University saw an increase of \$0.7 million in total assets. Cash and cash equivalents increased \$3.1 million over the year. Net capital assets decreased \$2.9 million due to depreciation.
- Total liabilities decreased \$2.5 million primarily due to continued reductions in bonded and capital lease debt.
- The net effect of these changes is an increase of \$3.2 million in net position.

STATEMENT OF REVENUES, EXPENSES AND CHANGES TO NET POSITION

- Although tuition and fee revenue dropped significantly, \$3 million, the drop was offset by increased federal grants and an increase in Auxiliary enterprise revenues.
- Operating expenses were up primarily due to compensation and benefit costs. Supplies and materials were up due to PPE expenses. These expenses were offset by federal COVID funds.
- Nonoperating revenues were down \$1 million of which half was a reduction in state appropriation.

This report is unaudited and presented for informational purposes only.

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

THE UNIVERSITY OF OKLAHOMA

REPORT OF THE CHAIR

President Harroz, before you actually take a seat, I want to just say for the benefit of everybody here, and it's been alluded to by the two regional presidents, we did inaugurate the 15th president of the University of Oklahoma last week, and, publicly on behalf of the Board of Regents, we want to wish you our very best, and we want to work with you in every way and make the University of Oklahoma the best.

REPORT OF THE PRESIDENT OF THE UNIVERSITY

Thank you very much, appreciate that a lot. It was a remarkable weekend and a celebration of the University. It is, was incredibly humbling. I appreciated you presiding, appreciated all of the Regents attending and all of you that were there. As I said there, I'm the 15th, there'll be a 16th and the 17th. This is about the institution, and you know, to look at the life-changing work that University does for individuals and their lives, for the state, and for the larger society, it's stunning and a privilege and I'm grateful and I'll always deal with it, knowing that it's an incredible honor and an obligation, and I'm grateful, so thank you to each of you. It's in that light and vein that I want to talk a little bit about where we stand right now. We're in the fifth week of classes taking place, and we preceded that with two weeks of students being on campus, and one need look no further than the signs in front of us here. I'm grateful to those that are here to talk about concerns that exist. This is a remarkably uncertain time as we look at how we deal with the pandemic and how we approach it. There are no perfect answers and it starts with what we do and it's changed lives and it's a profound purpose. As we look at what we do and how we approach what we do in the workplace, safety is essential and it's critical. We have to also look at the other side of it as well, which, is the work we're doing important and how long until this pandemic ends? We look at what it means to be an in-person institution. As we look at those five pillars that we have the contact with students, the interaction with students, we know that if it is delayed over and over again, that students will drop out of school, they would not attend. They would not get those experiences that impact them. We believe in what we do and so it's a balancing, it's an imperfect balancing as we approach this and there are no perfect answers. We're in a better position because we have the vaccine. I was encouraged with the recent Mayo study that showed that masks were 99.5% effective from any distance. All of that being said, we know risks still attends to it, and the question is, how do we manage it in a way that embraces both sides, both the mission we have and the students that we know need to have this experience to move forward in their lives and how we make it as safe as possible. We've had town halls and we'll have more and more discussions and the answers are imperfect, but it's always an effort to do better and get that balance right. It will never be perfect, and we know the Delta variant is one more variant and there will be other variants. So how we approach it is not perfect, and for those that have concerns, you know, I agree there are concerns on each side of how we manage the risk and also the opportunity that we bring. There is some good news. One of these I've reported before so I won't cover it in depth, but I will say that we were incredibly encouraged when we look at our demographic. Obviously at the Health Science Center, it's even more encouraging, but Norman campus, we did a survey of our students coming in and the students at that time in June, 72% of those students were vaccinated, had taken the vaccine when they came in. Among those coming in as freshmen, we had a pretty comprehensive survey as they came in. 66.5% had received at least one dose and of the balance, 22.3% said they wanted to pursue it or were interested in pursuing the vaccine itself. We're doing more surveys, gathering more data, working hand in glove. I see Keri Kornelsen here, and you know, working with the Faculty Senate, Exec staff, Senate exec, students trying to find that balance that's right. We have lots of weekend conversations about how we can do better and what we must do that's more. We're also now as part of those conversations, working on a survey that went out last week from Provost Wright to find out what the numbers were, as far as vaccines go for our faculty, GTA's and Academic Affairs staff. We will continue to work on that.

Our walk-in vaccines, since those numbers were published over a thousand additional vaccines have been given. We have student incentives and of that student incentive program, Norman campus, we get 7,400 students participating with over 6,600 having both doses, being fully vaccinated and almost all of the rest on that path among that group. Part of the discussions and requests among the many that were brought forward, were the idea of an incentive campaign for faculty and staff and that incentive campaign has begun. I won't cover all the protocols, but it is a work in progress. We'll continue to monitor those, the state of the law and those things that we can do to address those. We talked about bright spots and encouraging events. We talked about having a freshman class coming in that was larger. Friday was the last day for add-drops, so those numbers are final and our freshmen class this year is the biggest freshman class in the history of the University of Oklahoma at 4,582 students. The 25% first-generation students, 25% first in their families' lives to go to college and 38% identifying as minority members. The research numbers we've talked about were record high, and fundraising has been also a record, but what's also exciting about the record fundraising for those that weren't able to attend last Thursday afternoon, we picked the hottest possible moment, the hottest possible place in the sun but it deserved that kind of focus and light, because we named for the first time and only time, the College of Arts and Sciences, the Dodge Family College of Arts and Sciences, and it's stunning what that gift does. When we look at our strategic plan that moves us so far forward, and I love the fact that the Dodge Family name is attached to it. Homer Dodge was a professor here in 1919, a professor of Physics. He was chair of the department and the only person in that department, which made departmental meetings very quick, but it is amazing the work he did in Physics, in Quantum Physics, much of the basis was laid in the twenties for Quantum Physics that is used today to be applied in this intersection of Physics and Engineering, right? Applied Physics is a frontier because of Homer Dodge and his work in 1919 and beyond, and with this gift that was made, puts the University of Oklahoma firmly at the forefront of that intersection with the ability to help so many people in all of our lives. Half of that gift goes to the College of Arts and Sciences outside of Physics with the largest majority of that going towards scholarships for those students that have the need and that have the talent, many of whom otherwise would not be able to attend. So it is really a stunning moment and one that we're incredibly excited about. We'll see in the agenda today, Mr. Chairman, and the rest of the Regents, we have a number of facility renovations that allow us to pursue our research enterprise, appointments, a number of those also speak to that pillar five and moving ourselves forward. There were a couple of mentions of the new Dean of the College of Dentistry. I'll also add two more and also our new CFO. I would add to that Dorothy Anderson, who is our new Chief Human Resources Officer on this agenda. She comes to us with 30 years of experience and was the VP for Human Resources at the University of New Mexico and brings tons of talent here. I would also add Thomas Brent Smith, who is a really remarkable individual. We did an incredible recruiting effort to get the Director of the Fred Jones, Jr. Museum of Art, something that touches not just the lives, but the souls of us as citizens. He joins us in November from the Denver Art Museum, remarkable individual. He has served as the director there of the Petrie Institute of Western American Art and is someone that will bring a great deal to our University. One other item we're going to talk about and we'll discuss it then is the Cigna contract. We'll discuss it then, but I do want to say that starting today at 8:00 AM, the board came in again. You heard the reports that were

offered up. There is deep and substantive work being done by this Board that is hard work. Because of it, this University is better. It's a lot of time. It's thankless most of the time, and I just want to say that you're making a huge difference and we're grateful to the Board for all that you're doing. Thank you.

Regent Holloway exited the meeting during the President's report.

CONSENT ITEM(S)

The Consent Agenda contained items, listed and shown below, requiring Board approval but for which no substantive discussion was anticipated. Prior to seeking approval of the Consent Agenda, the Chair provided any Board member the opportunity to move an item from the Consent Agenda and onto the Action Agenda to be discussed. Otherwise, the Chair entertained a motion to approve the items on the Consent Agenda as listed. No such request was made regarding these items.

- AWARDS, CONTRACTS, AND GRANTS – ALL**
- POSTHUMOUS DEGREE – LORI BOSS – NC**
- ON-CALL CONSTRUCTION MATERIALS TESTING CONSULTANTS – ALL**
- PROGRAM MODIFICATION – BACHELOR OF SCIENCE IN MEDICAL IMAGING AND RADIATION SCIENCES – HSC**
- UNIVERSITY RESEARCH PARK 755 3RD FLOOR RENOVATION – HSC**
- COLLEGE OF PHARMACY – NUCLEAR PHARMACY/CLOSED DOOR PHARMACY RENOVATION – HSC**
- DENTAL RENOVATION, COLLEGE OF DENTISTRY – TULSA**
- CENTRAL PLANT PHASE II BOILER – TULSA**

Regent Shirley moved approval of the Consent Items. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chairman declared the motion unanimously approved.

AWARDS, CONTRACTS, AND GRANTS – ALL

	FY20 Total Expenditures	FY21 Jul 2020-Jun 2021 Expenditures
UNIVERSITY OF OKLAHOMA	\$303,519,456	\$321,274,049
NORMAN CAMPUS	\$181,983,761	\$186,699,101
HEALTH SCIENCES CENTER	\$121,535,695	\$134,574,948

Chart Key / Definitions for the pages that are attached hereto as Exhibit F:

RESEARCH = Externally Sponsored Research

OSA/PUBLIC SERVICE = Externally Other Sponsored Activity and Sponsored Public Service (non-Research)

INSTRUCTION/TRAINING = Externally Sponsored Instruction/Training

**OUTREACH/CCE was previously reported in a separate category, but as of July 1, 2019 Outreach/CCE is now combined with OU-Norman's data in Research, OSA, and Instruction/Training. Awards prior to July 1, 2019 may continue to have expenditures in the OUTREACH category through FY20.

EXPENDITURES = Expenditures Related to Externally Sponsored Funding

AWARDS = New Grants and Contacts Received, or Existing Award Modifications Processed

President Harroz recommended that the Board of Regents ratify the awards and/or modifications for March, April, May and June 2021 submitted with this Agenda Item.

POSTHUMOUS DEGREE – LORI BOSS – NC

Ms. Lori Boss, a senior major in Psychology within the College of Arts and Sciences, passed away unexpectedly in July of 2021. Ms. Boss was in the last semester of completing her degree program and had maintained a major GPA of 3.28 and an overall GPA of 3.68.

The faculty of the Department of Psychology, the Dean of the College of Arts and Sciences, and the Senior Vice President and Provost support this request to award a posthumous degree to Ms. Boss.

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

President Harroz recommended the Board of Regents approve the awarding of a posthumous Bachelor of Arts in Psychology to Lori Boss.

ON-CALL CONSTRUCTION MATERIALS TESTING CONSULTANTS – ALL

In May 2016, the Board of Regents ranked geotechnical engineering and construction materials testing firms to provide engineering and testing services required by the University. Eight firms were engaged for an initial one-year period, and as provided by Board approval, the terms of the firms' service were extended for four additional one-year periods. It is now necessary to make a new selection.

Services to be provided include tests for soil compaction, concrete strength, asphalt density and strength, pier inspection, steel welding and other connections, and reinforcing steel condition and placement.

A request for qualifications was sent to the engineering firms that are currently registered with the Construction and Properties Department of the State of Oklahoma Office of Management and Enterprise Services, Division of Capital Assets Management. A committee was formed to evaluate the responses received from seven firms. The committee was composed of the following:

Jeffrey Schmitt, Assistant Director, Architectural and Engineering Services – Chair
 Kyle McGehee, Manager, Director - Planning & Engineering, Facilities Management
 Sarah Zeinalpour, Construction Administrator, Architectural and Engineering Services
 Earl Chain, Project Manager, Architectural and Engineering Services

The committee recommended all of the firms that submitted proposals be selected. Selection will be for an initial one-year term which may be extended for four additional one-year term upon mutual agreement. The firms recommended for selection are:

EST, Inc., Oklahoma City
 Midwest Engineering & Testing Corporation, Oklahoma City
 Olsson Associates, Oklahoma City
 Standard Testing & Engineering Company, Oklahoma City
 Terracon Consultants, Inc., Oklahoma City
 Envirotech Engineering & Consulting, Inc., Enid, Oklahoma
 ECS Southwest, LLP, Oklahoma City

President Harroz recommended the Board of Regents:

- I. Authorize the selection of the construction materials testing firms presented to provide on-call materials testing services as needed for the Norman, Oklahoma City, and Tulsa campuses for a one-year period with option to renew for four additional one-year periods;
- II. Authorize the administration to negotiate terms and conditions for materials testing services by the on-call firms; and
- III. Authorize the administration to execute the required agreements and issue contracts/purchase orders for these services for an initial one-year term which may be extended for four additional one-year terms upon the University's request.

PROGRAM MODIFICATION – BACHELOR OF SCIENCE IN MEDICAL IMAGING AND RADIATION SCIENCES – HSC

The Oklahoma State Regents for Higher Education require that instructional programs obtain approval for modification to existing programs. The requested modification returns MIRS 4963 as an available higher-level course and ensures accreditation standards required by the program's accrediting body, the Joint Review Committee on Education in Radiologic Technology. This current modification does not change the required credit hours for degree completion (64 hours). The modification ensures compliance with established Oklahoma State Regents for Higher Education Policy 3.4.3. The proposed action is herein submitted for Regents' approval.

President Harroz recommended the Board of Regents approve the proposed changes to the Bachelor of Science in Medical Imaging and Radiation Sciences academic program: add Multi-Disciplinary Capstone Seminar (MIRS 4963) to the course inventory.

UNIVERSITY RESEARCH PARK 755 3RD FLOOR RENOVATION - HSC

At this time, an architectural consultant is needed to assist the University in review and evaluation for the renovation of the 3rd Floor of 755 Research Parkway. This project involves renovating approximately 20,000 square feet of space on the 3rd floor of 755 Research Parkway for research laboratories and offices. The project will include constructing open lab

spaces with wet and dry benches and fume hoods, central rooms for tissue culture/microscopy, a cold room, and common areas for autoclaves, dishwashers, and freezers. The new space will help with the critical growth needs in infectious diseases and immunology, Children's Medical Research, Neurosciences, and Cardiovascular Diseases. Renovation of the 3rd floor of URP 755 will provide research space for between 10-15 new researchers depending on their funding and research space needs.

A request for qualifications was sent to the architectural firms that are currently registered with the Construction and Properties Department/Division of Capital Assets Management of the State Office of Management and Enterprise Service, and a committee was formed to evaluate the responses received from nine firms. The committee was composed of the following:

Voting:

Brian Holderread, Associate Vice President, Architectural and Engineering Services
 Brent Everett, Assistant Director, Architectural & Engineering Services, Chair
 Earl Chain, Project Manager, Architectural & Engineering Services
 Dustin Bozarth, Assistant Vice President, Facilities Management
 Timothy Hoehman P.E., Assistant Director, Facilities Management

Based on these proposals and client references, four firms were selected for further evaluation, and the firms were ranked as shown below.

1. Beck Design, Oklahoma City, OK
2. Miles Associates, Oklahoma City, OK
3. JHBR Architecture, Oklahoma City, OK
4. Troy D. Rhodes & Company, Oklahoma City, OK

**UNIVERSITY RESEARCH PARK 755 3RD FLOOR RENOVATION
 ARCHITECTURAL FIRM EVALUATION SUMMARY:**

	Beck Design	Troy D. Rhodes & Company	Miles Associates	JHBR Architecture
Acceptability of Design (Services)	51	36	54	42
Quality of Sub- Consultants	60	48	45	51
Adherence to Cost Limits	17	14	17	16
Adherence to Time Limits	17	15	18	17
Volume of Changes	18	15	16	16
Resources of Firm	18	14	17	15
Total	181	142	167	157

Funds to cover the costs associated with preliminary professional services have been identified, are available and budgeted from department and University funds.

President Harroz recommended the Board of Regents:

- I. Rank in the order presented above architectural firms under consideration to provide professional services for renovation of the 3rd floor-University Research Park building 755.
- II. Authorize the University administration to negotiate the terms of an agreement and a fee, starting with the highest-ranked firm; and
- III. Authorize the President or his designee to execute the consultant contract.

COLLEGE OF PHARMACY – NUCLEAR PHARMACY/CLOSED DOOR PHARMACY RENOVATION – HSC

At the January 2021 meeting the Board of Regents approved a revised project budget for the College of Pharmacy-Nuclear Pharmacy project. A contract was awarded to GE Johnson Construction of Oklahoma City, lower bidder, for construction of the Nuclear Pharmacy project. Board approval authorized the President or his designee to sign the Agreement for Construction and allowed issuance of necessary change orders of up to ten percent of the contract amount, within project budget limitations. The next phase of the project is the Closed Door Pharmacy that involves the renovation of approximately 3,600 square feet of shell space within the Nuclear Pharmacy Building into offices, storage, vial filling, and packaging area.

It is proposed that the Board approve a combined total project budget of \$5,000,000 for the College of Pharmacy Nuclear Pharmacy/Closed Door Pharmacy project.

Funds to cover the costs associated with the project have been identified, are available and budgeted from the department and University funds.

President Harroz recommended the Board of Regents:

- I. Approve a revised project budget of \$3,500,000 for the College of Pharmacy – Nuclear Pharmacy project; and
- II. Approve a project budget of \$1,500,000 for the College of Pharmacy-Closed Door Pharmacy project;

DENTAL RENOVATION – TULSA

At the May 2021 meeting, the Dental Renovation project was approved by the Board of Regents as a part of the comprehensive Campus Master Plan of Capital Improvement Projects for the Tulsa Campus. This project involves the construction & purchase of equipment for an approximately 5,825 square foot clinic for patient care, a small dental laboratory, faculty offices, clerical rooms and a reception room on the OUHSC Tulsa Campus. The Tulsa expansion allows for the creation of a practice that will be populated by third and fourth-year dental students. These students will complete their first two years at the College of Dentistry in Oklahoma City and their third and fourth years in Tulsa. The Tulsa expansion helps our University fulfill one of its primary roles in improving the health of the community by bringing dental service, at a substantially reduced fee, into an economically underserved and populous area of our state. It is proposed that the Board of Regents approve a total budget of \$3,400,000 for the project.

Construction documents for the project are now being prepared by JHBR Architecture. In order to start and complete the project at the earliest possible time, it is proposed that the Board authorize the administration to bid and award a construction contract to the lowest responsive bidder in an amount not to exceed \$1,500,000. The results of the bidding process will be reported to the Board in a future meeting.

Funds to cover the costs associated with the project have been identified, are available and budgeted from College of Dentistry, Private, and University funds.

President Harroz recommended the Board of Regents:

- I. Approve a total project budget of \$3,400,000 for the Dental Renovation project; and
- II. Authorize the University administration to contract and make payments not to exceed the cumulative amount of \$1,500,000 for the construction of the Dental Renovation.

CENTRAL PLANT PHASE II BOILER – TULSA

At the May 2018 meeting, Board of Regents first approved the Campus Infrastructure Improvements as a part of the comprehensive Campus Master Plan of Capital Improvement Projects for the Schusterman Campus. Frankfurt Short Bruza was approved as the project Engineer at the May 2019 Board of Regents meeting. This phase of the project replaces an existing steam boiler and associated equipment as well as the deaerating system originally installed in 1985. This project will also replace the steam heat exchangers in the Schusterman Center Clinic with new high efficiency natural gas fired boilers.

Frankfurt Short Bruza Associates, P.C. is preparing bid documents for the project. In order to start and complete the project at the earliest possible time, it is proposed that the Board authorize the administration to bid and award a construction contract to the lowest responsive bidder in an amount not to exceed \$1,275,000. The results of the bidding process will be reported to the Board in a future meeting.

Funds to cover the costs associated with the project have been identified, are available and budgeted from University and Section 13 funds.

President Harroz recommended the Board of Regents:

- I. Approve an estimated total project budget of \$1,462,000 for the OU Tulsa Central Plant Phase II Boiler; and
- II. Authorize the University administration to contract and make payments not to exceed the cumulative amount of \$1,275,000 for the construction of the Central Plant Phase II Boiler.

ACTION ITEMS**ACADEMIC PERSONNEL ACTIONS – ALL****Health Sciences Center:****NEW APPOINTMENT(S):**

Azizoddin, Desiree Rachel, Psy.D., Assistant Professor of Family and Preventive Medicine, annualized rate of \$125,000 for 12 months, September 30, 2021 through June 30, 2022. New tenure track appointment

Blucker, Ryan T., Ph.D., Associate Professor of Pediatrics, annualized rate of \$116,450 for 12 months, August 29, 2021 through June 30, 2022. New consecutive term appointment

Butt, Hifza, M.D., Assistant Professor of Medicine and The Donald W. Reynolds Chair in Geriatric Medicine #7, annualized rate of \$60,000 for 12 months, August 1, 2021 through June 30, 2022. New consecutive term appointment

Cherry, Amanda Suzanne, Ph.D., Associate Professor of Pediatrics, annualized rate of \$122,950 for 12 months, August 29, 2021 through June 30, 2022. New consecutive term appointment

Condley, Beth Ann, D.N.P., Clinical Assistant Professor of Nursing, annualized rate of \$120,000 for 12 months, September 20, 2021 through June 30, 2022.

Desai, Virenda R., M.D., Assistant Professor of Neurosurgery, annualized rate of \$60,000 for 12 months, August 1, 2021 through June 30, 2022. New tenure track appointment

Galvan Hart, Veronica, Ph.D., Professor of Biochemistry and Molecular Biology and The Donald W. Reynolds Chair in Aging Research #1, annualized rate of \$170,118 for 12 months, July 4, 2021 through June 30, 2022. Tenure credentials under review by University committees

Hart, Matthew J., Ph.D., Professor of Research, Department of Biochemistry and Molecular Biology, annualized rate of \$165,000 for 12 months, July 4, 2021 through June 30, 2022.

Heck, Jennifer Leigh, Ph.D., Assistant Professor of Nursing, annualized rate of \$106,444 for 12 months, August 15, 2021 through June 30, 2022. New consecutive term appointment

Henderson Jr., Jeffrey Lee, Pharm.D., Clinical Assistant Professor of Pharmacy Clinical and Administrative Sciences, annualized rate of \$106,000 for 12 months, August 9, 2021 through June 30, 2022.

Higgins, Kathleen E., D.D.S., Clinical Assistant Professor of Diagnostic and Preventive Sciences, Division of Oral Pathology, annualized rate of \$135,000 for 12 months, July 12, 2021 through June 30, 2022.

Johnson, Damon Robert, D.D.S., Clinical Assistant Professor of Restorative Sciences, Division of Comprehensive Care, annualized rate of \$10,000 for 12 months, 0.10 time, June 24, 2021 through June 30, 2022.

Kirkpatrick, DeNae Micae, D.D.S., Clinical Assistant Professor of Surgical Sciences, Division of General Practice Residency, annualized rate of \$40,000 for 12 months, 0.40 time, July 18, 2021 through June 30, 2022.

Kong, Amanda Yee-Fung, Ph.D., Assistant Professor of Family and Preventive Medicine, annualized rate of \$125,000 for 12 months, July 30, 2021 through June 30, 2022. New tenure track appointment

Lu, Daryn L., D.D.S., Clinical Assistant Professor of Diagnostic and Preventive Sciences, Division of Comprehensive Care, annualized rate of \$68,820 for 12 months, 0.60 time, July 30, 2021 through June 30, 2022.

Maxted, Marta E., M.D., Assistant Professor of Obstetrics and Gynecology, annualized rate of \$200,000 for 12 months, July 26, 2021 through June 30, 2022. New consecutive term appointment

McAuliff, Sarah D., D.N.P., Clinical Assistant Professor of Nursing, annualized rate of \$100,000 for 12 months, August 16, 2021 through June 30, 2022.

Mix, Rachel Keast, Instructor in Medical Informatics, Tulsa, annualized rate of \$104,500 for 12 months, August 29, 2021 through June 30, 2022.

NedreLOW, David S., D.D.S., Clinical Assistant Professor of Restorative Sciences, Division of Operative Dentistry, annualized rate of \$10,000 for 12 months, 0.10 time, June 24, 2021 through June 30, 2022.

Nsa, Wato, M.D., Ph.D., Assistant Professor of Medical Informatics, Tulsa, annualized rate of \$130,000 for 12 months, June 21, 2021 through June 30, 2022. New consecutive term appointment

Paysnoe, Jeremy David, Assistant Professor of Family and Community Medicine, Tulsa, annualized rate of \$109,221 for 12 months, September 1, 2021 through June 30, 2022. New consecutive term appointment

Richardson, Matthew, M.D., Assistant Professor of Psychiatry, Tulsa, annualized rate of \$120,000 for 12 months, November 15, 2021 through June 30, 2022. New consecutive term appointment

Roberts, Jennifer Lynn, D.N.P., Assistant Professor of Nursing, annualized rate of \$111,444 for 12 months, August 15, 2021 through June 30, 2022. New consecutive term appointment

Robertson, Jaye Lynn, D.N.P., Assistant Professor of Nursing, annualized rate of \$107,944 for 12 months, August 15, 2021 through June 30, 2022. New consecutive term appointment

Tarantini, Stefano, M.D., Assistant Professor of Biochemistry and Molecular Biology, annualized rate of \$120,000 for 12 months, September 26, 2021 through June 30, 2022. New consecutive term appointment

Tow, Joyce C., Ph.D., Assistant Professor of Nursing, annualized rate of \$120,000 for 12 months, August 15, 2021 through June 30, 2022. New consecutive term appointment

Van Cain, Melissa, M.D., Assistant Professor of Pediatrics, annualized rate of \$200,900 for 12 months, September 12, 2021 through June 30, 2022. New consecutive term appointment

CHANGE(S):

Agbaga, Martin-Paul, Assistant Professor of Cell Biology and Assistant Professor of Ophthalmology, salary changed from annualized rate of \$120,000 for 12 months to annualized rate of \$130,000 for 12 months, July 4, 2021 through June 30, 2022. Correction to FY22 Budget

Akins, Darrin Randal, Professor of Microbiology and Immunology and President's Associates Presidential Professor; given additional title Associate Vice President for Health Sciences Research, salary changed from annualized rate of \$335,280 for 12 months to annualized rate of \$340,000 for 12 months, August 16, 2021 through June 30, 2022. Includes an administrative supplement of \$90,000 while serving as Associate Vice President for Health Sciences Research. Tenured base \$110,000

Allen, Pamela, Associate Professor of Dermatology, titles Vice Chair of Dermatology and The Harold L. Boyer/Mark Allen Everett Chair in Dermatology deleted; given additional titles Chair of Dermatology and The Carl J. Herzog Chair in Dermatology, salary changed from annualized rate of \$165,268 for 12 months to annualized rate of \$264,643 for 12 months, July 1, 2021 through June 30, 2022. Includes an administrative supplement of \$96,180 while serving as Chair, Department of Dermatology.

Aran, Peter Patrick, Assistant Professor of Medical Informatics, Tulsa; Assistant Professor of Internal Medicine, Tulsa; and The George Kaiser Family Foundation Chair in Community Medicine; titles Associate Dean of Clinical Affairs and Chief Medical Officer, OU Physicians Tulsa, deleted, August 15, 2021.

Berry, William Lee, Assistant Professor of Surgery, salary changed from annualized rate of \$80,000 for 12 months to annualized rate of \$120,000 for 12 months, August 1, 2021 through June 30, 2022. Increase in grant funding

Campion, Laura C., Assistant Professor of Pediatrics, Tulsa, salary changed from annualized rate of \$83,000 for 12 months to annualized rate of \$113,000 for 12 months, July 4, 2021 through June 30, 2022. Includes an administrative supplement of \$30,000 while serving as Associate Program Director, Pediatric Residency Program

Cookson, Michael S., Professor and Chair of Urology and The Donald D. Albers M.D. Chair in Urology, given additional title Chief Surgical Officer, OU Health Cancer Division, Stephenson Cancer Center, salary changed from annualized rate of \$250,000 for 12 months to annualized rate of \$400,000 for 12 months, August 1, 2021 through June 30, 2022.

Coon, Kim A., Professor of Psychiatry, Tulsa, salary changed from annualized rate of \$134,350 for 12 months to annualized rate of \$146,350 for 12 months, August 15, 2021 through June 30, 2022. Additional responsibilities

Corbett, Audrey Jan, Assistant Professor of Internal Medicine, Tulsa, given additional titles Associate Dean of Clinical Affairs and Chief Medical Officer, OU Physicians Tulsa; salary changed from annualized rate of \$144,544 for 12 months to annualized rate of \$269,500 for 12 months, August 15, 2021 through June 30, 2022; given additional title The George Kaiser Family Foundation Chair in Community Medicine, October 10, 2021. Includes an administrative supplement of \$201,666 while serving as Associate Dean of Clinical Affairs and Chief Medical Officer, OU Physicians Tulsa

Dwyer, Kathleen Ann, Professor of Nursing and The Henry J. Freede, MD Chair in Nursing Science, salary changed from annualized rate of \$156,990 for 12 months to annualized rate of \$164,837 for 12 months, June 20, 2021 through June 30, 2022. Includes an administrative supplement of \$10,000 while serving as Research Faculty Chair, College of Nursing

Esteban Florez, Fernando Luis, Assistant Professor of Restorative Sciences, Division of Dental Biomaterials, salary changed from annualized rate of \$134,672 for 12 months to annualized rate of \$142,172 for 12 months, August 1, 2021 through June 30, 2022. Includes an administrative supplement of \$7,500 while serving as Division Head, Dental Biomaterials

Frisbie, Stacy O'Brien, Clinical Assistant Professor of Nursing, salary changed from annualized rate of \$65,221 for 9 months to annualized rate of \$108,944 for 12 months, August 15, 2021 through June 30, 2022. Change from 9 month to 12-month appointment

Haney, Kevin L., Assistant Dean for Academic and Student Affairs, College of Dentistry, Regents' Professor, and Professor of Developmental Sciences, Division of Pediatric Dentistry; salary changed from annualized rate of \$182,338 for 12 months to annualized rate of \$191,074 for 12 months, July 1, 2021 through June 30, 2022. Correction to FY22 Budget

Hann, Neil Ernest, Lecturer and Chair, Department of Health Promotion Sciences, salary changed from annualized rate of \$115,000 for 12 months to annualized rate of \$140,000, July 1, 2021 through June 30, 2022. Includes an administrative supplement of \$20,000 while serving as Director, Bachelor in Public Health Program

Hannafon, Bethany Noelle, Assistant Professor of Obstetrics and Gynecology and Adjunct Assistant Professor of Cell Biology; changing from a consecutive term appointment to a tenure track appointment, August 15, 2021 through June 30, 2022.

Hutchens, Amy Marie, title changed from Clinical Assistant Professor to Assistant Professor of Nursing, salary changed from annualized rate of \$91,194 for 12 months to annualized rate of \$101,444 for 12 months, August 15, 2021 through June 30, 2022. New consecutive term appointment

Jennings, Lee A., Associate Professor of Medicine and The Donald W. Reynolds Chair in Geriatric Medicine #10, changing from a consecutive term appointment to a tenure track appointment, August 1, 2021 through June 30, 2022.

Laurent, John Patrick, Assistant Professor of Psychiatry, Tulsa, given additional title The George Kaiser Family Foundation Chair of Community Medicine, #22a, August 1, 2021.

Liew, Andrew H., Assistant Professor of Psychiatry, Tulsa, title The George Kaiser Family Foundation Chair of Community Medicine, #22a deleted, July 31, 2021.

Mullasseril, Paul, Associate Professor of Restorative Sciences and The Connie and Herbert Shillingburg, DDS, Professorship of Fixed Prosthodontics; title Assistant Dean for Pre-Clinical and Clinical Education, College of Dentistry, deleted; given additional title Dean, College of Dentistry, salary changed from annualized rate of \$187,460 for 12 months to annualized rate of \$315,000 for 12 months, September 11, 2021 through June 30, 2022. Includes an administrative supplement of \$158,440 while serving as Dean, College of Dentistry.

Myers, Dean Allen, Professor of Obstetrics and Gynecology, President's Associates Presidential Professor, The John W. Records Chair in Obstetrics and Gynecology, Adjunct Professor of Cell Biology, and Adjunct Associate Professor of Physiology; given additional title Associate Vice President for Health Sciences Research, salary changed from annualized rate of \$172,000 for 12 months to annualized rate of \$212,000 for 12 months, August 16, 2021 through June 30, 2022. Includes an administrative supplement of \$40,000 while serving as Associate Vice President for Health Sciences Research

Perdue, Mark Wayne, Assistant Professor of Family and Community Medicine, Tulsa, salary changed from annualized rate of \$109,221 for 12 months to annualized rate of \$116,000 for 12 months, July 18, 2021 through June 30, 2022. Includes an administrative supplement of \$38,779 while serving as Assistant Program Director, PA Program, Tulsa

Smith, Kevin Brian, Assistant Professor of Internal Medicine, Tulsa; salary changed from annualized rate of \$83,334 for 12 months to annualized rate of \$101,334 for 12 months, September 12, 2021 through June 30, 2022. Additional responsibilities

Tiwana, Karen Renee, Clinical Assistant Professor of Restorative Sciences, Division of Operative Dentistry, salary changed from annualized rate of \$51,500 for 10 months, 0.50 time, to annualized rate of \$61,800 for 10 months, 0.60 time, August 29, 2021 through June 30, 2022.
Change in FTE

Wang, Weidong, Associate Professor of Medicine, given additional title The William K. Warren, Sr. Chair in Diabetes Studies, September 1, 2021.

Whitley, Tracey Ann, Clinical Assistant Professor of Diagnostic and Preventive Sciences, Division of Periodontics, salary changed from annualized rate of \$128,750 for 12 months to annualized rate of \$136,750 for 12 months, July 18, 2021 through June 30, 2022. Includes an administrative supplement of \$8,000 while serving as Director, Predoctoral Periodontics

Wood III, Chalmers R., Clinical Associate Professor of Restorative Sciences, Division of Comprehensive Care; salary changed from annualized rate of \$112,120 for 12 months, 0.60 time, to annualized rate of \$150,000 for 12 months, 0.60 time, August 29, 2021 through June 30, 2022.
Additional responsibilities

Yarnell, Ryan John, Assistant Professor of Internal Medicine, Tulsa, salary changed from annualized rate of \$118,500 for 12 months to annualized rate of \$124,500 for 12 months, September 12, 2021 through June 30, 2022. Additional responsibilities

RESIGNATION(S) AND/OR TERMINATION(S):

Awwad, Hibah Omar, Clinical Assistant Professor of Pharmaceutical Sciences, August 10, 2021.

Beasley, Brent W., Professor of Internal Medicine, Tulsa, July 31, 2021.

Bontrager, Katherine Adams, Clinical Assistant Professor of Nursing, June 30, 2021.

Carson, Steven R., Clinical Associate Professor of Restorative Sciences, Division of Comprehensive Care, August 6, 2021.

Cohlmya, Raymond A., Dean, College of Dentistry, and Clinical Associate Professor of Restorative Sciences, Division of Comprehensive Care, September 10, 2021. Accepted a position as the Executive Director of the American Dental Association

Jackson, Camille Gunderson, Assistant Professor of Obstetrics and Gynecology, June 30, 2021.

McAuliff, Sarah D., Clinical Assistant Professor of Nursing, August 20, 2021

McGhee, Jessica E., Assistant Professor of Pediatrics, Tulsa, July 29, 2021.

Moxley, Katherine M., Associate Professor of Obstetrics and Gynecology, September 30, 2021. Accepted a position as the Division Director of Gynecologic Oncology at the University of Michigan

Stout, Michael Benjamin, Assistant Professor of Nutritional Sciences, August 27, 2021.

Wilkes, Paul W., Associate Professor of Restorative Sciences, Division of Prosthodontics, August 2, 2021.

RETIREMENT(S):

Anderson, Stacy L., Associate Professor of Medical Imaging and Radiation Sciences and Adjunct Associate Professor of Allied Health Sciences, August 1, 2021. Named Professor Emeritus of Medical Imaging and Radiation Sciences.

Aran, Peter Patrick, Assistant Professor of Medical Informatics, Tulsa; Assistant Professor of Internal Medicine, Tulsa; and The George Kaiser Family Foundation Chair in Community Medicine, October 5, 2021.

Clement, David J., Clinical Professor of Restorative Sciences, Division of Endodontics, August 7, 2021.

Cunningham, Laurie E., Associate Professor of Diagnostic and Preventive Sciences, Division of Dental Hygiene, August 1, 2021.

Darden, Paul Martin, George Lynn Cross Research Professor of Pediatrics and The CHF James Paul Linn Endowed Research Chair in Pediatrics, September 1, 2021.

Dimski, Robert Conrad, Clinical Assistant Professor of Family and Preventive Medicine, September 30, 2021.

Dmytryk, John J., Professor of Diagnostic and Preventive Sciences, Division of Periodontics, and Samuel Roberts Noble Foundation Presidential Professor, July 1, 2021.

Haywood, Betty Jean, Instructor in Anesthesiology, July 1, 2021.

Holtzclaw, Barbara J., Professor of Research, College of Nursing. Named Professor Emeritus of Nursing, September 14, 2021. Approval of Emeritus title only. Retirement previously approved by the Board of Regents on May 27, 2021.

Leber, William R., Clinical Professor of Psychiatry and Behavioral Sciences, August 1, 2021. Named Clinical Professor Emeritus of Psychiatry and Behavioral Sciences.

Salinas, Linda Joy, Associate Professor of Medicine, July 1, 2021.

Stasko, Thomas, Professor and Chair of Dermatology, and The Carl J. Herzog Chair in Dermatology, July 1, 2021.

Wiechmann, Allan F., Associate Professor of Cell Biology, May 17, 2021.

Wilson, Janet S., Professor of Nursing, August 1, 2021. Named Professor Emeritus of Nursing.

Norman Campus:

LEAVE(S) OF ABSENCE:

Demir, Firat, Professor of Economics, leave of absence with pay, January 1, 2022 through May 31, 2022. Fulbright Fellowship award, Department of Economic Policy, Vilnius University, Lithuania.

Duwe, Samuel, Associate Professor of Anthropology, sabbatical leave of absence with full pay, August 16, 2021 through December 31, 2021, changed to sabbatical leave of absence with full pay, August 16, 2022 through December 31, 2022.

Forester, Max B., Professor of Mathematics, sabbatical leave of absence with half pay, January 1, 2020 through May 15, 2020 and August 16, 2020 through December 31, 2020, changed to sabbatical leave of absence with half pay, January 1, 2020 through May 15, 2020 and January 1, 2022 through May 15, 2022.

Frisby, Cynthia, Professor of Journalism and Mass Communication, family and medical leave of absence with pay, August 16, 2021.

Kujawa, Jonathan, Professor and Associate Chair of Department of Mathematics, sabbatical leave of absence with full pay, August 16, 2021 through December 31, 2021 changed to sabbatical leave of absence with full pay, January 1, 2022 through May 15, 2022.

Richter, Liesa L., George Lynn Cross Research Professor of Law, William J. Alley Professor in Law and Thomas P. Hester Presidential Professor, leave of absence without pay, August 16, 2021 through May 15, 2022.

Steyn, Elizabeth, Associate Professor of Journalism and Mass Communication, postpone sabbatical leave of absence with full pay, August 16, 2021 through December 31, 2021.

Zhu, Meijun, Professor of Mathematics, leave of absence without pay, August 16, 2021 through August 15, 2022; sabbatical leave of absence with full pay, August 16, 2021 through December 31, 2021, changed to sabbatical leave of absence with full pay, August 16, 2022 through December 31, 2022.

Sabbatical Leaves of Absence – Spring Semester 2022 (with full pay)

Bisel, Ryan S., Professor of Communication

Burgett, Jennifer L. Barnes, Associate Professor of Psychology and of Journalism and Mass Communication and Robert Glenn Rapp Foundation Presidential Professor

Chapple, Constance, Associate Professor of Sociology

Davidson, Jeanette R., Professor of African and African-American Studies

Endres, William, Associate Professor of English

Harris, Betty J., Professor of Anthropology

Heyck, Hunter A., Professor of History of Science

Judisch, Neal D., Associate Professor of Philosophy

Kang, Ziho, Associate Professor of Industrial and Systems Engineering

Landis, Joshua M., Professor of International and Area Studies, Sandra Mackey Chair of Middle East Studies, Director of the Center for Middle East Studies and Director of the Farzaneh Family Center for Iranian and Persian Gulf Studies

Lauer, A. Robert, Professor of Modern Languages, Literatures, and Linguistics

Lim, Doo Hun, Professor of Educational Leadership and Policy Studies

McCuen, Tamera L., Professor of Construction Science and Robert E. Busch Professor of Construction Science

Pranter, Matthew J., Professor of Geosciences and Victor E. Monnett Chair in Energy Resources

Smith, Mitchell P., Professor of International and Area Studies, Associate Dean of the College of International Studies, and Director of Masters of International Relations Program

Tirk, Suzanne, Associate Professor of Music

Sabbatical Leaves of Absence – Spring 2022 and Fall 2022 Semesters (with half pay)

Chen, Xiaowei, Associate Professor of Geosciences, Stubbeman-Drace Presidential Professor and Lissa & Cy Wagner Professor of Geosciences

Martin, Kimball L., Professor of Mathematics

McPherson, Renee A., Associate Professor of Geography and Environmental Sustainability and Director of the South Central Climate Science Center

NEW APPOINTMENT(S):

Clegg, John R., Ph.D., Assistant Professor of Biomedical Engineering, annualized rate of \$100,000 for 9 months, August 16, 2021. New tenure-track faculty.

Filley, Timothy R. Ph.D., Director of the Institute for Environment, Energy and Sustainability, Professor of Geography and Environmental Sustainability, and Professor of Geosciences, annualized rate of \$240,000 for 12 months, August 1, 2021. New tenured academic administrator.

Habibi, Golnaz, Ph.D., Assistant Professor of Computer Science, annualized rate of \$105,000 for 9 months, January 1, 2022 through May 15, 2022. New tenure-track faculty. Correction to May 2021 agenda.

Li, Christina, Ph.D., Visiting Assistant Professor of Management and International Business, annualized rate of \$110,000 for 9 months, August 16, 2021 through May 15, 2022.

McManus, Brandi K., Ph.D., Assistant Director and Lecturer of Management and International Business, annualized rate of \$125,000 for nine months, August 16, 2022 through May 15, 2023. Three-year renewable term appointment.

Renard, Stanislas D., Ph.D., Visiting Associate Professor and Interim Coordinator of the Arts Management and Entrepreneurship Programs in the Weitzenhoffer Family College of Fine Arts, annualized rate of \$110,000 for 12 months, August 1, 2021.

Stevenson, Bradley S., Ph.D., Senior Research Associate of Microbiology and Plant Biology, annualized rate of \$113,793 for 12 months, August 16, 2021. Changing from regular faculty to monthly researcher. Paid from grant funds; subject to availability of funds.

Striolo, Alberto, Ph.D., Professor of Chemical, Biological and Materials Engineering and Douglas and Hilda Bourne Chair in Chemical Engineering, annualized rate of \$168,000 for 9 months of service, October 1, 2021. New tenured faculty.

Tahmahkera, Dustin, Ph.D., Associate Professor of Native American Studies and Wick Cary Chair of Native American Cultural Studies, annualized rate of \$120,000 for 9 months, August 16, 2021. New tenured faculty. Update to March 2020 agenda.

REAPPOINTMENT(S):

Bolino, Ana V., reappointed to a four-year renewable term as Associate Professor of Management and International Business, August 16, 2021; given additional title Executive Director of Undergraduate Programs, salary changed from annualized rate of \$93,388 for 9 months to annualized rate of \$140,000 for 12 months, August 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Burke, Susan, Associate Professor of Library and Information Studies, reappointed as Director of Library and Information Studies, annualized rate of \$115,064 for 12 months, August 1, 2021.

Grunsted, Michelle, reappointed to a five-year renewable term as Associate Professor of Management and International Business, August 16, 2021 through May 15, 2026; delete titles Executive Director of Center for Student Success and Academic Coordinator Business Communication and Legal Studies, salary changed from annualized rate of \$152,722 for 12 months to annualized rate of \$104,500 for 9 months, July 1, 2021. Changing from 12-month academic administrator to 9-month faculty. Correction to May 2021 agenda.

Gutierrez, Phillip, Professor of Physics and Astronomy, reappointed as Chair of the Homer L. Dodge Department of Physics and Astronomy, annualized rate of \$174,593 for 12 months, August 1, 2021.

Hoefnagels, Marielle, reappointed to a five-year renewable term as Professor of Microbiology and Plant Biology, August 16, 2021 through May 15, 2026, salary changed from annualized rate of \$49,939 for 9 months, .38 time, to annualized rate of \$67,351 for 9 months, 1.0 time, June 1, 2021; additional stipend of \$27,709 for serving as Interim Chair of Microbiology and Plant Biology, June 1, 2021 through June 30, 2022.

CHANGE(S):

Adams, Curt, Professor of Educational Leadership and Policy Studies at Tulsa and Linda Clarke Anderson Presidential Professor, delete title Associate Dean of Graduate Studies and Research in the Jeannine Rainbolt College of Education, salary changed from annualized rate of \$139,603 for 12 months to annualized rate of \$99,784 for 9 months, July 1, 2021. Changing from 12-month academic administrator to 9-month faculty.

Aswad, Evelyn, David Ross Boyd Professor of Law and Herman George Kaiser Chair of International Law, salary changed from annualized rate of \$185,187 for 9 months to annualized rate of \$191,584 for 9 months, August 16, 2021.

Backus, Mary Sue, Professor of Law and Robert Glenn Rapp Foundation Presidential Professor, delete title Hugh Roff Professor of Law, given additional title Associate Dean of Students in the College of Law, salary changed from annualized rate of \$155,684 for 9 months to annualized rate of \$175,000 for 12 months, June 1, 2021; salary increased to \$177,000 for 12 months, August 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Barker, Kash A., David Boren Professor of Industrial and Systems Engineering, Anadarko Petroleum Corporation Presidential Professor, annualized rate of \$120,452 for 9 months, additional stipend of \$10,000 for increased teaching duties in the School of Industrial and Systems Engineering, August 16, 2021 through December 31, 2021.

Bogan, Donald, Professor of Law, Thomas P. Hester Presidential Professor and Frank Elkouri and Edna Asper Elkouri Professor of Law, salary changed from annualized rate of \$158,993 for 9 months to annualized rate of \$166,773 for 9 months, August 16, 2021.

Brogden, Jeffrey W., Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$125,833 for 12 months to annualized rate of \$129,536 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Burge, Gregory, Professor of Economics, title changed from Interim Chair to Chair of the Department of Economics, salary changed from annualized rate of \$123,666 for 9 months to annualized rate of \$174,888 for 12 months, August 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Burstein, Sarah, Professor of Law, salary changed from annualized rate of \$130,668 for 9 months to annualized rate of \$139,279 for 9 months, August 16, 2021.

Carstarphen, Meta G., Professor of Journalism and Mass Communication and Gaylord Professor of Journalism and Mass Communication, salary changed from annualized rate of \$106,940 for 9 months to annualized rate of \$118,822 for 9 months, August 16, 2021. Increased job duties.

Cichewicz, Robert H., Regents' Professor of Chemistry and Biochemistry, annualized rate of \$154,077 for 9 months, additional stipend of \$35,124 for serving as Interim Chair of the Department of Chemistry and Biochemistry, July 1, 2021 through April 30, 2022. Changing from 9-month faculty to 9-month academic administrator.

Cleveland, Steven J., Professor of Law, Alfred P. Murrah Professorship of Law and Thomas P. Hester Presidential Professor, salary changed from annualized rate of \$165,660 for 9 months to annualized rate of \$173,867 for 9 months, August 16, 2021.

Coats, Andrew, Professor of Law, Arch B. and Jo Anne Gilbert Professor of Law and Samuel Roberts Noble Foundation Presidential Professor, salary changed from annualized rate of \$283,667 for 9 months to annualized rate of \$287,592 for 9 months, August 16, 2021.

Cooper, Karen M., Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$103,453 for 12 months to annualized rate of \$105,777 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Christensen, Brant, title changed from Assistant Professor to Associate Professor of Accounting and given additional title McLaughlin Chair in Business Ethics, July 1, 2021; salary changed from annualized rate of \$207,843 for 9 months to annualized rate of \$239,471 for 9 months, August 16, 2021. College compression and promotion increase.

Craig, David A., Professor of Journalism and Mass Communication, President's Associates Presidential Professor and Gaylord Family Chair #1, delete title Associate Dean of the Gaylord College of Journalism and Mass Communication, salary changed from annualized rate of \$128,990 for 12 months to annualized rate of \$125,000 for 9 months, July 1, 2021. Changing from 12-month academic administrator to 9-month faculty.

Cravens, Sherad L., Instructor of Marketing and Supply Chain Management, given additional title Director of the Center for Student Success, salary changed from annualized rate of \$85,000 for 9 months to annualized rate of \$113,333 for 12 months, July 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Cruise, Rebecca J., Associate Dean of the College of International Studies, Associate Professor of International and Area Studies, annualized rate of \$112,809 for 12 months, additional stipend of \$8,000 for increased teaching duties in the Department of International and Area Studies, August 16, 2021 through December 31, 2021.

Curtis, Christopher, Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$135,430 for 12 months to annualized rate of \$138,545 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

de Beurs, Kirsten, Professor of Geography and Environmental Sustainability and President's Associates Presidential Professor, annualized rate of \$131,133 for 9 months, additional stipend of \$10,000 for increased teaching duties in the Department of Geography and Environmental Sustainability, August 16, 2021 through December 31, 2021.

Detamore, Michael, Director and Professor of the Stephenson School of Biomedical Engineering and Stephenson Chair #1 in Biomedical Engineering, salary changed from annualized rate of \$223,026 for 12 months to annualized rate of \$250,000 for 12 months, July 1, 2021. Retention increase.

Ebert, David, Associate Vice President for Research and Partnerships, Professor of Electrical and Computer Engineering, Professor of Computer Science, and Gallogly Chair in Engineering #3, annualized rate of \$330,000 for 12 months, additional stipend of \$25,000 for serving as Director of the Data Institute for Societal Challenges, July 1, 2021 through June 30, 2022.

Elmore, Kimberly, Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$120,637 for 12 months to annualized rate of \$122,567 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Elwood Madden, Megan E., Professor of Geosciences, Stubbeman-Drace Presidential Professor and Robert E. and Doris Klabzuba Chair in Geosciences, annualized rate of \$104,568 for 9 months, additional stipend of \$36,667 for serving as Director of the Center for Faculty Excellence, July 1, 2021 through June 30, 2022.

Faison, Elyssa, Associate Professor of History and L.R. Brammer, Jr. Presidential Professor, given additional title Chair of the Department of History, salary changed from annualized rate of \$79,673 for 9 months to annualized rate of \$116,230 for 12 months, June 1, 2021; additional stipend of \$10,000 for extra duties in the Department of History, August 1, 2021 through May 31, 2022. Changing from 9-month faculty to 12-month academic administrator. Update to May 2021 agenda.

Filley, Timothy R., Professor of Geography and Environmental Sustainability and of Geosciences, annualized rate of \$240,000 for 12 months, additional stipend of \$22,916 for serving as Director of the Institute for Environment, Energy and Sustainability, August 1, 2021 through June 30, 2022.

Forren III, Harry E., Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$124,146 for 12 months to annualized rate of \$127,001, July 1, 2021. Paid from grant funds, subject to availability of funds.

Franklin, Aimee, Professor of Political Science and Sam K. Viersen Family Foundation Presidential Professor, annualized rate of \$112,246 for 9 months, additional stipend of \$37,415 for serving as Chair of the Institutional Review Board #1, July 1, 2021 through June 30, 2022.

Froslic, Peter Z., Professor and Director of the School of Visual Arts, annualized rate of \$135,000 for 12 months, additional stipend of \$25,000 for serving as Interim Co-Director of the Fred Jones Jr. Museum of Art, July 6, 2021 through December 31, 2021.

Gaddie, Ronald, Professor of Architecture, President's Associates Presidential Professor, Executive Faculty and Senior Fellow of Headington Residential College, delete title Professor of Journalism and Mass Communication, salary remains at annualized rate of \$208,518 for 12 months, August 1, 2021. Changing to 1.0 FTE in Architecture.

Galarneau, Thomas J., Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$105,590 for 12 months to annualized rate of \$107,241 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Gensler, Steven S., Associate Dean for Academic Affairs in the College of Law, Associate Director of the Law School, Professor of Law, President's Associates Presidential Professor and Gene and Elaine Edwards Family Chair in Law, salary changed from annualized rate of \$214,221 for 12 months to annualized rate of \$224,912 for 12 months, August 16, 2021; additional stipend of \$15,000 for increased teaching duties in the College of Law, August 16, 2021 to December 31, 2021.

Greene, John S., Professor and Chair of the Department of Geography and Environmental Sustainability, Director of Oklahoma Wind Power Initiative and Coordinator of the Oklahoma Alliance for Geographic Education, annualized rate of \$171,826 for 12 months, additional stipend of \$10,000 for increased teaching duties in the Department of Geography and Environmental Sustainability, August 16, 2021 to December 31, 2021.

Hamerla, Ralph, Associate Professor of Honors and Carol Elizabeth Young Chair in Honors, annualized rate of \$133,317 for 12 months, additional stipend of \$40,194 for serving as Interim Dean of the McClendon Honors College, July 1, 2021 through June 30, 2022.

Heinze, Eric A., Professor and Chair of the Department of International and Area Studies and Max and Heidi Berry Chair in International and Area Studies, salary changed from annualized rate of \$159,939 for 12 months to annualized rate of \$169,939 for 12 months, August 16, 2021. Retention increase.

Helton, Taiawagi, Professor of Law, salary changed from annualized rate of \$155,478 for 9 months to annualized rate of \$163,674 for 9 months, August 16, 2021.

Henderson, Stephen, Professor of Law and Judge Haskell A. Holloman Professor of Law, salary changed from annualized rate of \$154,860 for 9 months to annualized rate of \$163,018 for 9 months, August 16, 2021.

Henry, Aiyana, Associate Dean of Professional Education, Associate Director of Education Profession Division, Associate Professor of Instructional Leadership and Academic Curriculum, annualized rate of \$101,478 for 12 months, additional stipend of \$3,250 for serving as Faculty Fellow of Dunham College, August 23, 2021 through May 20, 2022; additional stipend of \$4,000 for increased administrative duties in the Jeannine Rainbolt College of Education, August 1, 2020 through May 31, 2021.

Hill, Karlos, Regents' Associate Professor and Chair of the Clara Luper Department of African and African-American Studies, given additional title Advisor to the President for Community Engagement, salary changed from annualized rate of \$170,694 for 12 months to annualized rate of \$195,000 for 12 months, August 1, 2022; additional stipend of \$3,250 for serving as Faculty Fellow in Dunham College, August 23, 2021 through May 20, 2022.

Ivic, Igor R., Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$134,250 for 12 months to annualized rate of \$137,338 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Johnson, Amy, Professor of Communication, given additional title Chair of the Department of Communication, salary changed from annualized rate of \$95,246 for 9 months to annualized rate of \$136,995 for 12 months, July 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Johnson, Catherine, Professor of Law, salary changed from annualized rate of \$129,087 for 9 months to annualized rate of \$137,594 for 9 months, August 16, 2021.

Johnson, Eric, Professor of Law, salary changed from annualized rate of \$131,030 for 9 months to annualized rate of \$139,364 for 9 months, August 16, 2021.

Johnson, Scott, Associate Professor and Chair of the Department of Classics and Letters and Joseph F. Paxton Presidential Professor, annualized rate of \$124,157 for 12 months, additional stipend of \$3,250 for serving as Faculty Fellow of Dunham College, August 23, 2021 through May 20, 2022.

Jones, Thomas A., Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$103,034 for 12 months to annualized rate of \$104,645 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Krause, John, Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$112,769 for 12 months to annualized rate of \$115,362 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Kwon, Kyong-Ah, Associate Professor of Instructional Leadership and Academic Curriculum, given additional title Drusa B. Cable Chair in Education and Early Childhood Education, August 1, 2021, salary changed from annualized rate of \$76,756 for 9 months to annualized rate of \$160,000 for 12 months, August 1, 2021. Transferred from Tulsa campus as part of competitive national search.

Landis, Joshua M., Director of the Center for Middle East Studies, Professor of International and Area Studies and Sandra Mackey Chair of Middle East Studies, annualized rate of \$142,599 for 9 months, additional stipend of \$10,000 for serving as the Director of the Farzaneh Family Center for Iranian and Persian Gulf Studies, August 16, 2021 through May 15, 2022.

Langston, Carrie L., Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$101,058 for 12 months to annualized rate of \$103,382 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Liu, Nian, Associate Professor of Modern Languages, Literatures, and Linguistics, title changed from Assistant Chair to Chair of the Department of Modern Languages, Literatures, and Linguistics, salary changed from annualized rate of \$74,531 for 9 months to annualized rate of \$109,375 for 12 months, August 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Lobban, Lance L., David Ross Boyd Professor of Chemical, Biological and Materials Engineering, Lloyd G. and Joyce Austin Presidential Professor and Francis W. Winn Chair in Chemical, Biological and Materials Engineering, annualized rate of \$160,261 for 9 months, additional stipend of \$2,500 for increased teaching duties in the Gallogly College of Engineering, August 16, 2021 through December 31, 2021.

Loon, Leehu, Associate Professor and Director of the Division of Landscape Architecture and H. Russell Pitman Professor of Architecture, delete title Associate Dean of Administration in the Gibbs College of Architecture, salary changed from annualized rate of \$169,485 for 12 months to annualized rate of \$153,172 for 12 months, July 1, 2021.

McCall, Brian M., Professor of Law and Orpha and Maurice Merrill Professor of Law, salary changed from annualized rate of \$158,503 for 9 months to annualized rate of \$166,700 for 9 months, August 16, 2021.

Melnikov, Valery M., Senior Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$132,126 for 12 months to annualized rate of \$134,240 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Mendoza, Jorge L., Professor of Psychology, annualized rate of \$128,397 for 9 months, delete title Acting Associate Chair of the Department of Psychology, August 1, 2021; additional stipend of \$52,799 for serving as Interim Chair of the Department of Psychology, August 1, 2021 through July 31, 2022. Changing from 9-month faculty to 12-month academic administrator.

Michalski, Roger, Professor of Law, salary changed from annualized rate of \$129,087 for 9 months to annualized rate of \$137,594 for 9 months, August 16, 2021.

Miranda, Shaila, Professor of Management Information Systems and John E. Mertes, Jr. Professor of Excellence, given additional title W.P. Woods Professor of Management Information Systems, July 1, 2021, salary changed from annualized rate of \$164,502 for 9 months to annualized rate of \$179,502 for 9 months, August 16, 2021.

Morris, Dale A., Senior Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$115,347 for 12 months to annualized rate of \$118,735 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Mortazavi, Melissa, Professor of Law, salary changed from annualized rate of \$129,087 for 9 months to annualized rate of \$137,594 for 9 months, August 16, 2021.

Pearl, Michael, Professor of Law, salary changed from annualized rate of \$130,000 for 9 months to annualized rate of \$138,567 for 9 months, August 16, 2021; additional stipend of \$20,000 for increased teaching duties in the College of Law, August 16, 2021 to December 31, 2021.

Pearl, Tracy, Professor of Law, salary changed from annualized rate of \$130,000 for 9 months to annualized rate of \$138,567 for 9 months, August 16, 2021; additional stipend of \$15,000 for increased teaching duties in the College of Law, August 16, 2021 to December 31, 2021.

Peppler, Randy A., Senior Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$188,434 for 12 months to annualized rate of \$193,907 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Pilat, Stephanie Z., Professor and Director of the Division of Architecture, W. Edwin Bryan, Jr. Professor of Architecture, and Edith Kinney Gaylord Presidential Professor, salary changed from annualized rate of \$159,651 for 12 months to annualized rate of \$184,990 for 12 months, July 1, 2021. Presidential Professor monetary award ceases after the fourth year with the title continuing. Merit increase.

Price III, Richard A., Associate Professor of Accounting and John F.Y. Stambaugh Centennial Professor of Accounting, given additional title of Ph.D. Director for the Price College of Business, salary changed from annualized rate of \$216,820 for 9 months to annualized rate of \$226,820 for 9 months, August 16, 2021.

Rasmussen, Erik N., Senior Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$122,349 for 12 months to annualized rate of \$134,461 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Richter, Liesa L., Professor of Law, and Thomas P. Hester Presidential Professor, delete title William J. Alley Professor in Law, given additional title Floyd and Martha Norris Chair Professor in Law, August 16, 2021; salary changed from annualized rate of \$176,974 for 9 months to annualized rate of \$187,144 for 9 months, August 16, 2021.

Reeves, Heather D., Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$101,841 for 12 months to annualized rate of \$104,825 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Robertson, Lindsay, Professor of Law, Sam K. Viersen Family Foundation Presidential Professor and Chickasaw Nation Endowed Chair in Native American Law, salary changed from annualized rate of \$165,704 for 9 months to annualized rate of \$173,063 for 9 months, August 16, 2021.

Ryzhkov, Alexander V., Senior Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$187,738 for 12 months to annualized rate of \$192,000 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Schroeder, Caroline, given additional title Research Fellow for the Data Institute for Societal Challenges, January 1, 2021; title changed from Professor of Classics and Letters to Professor of Women's and Gender Studies, salary remains at annualized rate of \$110,000 for 9 months, August 16, 2021.

Schuur, Terry J., Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$119,637 for 12 months to annualized rate of \$122,333 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Shafer, Mark A., Associate Professor of Geography and Environmental Sustainability and Research Scientist of Oklahoma Climatological Survey, annualized rate of \$120,698 for 12 months, additional stipend of \$6,500 for increased teaching duties in the Department of Geography and Environmental Sustainability, August 16, 2021 through December 31, 2021.

Shaner, Megan, Professor of Law and President's Associates Presidential Professor, delete title Associate Dean of Faculty Scholarship and Enrichment, July 1, 2021; salary changed from annualized rate of \$143,061 for 9 months to annualized rate of \$151,231 for 9 months, August 16, 2021.

Smith, Travis M., Senior Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$122,879 for 12 months to annualized rate of \$125,623 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Snyder, Lori A., Associate Professor of Psychology, annualized rate of \$80,259 for 9 months, additional stipend of \$32,172 for serving as Interim Senior Vice Provost, Office of the Senior Vice President and Provost, July 1, 2021 through December 31, 2021.

Steyn, Elizabeth, Associate Professor of Journalism and Mass Communication, given additional title Associate Dean of the Gaylord College of Journalism and Mass Communication, salary changed from annualized rate of \$85,207 for 9 months to annualized rate of \$113,500 for 12 months, July 1, 2021. Changing from 9-month faculty to 12-month academic administrator.

Tabb, William M., David Ross Boyd Professor of Law and Judge Fred Daugherty Chair in Law, salary changed from annualized rate of \$225,744 of 9 months to annualized rate of \$228,755 for 9 months, August 16, 2021; additional stipend of \$15,000 for increased teaching duties in the College of Law, August 16, 2021 through December 31, 2021.

Thai, Joseph T., Professor of Law, President's Associates Presidential Professor and Glenn R. Watson Centennial Chair in Law, salary changed from annualized rate of \$160,314 for 9 months to annualized rate of \$168,311 for 9 months, August 16, 2021.

Thomas, Wayne, Senior Associate Dean for Faculty and Research Innovation, George Lynn Cross Professor of Accounting, David C. Steed Chair in Accounting and John E. Mertes, Jr. Presidential Professor, annualized rate of \$339,889 for 12 months, additional stipend of \$18,000 for increased teaching duties in the John T. Steed School of Accounting, August 16, 2021 through December 31, 2021.

Torres, Sebastian M., Senior Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$173,686 for 12 months to annualized rate of \$178,716 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Tovino, Stacey, Professor of Law, salary changed from annualized rate of \$193,000 for 9 months to annualized rate of \$198,040 for 9 months, August 16, 2021.

Venkatesan, Thirumalai, Professor of Physics and Astronomy and of Electrical and Computer Engineering, annualized rate of \$350,000 for 12 months, additional stipend of \$22,916 for serving as Director of OU Center for Quantum Research and Technology, August 1, 2021 through June 30, 2022.

Volz, Jeffery S., Professor of Civil Engineering and Environmental Science and Lloyd G. and Joyce Austin Presidential Professor, annualized rate of \$149,169 for 9 months, additional stipend of \$7,500 for increased teaching duties in the School of Civil Engineering and Environmental Science, August 16, 2021 through December 31, 2021.

Wang, Yunheng, Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$104,172 for 12 months to annualized rate of \$112,172 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Warde, David A., Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$106,913 for 12 months to annualized rate of \$109,372 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

West, Ann H., Professor of Chemistry and Biochemistry, Edith Gaylord Harper Presidential Professor, Joseph Brandt Professor and Grayce B. Kerr Centennial Chair, annualized rate of \$160,240 for 9 months, additional stipend of \$35,000 for serving as Associate Vice President for Research and Partnerships, July 1, 2021 through June 30, 2022.

Wolfe, Marcus T., Associate Professor of Entrepreneurship and Economic Development and Michael F. Price Professor of Entrepreneurship #2, salary changed from annualized rate of \$190,000 for 9 months to annualized rate of \$210,000 for 9 months, August 16, 2021. Retention increase.

Wood, Andrew, Senior Research Associate of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$99,092 for 12 months to annualized rate of \$101,344 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

Yussouf, Nusrat, Research Scientist of Cooperative Institute for Mesoscale Meteorological Studies, salary changed from annualized rate of \$104,977 for 12 months to annualized rate of \$107,309 for 12 months, July 1, 2021. Paid from grant funds, subject to availability of funds.

NEPOTISM WAIVER(S):

Bolino, Ana V. Associate Professor of Management and International Business, and Executive Director of Undergraduate Programs, annualized rate of \$140,000 for 12 months. Dr. Ana Bolino is a current faculty member in the Division of Management Information Systems in which her husband, Dr. Mark Bolino, will become the new Division director. Ana Bolino will report fully to the Associate Dean of Programs, Dr. Lakshmanan Chidambaram for her duties as related to her Executive Director duties. Additionally, she will report to Dr. Wayne Thomas, Associate Dean of Faculty, for performance evaluations and recommendations for compensation, promotion, and awards, as well as any requests for funding, travel or other professional expenditures. The duties of Ana Bolino will be completely separated from the supervision of Mark Bolino. Both Associate Deans will meet regularly with Ana and Mark to ensure these procedures are being followed. A Nepotism Waiver Management Plan has been reviewed and approved.

Clifford, Laura, Assistant Professor Chemistry and Biochemistry, annualized rate of \$79,580 for 9 months. Dr. Laura Clifford is a current faculty member in the department in which her husband, Dr. Robert Cichewicz, currently serves as the interim chair. To comply with the University's nepotism policy, Dr. Michael Markham, Associate Dean of the College of Arts and Sciences will act as Committee A member for the Department in lieu of Dr. Robert Cichewicz in all personnel matters related to Dr. Laura Clifford. This includes review for annual performance evaluations and recommendations for compensation, promotion, and awards.

Grady, Luke, Undergraduate Academic Assistant, Chemical, Biological, and Materials Engineering, rate of \$10.00 per hour, 0.70 FTE, May 17, 2021. Mr. Luke Grady is the son of Dr. Brian Grady, Professor and Director of the School of Chemical, Biological, and Materials Engineering. Andrew D'Amico will be making performance evaluations and recommendations for compensation, promotion, and awards. If there is any issue, the other members of Committee A (currently Dan Resasco and Dimitrios Papavassiliou) will be consulted. Dr. Grady will not be involved, and hence there should be no conflict of interest. A Nepotism Waiver Management Plan has been reviewed and approved.

RESIGNATION(S)/TERMINATION(S):

Chilson, Phillip, Director of the Center for Autonomous Sensing and Sampling and Professor of Meteorology, August 1, 2021.

Fung, Adrian, Associate Dean of the Weitzenhoffer Family College of Fine Arts and Associate Professor of Music, May 16, 2021.

Kim, Jahoe, Assistant Professor of Economics, July 31, 2021.

Parris, Denise L., Assistant Professor of Entrepreneurship and Economic Development, August 15, 2021.

Stevenson, Bradley S. Associate Professor of Microbiology and Plant Biology, August 15, 2021.

Walter, Keisha B., Professor of Chemical, Biological and Materials Engineering and Conoco/Dupont Professor of Chemical Engineering, August 15, 2021.

Walters, Dibbon, Professor of Aerospace and Mechanical Engineering and Tom and Mary Dugan Professor of Engineering, August 16, 2021.

RETIREMENT(S):

Colín, José J., Associate Professor of Modern Languages, Literatures, and Linguistics, July 2, 2021. Named Professor Emeritus of Modern Languages, Literatures, and Linguistics.

Cook, Monte L., Professor of Philosophy, June 1, 2021. Named Professor Emeritus of Philosophy.

Gurney, Gerald S., Assistant Professor of Academic Affairs, January 1, 2022. Named Professor Emeritus of Academic Affairs.

Irvine, Jill, Professor of International and Area Studies, President's Associates Presidential Professor, November 1, 2021. Named Professor Emeritus of International and Area Studies.

Marfurt, Kurt J., Research Professor of Geosciences, August 10, 2021. Named Research Professor Emeritus of Geosciences.

Price, B. Byron, Director of the Charles M. Russell Center for the Study of Art of the American West, Interim Director of the Fred Jones, Jr. Museum of Art, Professor of Visual Arts and Charles Marion Russell Memorial Chair in Art of the American West, July 1, 2021. Named Professor Emeritus of Visual Arts.

Shambaugh, Robert L., Professor of Chemical, Biological and Materials Engineering, September 2, 2021. Named Professor Emeritus of Chemical, Biological and Materials Engineering.

Sharfman, Mark, Professor and Director of the Division of Management and International Business, and Puterbaugh Chair in American Enterprise, September 1, 2021. Named Professor Emeritus of Management and International Business.

Tepker, Jr., Harry F., Professor of Law and Floyd and Irma Calvert Chair in Law and Liberty, June 30, 2021. Named Professor Emeritus of Law. Update to May 2021 agenda.

Ray, Thomas, Professor of Biology, June 30, 2021.

Westrop, Stephen, Professor of Geosciences, Anadarko Centennial Professor of Geosciences, and Curator of Invertebrate Paleontology, Sam Noble Oklahoma Museum of Natural History, July 31, 2021. Named Professor Emeritus of Geosciences and Curator Emeritus of the Sam Noble Oklahoma Museum of Natural History.

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

Regent Albert moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

DEATH(S):

President Harroz regretted to report the following deaths:

Bodurka, Jerzy A., Associate Professor of Biomedical Engineering and of Engineering at Tulsa, Chief Technology Officer of the Laureate Institute for Brain Research, August 13, 2021.

Forman, Jonathan, Professor of Law and Kenneth E. McAfee Centennial Chair in Law, August 16, 2021.

Hanas, Jay S., Professor of Biochemistry and Molecular Biology, July 4, 2021.

Hartman, Laura Joanne, Health Professions Educator, College of Nursing, September 5, 2021.

ADMINISTRATIVE AND PROFESSIONAL PERSONNEL ACTIONS – ALLHealth Sciences Center:

NEW APPOINTMENT(S):

Anderson, Dorothy T., Senior Associate Vice President & Chief Human Resources Officer, Human Resources, Administration & Finance, salary at an annualized rate of \$295,000 for 12 months, August 30, 2021. Administrative Officer.

John, Jessy, Senior Advanced Practice Provider, Stephenson Cancer Center, College of Medicine, salary at an annualized rate of \$110,000 for 12 months, July 4, 2021. Professional Nonfaculty.

Joseph, Lesley A., Clinical Pharmacist, Cancer Center Clinical Services, College of Medicine, salary at an annualized rate of \$135,570 for 12 months, June 7, 2021. Professional Nonfaculty.

Taylor, Ashtin, Clinical Pharmacist, Cancer Center Clinical Services, College of Medicine, salary at an annualized rate of \$125,400 for 12 months, May 10, 2021. Professional Nonfaculty.

Truskett, Cristy, Neonatal Nurse Practitioner, Pediatrics, College of Medicine, salary at an annualized rate of \$108,428 for 12 months, April 26, 2021. Professional Nonfaculty.

White, Melissa, Senior Systems Administrator, Pharmacy Management Consultant, College of Pharmacy, salary at an annualized rate of \$115,000 for 12 months, July 12, 2021. Professional Nonfaculty.

REAPPOINTMENT(S):

Eubanks, Jimmy, Administration & Operations Executive Director, Harold Hamm Diabetes Center, College of Medicine, salary at an annualized rate of \$129,443 for 12 months, July 26, 2021. Professional Nonfaculty.

CHANGE(S):

Adams, Susanne M., Clinical Business Administrator, CMT Internal Medicine, College of Medicine Tulsa, salary changed from an annualized rate of \$102,243 for 12 months to an annualized rate of \$105,310 for 12 months, May 23, 2021. Administrative Staff. Merit increase.

Blackwood, Roger, Poison Information Pharmacist Specialist, Oklahoma Center for Poison and Drug Information, College of Pharmacy, salary changed from an annualized rate of \$106,080 for 12 months to an annualized rate of \$109,262 for 12 months, August 15, 2021. Professional Nonfaculty. Retention.

Bond, Charles L., Poison Information Pharmacist Specialist, Oklahoma Center for Poison and Drug Information, College of Pharmacy, salary changed from an annualized rate of \$104,448 for 12 months to an annualized rate of \$107,581 for 12 months, August 15, 2021. Professional Nonfaculty. Retention.

Cate, Byron, title changed from Clinical Business Administrator, Office of the Dean, College of Medicine, to Assistant Dean, Office of the Dean, College of Medicine, salary changed from an annualized rate of \$126,650 for 12 months to an annualized rate of \$145,000 for 12 months, February 28, 2021. Academic Administrator. Promotion.

Clark, Tracie, title changed from Clinical Operations Director, Pediatrics, College of Medicine, to Contract/Grant Program Director, Pediatrics, College of Medicine, salary maintained at an annualized rate of \$122,039 for 12 months, July 18, 2021. Administrative Staff. Job reclassification.

Dannelley, Jennifer, Pharmacist, Pediatrics, College of Medicine, salary changed from an annualized rate of \$79,637 for 12 months to an annualized rate of \$109,500 for 12 months, August 1, 2021. Professional Nonfaculty. FTE change .80 to 1.0.

Finney, Vineetha A., title changed from Pharmacist, Cancer Center Clinical Services, College of Medicine, to Clinical Pharmacist, Cancer Center Clinical Services, College of Medicine, salary changed from an annualized rate of \$115,960 for 12 months to an annualized rate of \$117,520 for 12 months, April 25, 2021. Professional Nonfaculty. Promotion.

Fitzgerald, Kevin, title changed from Assistant Vice President Project Management, Office of the Provost, to Senior Program Administrator, IT Administration, salary maintained at an annualized rate of \$126,800 for 12 months, July 1, 2021. Professional Nonfaculty. Departmental transfer.

Ford, Erin D., Clinical Pharmacist, Pharmacy Management Consultant, College of Pharmacy, salary changed from an annualized rate of \$106,080 for 12 months to an annualized rate of \$109,262 for 12 months, August 15, 2021. Professional Nonfaculty. Merit.

Fox, Amber E., Neonatal Nurse Practitioner, Pediatrics, College of Medicine, salary changed from an annualized rate of \$108,428 for 12 months to an annualized rate of \$113,849 for 12 months, June 20, 2021. Professional Nonfaculty. Retention.

Freeman Jobson, Jennifer H., title changed from Advanced Practice Provider, Stephenson Cancer Center, College of Medicine, to Senior Advanced Practice Provider, Stephenson Cancer Center, College of Medicine, salary changed from an annualized rate of \$101,296 for 12 months to an annualized rate of \$111,324 for 12 months, August 15, 2021. Professional Nonfaculty. Promotion.

Hunter, Whitney J., Senior Advanced Practice Provider, Stephenson Cancer Center, College of Medicine, salary changed from an annualized rate of \$104,335 for 12 months to an annualized rate of \$107,465 for 12 months, June 20, 2021. Professional Nonfaculty. Merit.

Janssen, Rachel C., Lab Research Associate Director, Harold Hamm Diabetes Center, College of Medicine, salary changed from an annualized rate of \$120,000 for 12 months to an annualized rate of \$124,800 for 12 months, August 1, 2021. Managerial Staff. Merit.

Klatt, Robert A., Clinical Pharmacist, Pharmacy Management Consultant, College of Pharmacy, salary changed from an annualized rate of \$106,000 for 12 months to an annualized rate of \$109,180 for 12 months, July 18, 2021. Professional Nonfaculty. Anniversary increase.

Jester, Shelby R., title changed from Advanced Practice Provider, Pediatrics, College of Medicine, to Senior Advanced Practice Provider, Pediatrics, College of Medicine, salary changed from an annualized rate of \$97,638 for 12 months to an annualized rate of \$107,400 for 12 months, August 29, 2021. Professional Nonfaculty. Promotion.

Joiner, Jonathan, Associate Dean for Administration & Finance, Office of the Dean, College of Medicine Tulsa, salary changed from an annualized rate of \$232,814 for 12 months to an annualized rate of \$240,962 for 12 months, June 20, 2021. Administrative Staff. Merit.

Leonard, Lance A., title changed from Administration & Operations Executive Director, Harold Hamm Diabetes Center, College of Medicine, to Associate Dean for Administration and Finance, Administration & Central Services, College of Allied Health, salary changed from an annualized rate of \$143,122 for 12 months to an annualized rate of \$157,434 for 12 months, July 18, 2021. Administrative Staff. Promotional transfer.

McCombs, Rachel, title changed from Attorney, Legal Counsel, Office of the Provost, to Assistant General Counsel, Legal Counsel, Office of the Provost, salary changed from an annualized rate of \$99,754 for 12 months to an annualized rate of \$130,000 for 12 months, July 19, 2021. Professional Nonfaculty. Promotion.

Modena, Michelle A., title changed from Clinic Nurse Manager, Stephenson Cancer Center, College of Medicine, to Clinical Administrative Director, Stephenson Cancer Center, College of Medicine, salary changed from an annualized rate of \$95,750 for 12 months to an annualized rate of \$104,400 for 12 months, May 9, 2021. Managerial Staff. Promotion.

Moeller, Abby M., title changed from Senior Advanced Practice Provider, Department of Urology, College of Medicine, to Lead Advanced Practice Provider, Department of Urology, College of Medicine, salary changed from an annualized rate of \$106,731 for 12 months to an annualized rate of \$112,067 for 12 months, August 13, 2021. Professional Nonfaculty. Promotion.

Monroe, Elizabeth, title changed from Administration Director, Stephenson Cancer Center, College of Medicine, to Administration & Operations Executive Director, Stephenson Cancer Center, College of Medicine, salary changed from an annualized rate of \$89,142 for 12 months to an annualized rate of \$145,000 for 12 months, June 6, 2021. Administrative Staff. Promotion.

Newcombe, Anna C., Lead Advanced Practice Provider, Family Medicine, College of Medicine, salary changed from an annualized rate of \$102,513 for 12 months to an annualized rate of \$125,400 for 12 months, August 15, 2021. Professional Nonfaculty. Retention.

Parsons, Caryl A., Clinical Operations Director, OU Dentistry Faculty Practice, College of Dentistry, salary changed from an annualized rate of \$90,000 for 12 months to an annualized rate of \$100,000 for 12 months, April 25, 2021. Managerial Staff. Equity adjustment.

Peterson, Wendy K., Senior Advanced Practice Provider, Family Medicine, College of Medicine, salary changed from an annualized rate of \$100,538 for 12 months to an annualized rate of \$104,500 for 12 months, August 15, 2021. Professional Nonfaculty. Retention.

Schwalback, Christy D., Neonatal Nurse Practitioner, Pediatrics, College of Medicine, salary changed from an annualized rate of \$115,020 for 12 months to an annualized rate of \$125,400 for 12 months, June 20, 2021. Professional Nonfaculty. Retention.

Smith, Amanda, Clinical Business Administrator, Pediatrics, College of Medicine Tulsa, salary changed from an annualized rate of \$116,400 for 12 months to an annualized rate of \$122,220 for 12 months, April 11, 2021. Administrative Staff. Merit increase.

Wilson, Justin, Clinical Pharmacist, Pharmacy Management Consultant, College of Pharmacy, salary changed from an annualized rate of \$106,000 for 12 months to an annualized rate of \$109,180 for 12 months, July 18, 2021. Professional Nonfaculty. Anniversary increase.

Wilson, Sarah A., title changed from Business Manager Administration & Central Services, College of Allied Health, to Administration & Operations Executive Director, Stephenson Cancer Center, College of Medicine, salary changed from an annualized rate of \$82,425 for 12 months to an annualized rate of \$139,000 for 12 months, June 6, 2021. Administrative Staff. Promotion.

NEPOTISM WAIVER(S):

Barnes, Jay Todd, Clinical Business Administrator, Department of Neurosurgery & Neurology, College of Medicine. Mr. Barnes is the spouse of Anne Barnes, Senior Associate Dean for Administration and Finance for the College of Medicine. The College of Medicine has determined the most efficient and effective means of structuring department administrative positions is to have a direct reporting relationship within each department to the Chair and an additional secondary reporting relationship to the Senior Associate Dean for Administration and Finance within the College of Medicine. To avoid a conflict, Mrs. Barnes will have no direct or indirect supervisory responsibility, including, but not limited to that related to assignments, setting outcome expectations, and performance metrics for Mr. Barnes. Mrs. Barnes will continue to be responsible for establishing the assignments, outcome expectations, and performance metrics for all department administrative position, generally. All evaluations, promotions, and salary decisions will be made by the College of Medicine Executive Dean in consultation with the respective department chairs.

Rajala, Ammajl, Senior Staff Research Assistant, Ophthalmology, College of Medicine. Mrs. Rajala is the spouse of Dr. Raju Rajala and has been working in Ophthalmology for the past 16 years as part of Dr. Robert E. Anderson's research group that collaborates closely with Dr. Rajala's group. Her knowledge and expertise is invaluable to the University. Dr. Michelle Callegan, Director of Vision Research at the Dean McGee Eye Institute, has agreed to supervise Mrs. Rajala during her employment in Dr. Rajala's lab. She will be responsible for any evaluations and any compensation or promotion recommendations independent from input from Dr. Rajala.

Whitley III, John, Administration and Finance Coordinator, Graduate Periodontics Program, College of Dentistry. Mr. John Whitley is the spouse of Dr. Tracey Whitley, Clinical Assistant Professor, within the College of Dentistry. Although Mr. Whitley and Dr. Whitley will be in the same division, there would be no supervisory duties of one to the other. Dr. Robin Henderson, Division Head of Periodontics, will supervise Mr. Whitley. Performance evaluations, recommendations for promotion, compensation adjustments, and awards for both Dr. Whitley and Mr. Whitley are controlled by Dr. Henderson. In the event she is no longer in the role of Division Head, the next in line to supervise would be the Department Chair, Dr. Susan Settle.

RESIGNATION(S)/TERMINATION(S):

Arntzen, Julie A., Senior Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

Beagles, Tammy K., EHR Applications Manager, Project Apollo (EPIC), College of Medicine, July 1, 2021. Transfer to OU Health.

Casaigne, Juan, Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

Chaphekar, Anita V, Resident, Pediatrics Residency Program, College of Medicine, July 1, 2021. Completion of program.

Cleary, Russell, Electronic Health Records Integrity & Interoperability Director, Project Apollo (EPIC), College of Medicine, July 1, 2021. Transfer to OU Health.

Dixon, Edward, Harlan, Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Dysinger, Patricia G., EMR Executive Director, OU Physicians, July 1, 2021. Resignation.

Easter, Kristine R., Clinical Operations Director, OU Physicians Faculty Clinics, July 1, 2021. Transfer to OU Health.

Fitzpatrick, Blake E., Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Flusche, Elizabeth A., Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Griffin, Lesley K., Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Grinstead, Megan D., Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

Hamilton, Sarah V. Clinical Business Administrator, Psychiatry & Behavioral Sciences, College of Medicine, June 5, 2021. Resignation.

Hawthorne, Robert, Revenue Cycle Director, OU Physicians, July 1, 2021. Transfer to OU Health.

Hibbitts, Kerry R., Medical Physicist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

Jamali, Sajad L., Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

Joseph, Lesley A., Clinical Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Lam, Emily C., Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Linden, Kristen L., Senior Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

McClure, Heather A., Executive Director of Operations, OU Physicians, May 4, 2021. Resignation.

Miller, Amanda, Administrative & Finance Associate Vice President & Chief Risk Officer, Office of Enterprise Risk Management, July 17, 2021. Resignation.

Nguyen, Hanh P., Senior Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

O'Neill, Karen, Clinical Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Resignation.

Ortega, Heather D., Senior Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

Reed, Trisha D., Enterprise Electronic Health Records Conversion and Activation Project Manager, Project Apollo (EPIC), College of Medicine, July 1, 2021. Transfer to OU Health.

Simon, Heather R. Revenue Cycle Applications Manager, Project Apollo (EPIC), College of Medicine, July 1, 2021. Transfer to OU Health.

Smith, Jovan M., Clinical Operations Director, OU Physicians, July 1, 2021. Transfer to OU Health.

Sowle, Deanna M., Pharmacist, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Stricklin, John D., Solutions Architect, IT Administration, July 7, 2021. Resignation.

Varghese, Anisha C., Pharmacy Manager, Cancer Center Clinical Services, College of Medicine, July 1, 2021. Transfer to OU Health.

Weaver, Shelly R., Professional Liability & Risk Assistant Director, OU Physicians, July 1, 2021. Transfer to OU Health.

Whitmarsh, Jeff, Senior Medical Dosimetrist, Radiation Oncology-Med Physics, College of Medicine, July 1, 2021. Transfer to OU Health.

RETIREMENT(S):

Bernard, Susan, Associate Dean for Administration & Finance, Office of the Dean, College of Allied Health, August 1, 2021.

Clay, Peggy, Associate General Counsel, Legal Counsel, Provost, May 8, 2021.

Hilborn, Carolyn C., Neonatal Nurse Practitioner, Department of Pediatrics, College of Medicine, July 2, 2021.

Norman Campus:

NEW APPOINTMENTS:

Brockwell, Matthew, Senior Vice President and Chief Financial Officer, salary at annualized rate of \$425,000 for 12 months, December 1, 2021. Executive Officer.

Hanak, John M., Executive Director and Chief Innovation and Corporate Officer [Director (Administrative Officer)], Office of Innovation and Corporate Relations, salary at annualized rate of \$265,000 for 12 months and a one-time signing bonus of \$50,000, September 30, 2021. Administrative Officer.

Sergent, Dean, Administrator II, College of Earth and Energy Dean's Office, salary at annualized rate of \$150,000 for 12 months, May 27, 2021. Administrative Staff.

Smith, Thomas Brent, Wylodean and Bill Saxon Director, Fred Jones Jr. Museum of Art, salary at annualized rate of \$210,000 for 12 months, November 1, 2021. Administrative Staff.

Wojtalewicz, Clifford, Program Administrator III, Institute for Aerospace and Defense, Research and Partnerships Vice President's Office, salary at annualized rate of \$150,000 for 12 months, July 31, 2021. Managerial Staff.

CHANGES:

Atkinson, Linda, Associate Director of K12 STEM Educational Partnership [Administrator III], Center for Educational and Community Renewal, salary changed from annualized rate of \$118,739 for 12 months to annualized rate of \$122,301 for 12 months, August 1, 2021. Administrative Staff. Grant-funded increase.

Baldwin, Toby Brent, Director of Compliance [Managerial Associate I], Athletics Department, salary changed from annualized rate of \$135,960 for 12 months to annualized rate of *\$163,010100 for 12 months, July 26, 2021. Managerial Staff. Increase. *Scriverens' error

Ball, Lou, Assistant Coach Women's Gymnastics [Coach/Sports Professional I], Athletics Department, Base Salary changed from annualized rate of \$150,000 for 12 months to annualized rate of \$160,000 for 12 months; Additional Compensation from private funds for personal services changed from annualized rate of \$10,000 for 12 months to annualized rate of \$15,000 for 12 months, September 1, 2021. Managerial Staff. Increase.

Brammer, Morgan C., title changed from Director of Oklahoma Recruitment and Campus Experience [Administrator II] to Director of Recruitment [Director], Admissions and Recruitment, salary changed from annualized rate of \$84,460 for 12 months to annualized rate of \$105,000 for 12 months, July 1, 2021. Administrative Staff. Promotion, increase.

Dean, Sharon, Associate Director of Leadership [Administrator III], Center for Educational and Community Renewal, salary changed from annualized rate of \$102,022 for 12 months to annualized rate of \$105,082 for 12 months, August 1, 2021. Administrative Staff. Grant-funded increase.

Feland, Danny, Facility Manager [Technical Project Management Specialist II], Advanced Radar Research Center, Research and Partnerships Vice President's Office salary changed from annualized rate of \$97,000 for 12 months to annualized rate of \$100,000 for 12 months, September 1, 2021. Managerial Staff. Grant-funded increase.

Gollahalli, Anil, Vice President and General Counsel, review of compensation and terms and/or contract of employment, and to make any adjustments regarding same.

Gasso, JT, Assistant Coach Women's Softball [Coach/Sports Professional I], Athletics Department, Base Salary changed from annualized rate of \$136,000 for 12 months to annualized rate of \$150,000 for 12 months; Additional Compensation from private funds for personal services changed from annualized rate of \$26,000 for 12 months to annualized rate of \$32,000 for 12 months, September 1, 2021. Managerial Staff. Increase.

Gattoni, Susanna M., title changed from Associate General Counsel [Associate General Counsel] to Deputy General Counsel [Associate General Counsel], Legal Counsel, salary changed from annualized rate of \$172,525 for 12 months to annualized rate of \$180,000 for 12 months, July 1, 2021. Administrative Staff. Promotion, increase.

Haley, Tom, Assistant Coach Women's Gymnastics [Coach/Sports Professional I], Athletics Department, Base Salary changed from annualized rate of \$150,000 for 12 months to annualized rate of \$160,000 for 12 months; Additional Compensation from private funds for personal services changed from annualized rate of \$10,000 for 12 months to annualized rate of \$15,000 for 12 months, September 1, 2021. Managerial Staff. Increase.

Harroz, Joseph, Jr., President, review of compensation and terms and/or contract of employment, and to make any adjustments regarding same.

Hendricks, Heather Nicole, title changed from Staff Attorney [Staff Attorney] to Associate General Counsel [Assistant General Counsel], Legal Counsel, salary changed from annualized rate of \$107,635 for 12 months to annualized rate of \$130,000 for 12 months, July 1, 2021. Administrative Staff. Job reclassification, increase.

Kelley, Redmond, Lead Radar Engineer [Architect/Engineer Professional III], Advanced Radar Research Center, Research and Partnerships Vice President's Office, salary changed from annualized rate of \$140,000 for 12 months to annualized rate of \$147,000 for 12 months, September 1, 2021. Professional Staff. Grant-funded increase.

Lau, Geoffrey, title changed from Associate Director of Rehabilitation and Athletic Trainer [Health Care Professional II], to Director of Rehabilitation [Health Care Professional II], Athletics Department, salary changed from annualized rate of \$74,263 for 12 months to annualized rate of \$115,000 for 12 months, June 1, 2021. Managerial Staff. New internal position, increase.

McCord, Matthew, Lead Radar Engineer [Architect/Engineer Professional III], Advanced Radar Research Center, Research and Partnerships Vice President's Office, salary changed from annualized rate of \$130,000 for 12 months to annualized rate of \$135,000 for 12 months, September 1, 2021. Professional Staff. Grant-funded increase.

McKenzie, Ralph, Program Manager [Program Administrator II], Advanced Radar Research Center, Research and Partnerships Vice President's Office, salary changed from annualized rate of \$101,000 for 12 months to annualized rate of \$105,000 for 12 months, September 1, 2021. Managerial Staff. Grant-funded increase.

Meier, John, Lead Radar Engineer [Architect/Engineer Professional III], Advanced Radar Research Center, Research and Partnerships Vice President's Office, salary changed from annualized rate of \$136,000 for 12 months to annualized rate of \$143,000 for 12 months, September 1, 2021. Professional Staff. Grant-funded increase.

Muckala, Caleb Joseph, Associate General Counsel [Associate General Counsel], Legal Counsel, salary changed from annualized rate of \$126,100 for 12 months to annualized rate of \$130,000 for 12 months, July 1, 2021. Administrative Staff. Salary market, increase.

Pan, Hong, Radar Engineer [Architect/Engineer Professional III], Advanced Radar Research Center, Research and Partnerships Vice President's Office, salary changed from annualized rate of \$97,000 for 12 months to annualized rate of \$100,000 for 12 months, September 1, 2021. Professional Staff. Grant-funded increase.

Piersall, Cody, Radar Engineer [Architect/Engineer Professional III], Advanced Radar Research Center, Research and Partnerships Vice President's Office, salary changed from annualized rate of \$101,000 for 12 months to annualized rate of \$107,000 for 12 months, September 1, 2021. Professional Staff. Grant-funded increase.

Pool, Margaret, Assistant Director of Clinical Services [Administrator II], Goddard Health Center, salary changed from annualized rate of \$90,414 to annualized rate of \$103,976 for 12 months, May 6, 2021. Managerial Staff. Additional responsibilities, increase.

Purcell, Chris A., Executive Secretary of the Board of Regents and Vice President for University Governance, review of compensation and terms and/or contract of employment, and to make any adjustments regarding same.

Reinke, Tracy L., title changed from Executive Director, Finance and Operations [Administrator II], Cooperative Institute for Mesoscale Meteorological Studies to Executive Director, Finance and Operations and Senior Coordinator, College of Atmospheric & Geographical Sciences Grants Management Service Center [Administrator II], Cooperative Institute for Mesoscale Meteorological Studies, salary changed for annualized rate of \$99,391 for 12 months to annualized rate of \$109,330 for 12 months, July 1, 2021. Administrative Staff. New duties, increase.

Rocha, Jennifer, Assistant Coach Women's Softball [Coach/Sports Professional I], Athletics Department, Base Salary changed from annualized rate of \$198,000 for 12 months to annualized rate of \$203,000 for 12 months; Additional Compensation from private funds for personal services changed from annualized rate of \$30,000 for 12 months to annualized rate of \$35,000 for 12 months, September 1, 2021. Managerial Staff. Increase.

Strech, Geneva J., Associate Director of E-TEAM [Program Administrator III], Center for Early Childhood Professional Development, salary changed from annualized rate of \$92,000 for 12 months to annualized rate of \$100,000 for 12 months, July 1, 2021. Managerial Staff. Program growth, increase.

Viney, Courtney, titled changed from Recruiting Analyst, Football [University Student Programs Specialist II] to Director of Player Development, Football [University Student Programs Specialist III], Athletics Department, salary changed from annualized rate of \$79,000 for 12 months to annualized rate of \$112,500 for 12 months, June 24, 2021. Managerial Staff. Promotion, increase.

Wilson, Scott, Director, Innovative Technologies [Administrator III], Center for Educational and Community Renewal, salary changed from annualized rate of \$ 127,097 for 12 months to annualized rate of \$130,899 for 12 months, August 1, 2021. Administrative Staff. Grant-funded increase.

Wright, Charles, Chief Audit Executive, review of compensation and terms and/or contract of employment, and to make any adjustments regarding same.

NEPOTISM WAIVER:

Andrew Carter, Campus Tour Guide, Office of Admissions and Recruitment, salary set at \$10.00 per hour, August 23, 2021. Andrew is the brother of Katie Rogers, Tour Coordinator, Office of Admissions and Recruitment. To avoid conflict of interest, Andrew Carter will be directly supervised by Marissa Henderson, Associate Director of Campus Experiences, who reports directly to Morgan Brammer, Director of Recruitment. Katie Rogers also reports directly to Marissa Henderson. Katie will not give direction nor training to Andrew.

RESIGNATIONS/TERMINATIONS:

Conrad, Eric, Vice President Operations, Executive Officer, July 31, 2021. Resignation.

RETIREMENTS:

Brookey, Lauren F., Executive Director, Development Office, August 1, 2021. Administrative Staff. Retirement.

Coale, Sherri K., Coach/Sports Professional IV, June 30, 2021. Managerial Staff. Retirement.

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

Regent Shirley moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

SEARCH COMMITTEE FOR VICE PROVOST FOR FACULTY– NC

In order to begin the search for the Vice Provost for Faculty, the President recommends the approval of a search committee as outlined below.

The Vice Provost for Faculty serves as the primary advisor to the Provost on matters that impact faculty, which include overseeing faculty annual evaluation and the tenure and promotion processes, managing chair and director development initiatives, contributing to faculty hiring policy and practice, and leading the annual academic program review process.

Board of Regents' policy 1.4 regarding search committees for Vice Provosts provides that the committee shall have faculty, student, and staff representation and outlines the procedures by which nominations are made and search composition is determined.

The current Interim Vice Provost for Faculty is granted the right to become a candidate for the permanent position.

From among those nominated, the President appoints those listed below to serve on the search committee:

Chair

Andre Wright, Senior Vice President and Provost – Norman

Provost's Office Representative

Chris Walker, Associate Provost for Academic Integrity

Faculty Senate Representative

Stephanie Pilat, Director of the Division of Architecture, Gibbs College of Architecture

Faculty-at-Large

Kelvin White, Associate Dean, College of Arts and Sciences and Associate Professor, School of Library and Information Studies

Jessica Ruyle, Associate Professor, School of Electrical and Computer Engineering, Gallogly College of Engineering

Staff Senate Representative

Cathy Yeaman, Department of Human Relations

Student Government Representative

Cricket Kaya, Senior, International Development

In accordance with Board of Regents' policy 1.4, President Harroz recommended the Board of Regents approve the appointment of the following members to the search committee for the Vice Provost for Faculty.

Regent Stevenson moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

SEARCH COMMITTEE FOR DEAN OF THE HONORS COLLEGE – NC

In order to begin a national advertised search for the next Dean of the Honors College, the President recommends the appointment of a search committee as outlined below.

Board of Regents policy 1.4 regarding search committees for Deans provides that the committee shall have faculty, student, and staff representation and outlines the procedures by which nominations are made and search composition is determined.

The current Interim Dean is granted the right to become a candidate for the permanent position.

From among those nominated, the President recommends those listed below to serve on the Search Committee:

<u>Chair</u>	Scott Fritzen, Dean, David L. Boren College of International Studies
<u>Honors College Faculty</u>	Daniel Mains, Associate Professor of Anthropology and African Studies, Honors College
<u>Faculty-at-Large</u>	Alison Fields, Associate Director, School of Visual Arts; Mary Lou Milner Carver Professor of Art of the American West and Associate Professor of Art History, School of Visual Arts, Weitzenhoffer Family College of Fine Arts
	Melanie Wilderman, Associate Professor, Executive Director of Oklahoma Scholastic Media, Gaylord College
<u>Faculty Senate Representative</u>	Jeanette Davidson, Professor, Clara Luper Department of African and African American Studies, College of Arts and Sciences
<u>Staff Senate Representative</u>	Will O'Donnell, Coordinator of Student Programs, Honors College
<u>SGA Student Representative</u>	Tavana Farzaneh, Student, Honors College

In accordance with Board of Regents' policy 1.4, President Harroz recommended the Board of Regents approve the appointment of the following members to the search committee for the Dean of the Honors College and relaunch the search.

Regent Stevenson moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

SEARCH COMMITTEE – VICE PRESIDENT FOR HEALTH SCIENCES RESEARCH – HSC

To begin the search for the Vice President for Health Sciences Research, Health Sciences Center, the President recommends the approval of search committee as outlined below.

The Vice President for Health Sciences Research oversees and manages administration for all research activities conducted at and through the OU Health Sciences Center as well as with OU Health, and works with the Senior Vice President and Provost of the OU Health Sciences Center and University leadership to develop and implement research strategic growth priorities from the bench to the bedside to the community.

Board of Regents' policy Section 1.4 regarding search committees for Vice Presidents provides that the committee shall have faculty, staff, and student representation and outlines the procedures by which nominations are made and search committee composition is determined.

From among those nominated, the President appoints those listed below to serve on the search committee:

1. Mary Beth Humphrey, M.D., Ph.D., OU College of Medicine, Associate Dean for Research, Division Chief of Rheumatology, Immunology, and Allergy, Professor of Medicine (Chair)
2. Jill Raines, J.D., OU Health Sciences Center, Vice Provost for Health Sciences Administration
3. Tomas Diaz de la Rubia, Ph.D., OU Norman Campus, Vice President for Research and Partnerships
4. Susan Sisson, Ph.D., R.D.N., OU College of Allied Health, Associate Dean for Research, Associate Professor of Nutritional Sciences
5. Sharukh Khajotia, B.D.S., M.S., Ph.D., OU College of Dentistry, Associate Dean for Research and Innovation, Professor of Dentistry
6. Barbara Carlson, R.N., Ph.D., OU College of Nursing, Associate Dean for Research, Professor of Nursing Science
7. Eric Howard, Ph.D., OU Graduate College, Assistant Dean for Biomedical Doctoral Programs, Associate Professor of Cell Biology [*Faculty Senate nominee*]
8. Kelly Standifer, Ph.D., OU College of Pharmacy, Chair Department of Pharmaceutical Sciences, Professor of Pharmacology
9. Laura BeeBe, Ph.D., OU College of Public Health, Chair Department of Biostatistics and Epidemiology, Professor of Epidemiology
10. Kent Teague, Ph.D., OU Tulsa Campus and OU School of Community Medicine, Assistant Vice President for Research, Professor of Surgery
11. Dini Chissoe, Clinical Research Coordinator, OU College of Medicine, Department of Otolaryngology [*Staff Senate nominee*]
12. Nicole Giordano, Ph.D., candidate in Microbiology and Immunology, Graduate Student Association President [*Student Government Association nominee*]

13. Doris Benbrook, Ph.D., OU College of Medicine and Stephenson Cancer Center, Gynecologic Oncology, Professor Obstetrics and Gynecology
14. Anna Csiszar, M.D., Ph.D., OU College of Medicine and Center for Gerosciences, Professor of Biochemistry and Molecular Biology
15. Dr. Kenichi Tanaka, M.D., OU College of Medicine, Chair Anesthesiology, Professor of Anesthesiology
16. William Hildebrand, Ph.D., OU College of Medicine, Professor of Microbiology and Immunology, Scientific Founder, Pure Protein L.L.C.
17. Courtney Houchen, M.D., OU College of Medicine and Stephenson Cancer Center, Chief Digestive Diseases and Nutrition, Professor of Medicine
18. David Sparling, M.D., Ph.D., OU College of Medicine and Harold Hamm Diabetes Center, Associate Chief Pediatric Diabetes and Endocrinology, Assistant Professor of Medicine

In accordance with Board of Regents' policy 1.4, President Harroz recommended that the Board of Regents approve the appointment of the membership of the search committee for the Vice President for Health Sciences Research, Health Sciences Center.

Regent Keating moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

FACILITY NAMING – ALL

The University administration desires that recognition of the donor(s) and the new name of the facility remain confidential until the announcement is made on a date yet to be determined. The cooperation of the press is requested in maintaining this confidentiality.

President Harroz recommended the Board of Regents approve the naming of a newly renovated facility in recognition of a generous gift to the University of Oklahoma Foundation.

Regent Shirley moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

STUDENT AFFAIRS MASTER PLAN – NC

At this time, an architectural consultant is needed to assist the University in review and evaluation for the Student Affairs Master Plan. Student Affairs currently occupies space in the Oklahoma Memorial Union, Henderson Tolson Cultural Center, Jim Thorpe Multicultural Center, Copeland Hall and other spaces across the campus. The project includes all the areas currently occupied by Student Affairs, all of the Oklahoma Memorial Union and other areas that may be identified as the project develops. The goal of the project is to optimize and consolidate spaces and provide the healthiest and safest spaces for students to socialize, study, work and enhance their academic experiences and to have opportunities to participate in diverse cultural experiences. Upon successful completion of the study, the consultant may be asked to provide full architectural and engineering services for projects identified by the study as they are implemented and funding is available.

A request for qualifications was sent to the architectural firms that are currently registered with the Construction and Properties Department/Division of Capital Assets Management of the State Office of Management and Enterprise Service, and a committee was formed to evaluate the responses received from nine firms. The committee was composed of the following:

Voting:

Brent Everett, Assistant Director, Architectural & Engineering Services, Chair
 Brynn Daves, Assistant Vice President & Associate Dean of Students
 Pamela Ketner, Associate Vice President, University Operations
 Matt Rom, Associate Vice President, Facilities Management
 Quy Nguyen, Assistant Dean of Students, Center for Student Life
 Laura Tontz, Director, Oklahoma Memorial Union

Non-Voting:

Brian Holderread, Associate Vice President, Architectural and Engineering Services

Based on these proposals and client references, five firms were selected for further evaluation, and the firms were ranked as shown below.

1. MA+ Architecture, Oklahoma City, OK
2. JHBR Architecture, Oklahoma City, OK
3. Rees, Tulsa, OK
4. Hornbleek-Blatt, Oklahoma City, OK
5. Workshop Architects, Inc., Milwaukee, Wisconsin

**STUDENT AFFAIRS MASTER PLAN
 ARCHITECTURAL FIRM EVALUATION SUMMARY:**

	Hornbeek-Blatt	JHBR Architecture	MA+ Architecture	Rees	Workshop Architects, Inc.
Acceptability of Design (Services)	57	72	81	66	60
Quality of Sub-Contracts	54	72	87	63	51
Adherence to Cost Limits	23	24	25	24	23
Adherence to Time Limits	24	24	25	24	23
Volume of Changes	22	24	25	24	21
Resources of Firm	22	24	28	27	23
In-State Preference 5%	10	12	14	11	0
Total	212	252	285	239	201

Funds to cover the costs associated with preliminary professional services have been identified, are available and budgeted from University funds.

President Harroz recommended the Board of Regents:

- I. Rank in the order presented above architectural firms under consideration to provide professional services for the Student Affairs Master Plan;
- II. Authorize the University administration to negotiate the terms of an agreement and a fee, starting with the highest-ranked firm; and
- III. Authorize the President or his designee to execute the consultant contract.

Regent Shirley moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

MEDICAL PLAN CARRIER SELECTION AND MEDICARE RETIREE BUY-UP PLAN OPTION – ALL

The University recently accepted proposals for Medical and Prescription drug plan administration for all three campuses in Norman, Oklahoma City, and Tulsa. The goal of this initiative is to provide competitive and comprehensive coverage to employees and pre-Medicare retirees. Other objectives included the opportunity to bring creative solutions for better health care outcomes and to identify a payer that would be fiscally responsible with a strong focus on service and coverage.

Representatives from Faculty Senate, Staff Senate, the Employee Benefits Committee, Human Resources Department, Rogers State University, and Cameron University comprised the Request-For-Proposal (RFP) Review Committee. The committee reviewed proposals submitted by all interested responders, providing finalist recommendations, and then a final recommendation to Executive Management. The RFP Review Committee was assisted in its review by the University's fringe benefit consultants, Willis Towers Watson. The RFP Review committee made a recommendation to President Harroz and Executive Management. President Harroz is recommending it to the Board of Regents for final approval.

In response to the competitive solicitation, the following firms responded to the medical and prescription drug request for proposal:

MEDICAL

90 Degrees Benefits
Aetna
Blue Cross Blue Shield of Oklahoma
Cigna Health and Life Insurance Company
Edison Health Solutions
Healthcare Highways
Script Care
United Healthcare

HEADQUARTERS

Birmingham, Alabama
Hartford, Connecticut
Tulsa, Oklahoma
Bloomfield, Connecticut
Tulsa, Oklahoma
Frisco, Texas
Beaumont, Texas
Minnetonka, Minnesota

An evaluation committee for the University of Oklahoma comprising the following individuals rated the responses included:

Lee Camargo-Quinn, Assistant Director of Benefits, Human Resources
Carrie Clark, Program Specialist, Norman Staff Senate

Colin Fonda, Associate Director of Total Rewards, Human Resources
 Susan Hahn, Business & Economics Librarian, Price College of Business, Employee Benefits Committee
 Jamil Haynes, HR Director, Rogers State University
 Renee Leasure, Associate Professor, College of Nursing, HSC Faculty Senate
 Amy Pepper, Assistant Professor, College of Law, Norman Faculty Senate
 Scott Schneider, Vice President for Business & Finance, Cameron University
 Megan Westbrook, Lead Accountant, Pharmacy Business School, HSC Staff Senate
 Debra Vaughn, Retiree, OU Retiree Association

After thorough review of the RFP responses submitted by vendors, the RFP Review Committee invited the three strongest respondents to in-person interviews: Aetna, Blue Cross Blue Shield of Oklahoma (BCBS), and Cigna Health and Life Insurance Company.

The evaluation criteria for the medical plan were financial competitiveness, value added services, network disruption, member experience, emerging delivery models, account management, performance guarantees, health management, and customer service. As a result of the evaluation matrix below, the RFP committee selected Cigna to serve as the University's medical carrier beginning January 1, 2022.

	% Weight	BCBS	Cigna	Aetna
Financial Competitiveness	20%	59	88	66
Value Added Services	5%	57	75	77
Disruption / Provider Access	10%	94	68	72
Emerging Delivery Models	5%	60	69	73
Member Experience	15%	72	77	73
Performance Guarantees	5%	73	67	70
Account Team	10%	71	79	75
Health Management – Standard / Enhanced Clinical Model	10%	61	75	73
Employee Facing Tools & Technology	10%	71	90	75
Pharmacy / RX Rebates	10%	58	84	78
<i>Total</i>	<i>100%</i>	<i>67.60</i>	<i>79.30</i>	<i>72.45</i>

The University requested a buy-up medical plan option for Medicare-eligible retirees through United Healthcare. After the Medicare Advantage Plan was implemented on January 1, 2021, Human Resources received feedback from retirees who expressed the need for an additional Medicare option. Human Resources worked with United Healthcare and presented three Medicare supplement options to a committee that included members of the Faculty Senates, Staff Senates, the Employee Benefits Committee, and the Retiree Association. The options included a Medicare standard Plan F, Plan G, and Plan N medical supplement, all including Part D prescription drug coverage. After reviewing the options with the committee, it was determined that a Plan G including Part D prescription drug coverage would be offered as well as an option to purchase the Part D prescription drug coverage as a standalone option. Human Resources presented this recommendation to President Harroz. President Harroz is recommending the addition of the retiree buy-up plan option to the Board of Regents for final approval.

Rate sheets for the proposed selections are attached hereto as Exhibit G.

President Harroz recommended the Board of Regents authorize the President or his designee:

- I. To enter negotiations with Cigna Health and Life Insurance Company, the proposal respondent providing the best medical management and member experience, to serve as the University of Oklahoma's third-party administrator and network provider for the self-funded medical programs for active employees and pre-Medicare retirees for the one-year period beginning January 1, 2022, with the option to renew for four additional one-year periods not to exceed December 31, 2026; and
- II. To provide a retiree buy-up plan option to Medicare-eligible retirees through United Healthcare Insurance Company, Inc. (United Healthcare) for the one-year period beginning January 1, 2022, with the option to renew for three additional one-year periods not to exceed December 31, 2025.

Regent Nagel moved approval of the recommendation. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

FOR INFORMATION ONLY ITEMS

Also included in the agenda were the following items that were identified, by the administration of each University, as "For Information Only." No action was required, but discussion, comments or consideration could have occurred if requested.

ACADEMIC CALENDAR 2021-2022 AMENDED – NC
NONSUBSTANTIVE PROGRAM CHANGES – NC
APPOINTMENT OF THE COLLEGE OF MEDICINE ADMISSIONS BOARD AND
INTERVIEW SUBCOMMITTEE – HSC
FIRE INSPECTION – NC
ORACLE PRODUCTS – ALL
STAFFING SERVICES FOR INFORMATION TECHNOLOGIES PROJECTIONS –
ALL
MICROSOFT PRODUCTS – ALL
COMPUTER STANDARDIZATION – ALL
CONCESSION AND CATERING SERVICES FOR ATHLETIC EVENTS – NC
SPORTS SPONSORSHIP INVENTORY – NC
SECURITY PERSONNEL SERVICES FOR ATHLETIC VENUES – NC
QUARTERLY REPORT OF ON-CALL ARCHITECTS, ENGINEERS,
CONSTRUCTION MANAGERS
& CONSTRUCTION SERVICES – ALL
QUARTERLY REPORT OF PURCHASES – ALL

ACADEMIC CALENDAR 2021-2022 AMENDED – NC

The Oklahoma State Regents for Higher Education authorize the President to approve the institution's academic calendar each year. The attached academic calendar is for information only and will be submitted to the State Regents.

Reason for request:

The primary reason for this program is the growth in the number of students going into graduate programs in business schools or finding positions in the business world after receiving an undergraduate degree in Mathematics. The objective of the program is to allow Mathematics majors to move into one of several positions in the business world including marketing, consulting, and data analytics. In addition, students who plan to start their own businesses can receive training in entrepreneurship. We believe that Mathematics majors will be successful in the MBA courses given the quantitative and analytical skills they obtain during their undergraduate studies. This accelerated degree will equip the students with the necessary business skills.

Bachelor of Arts (in Mathematics)/Master of Science (in Finance) (RPC 299/450, MC ATBD/FTBD)

Addition of a new accelerated degree. The degree requires 140 total hours with 12 hours of shared graduate coursework from an approved list maintained by the Mathematics and MBA departments.

Reason for request:

The primary reason for this program is the growth in the number of students going into graduate programs in business schools or finding positions in the business world after receiving an undergraduate degree in Mathematics. The objective of the program is to allow Mathematics majors to move into positions in the finance industry or the business world. The skill sets that these students obtain in their undergraduate studies make them ideal candidates for job positions in the finance industry and the business world. This accelerated degree will equip the students with knowledge in both fundamental and advanced finance topics that are essential for success in such positions. In addition, these students can pursue Ph.D. in Finance after completing the MS in Finance course requirements. We believe that Mathematics majors will be successful in the graduate finance courses given the highly quantitative nature of these courses.

Deletion of Accelerated Degree Program

PRICE COLLEGE OF BUSINESS

Bachelor of Business Administration (in Human Resource Management)/Master of Science (in Management of Information Technology) (RPC 168/341, MC A520/F659-Q327)

Deletion of an accelerated program. There are no students enrolled and no courses will be deleted.

Reason for request:

The undergraduate Human Resource Management major has been deleted.

Bachelor of Business Administration (in Risk Management)/Master of Science (in Management of Information Technology) (RPC 081/341, MC A822/F659-Q580)

Deletion of an accelerated program. There are no students enrolled and no courses will be deleted.

Reason for request:

The Risk Management major has seen declining enrollments over the past seven years, averaging about 20 students each year. Currently, the number of students in the major is 13. The plan is to fold Risk Management back into the Finance major and create a Risk Management concentration within Finance.

Accelerated Degree Program Name Change and Requirement Changes

Bachelor of Business Administration (in General Management)/Master of Science (in Management of Information Technology) (RPC 168/341, MC A658/F659-Q268)

Name change to Bachelor of Business Administration (in Management)/Master of Science (in Management of Information Technology). Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The name change was needed to bring the accelerated program name in line with the undergraduate program name since the General Management option was changed to Management.

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It

would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Program Requirement Changes

PRICE COLLEGE OF BUSINESS

Bachelor of Business Administration (in Accounting)/Master of Accountancy (RPC 003/265, MC A001/F001)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Change Upper-Division Electives to 11 hours and Free Electives to 8 hours. Total credit hours for the accelerated degree will not change.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

The change of Upper-Division Electives to 11 hours and Free Electives to 8 hours allows for 76 total upper-division hours, which is a requirement to sit for the CPA exam in Oklahoma.

Bachelor of Business Administration (in Accounting)/Master of Science (in Finance) (RPC 003/450, MC A003/F435-Q005)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements

and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 142 to 140-144.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours.: This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-144 reflects the reduction in BBA hours to 120 with students generally sharing 8 to 12 credit hours.

Bachelor of Business Administration (in Accounting)/Master of Science (in Management of Information Technology) (RPC 003/341, MC A002/F659-Q005)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours.: This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Bachelor of Business Administration (in Economics)/Master of Science (in Management of Information Technology) (RPC 277/341, MC A295/F659-Q193)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of

Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours.: This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Bachelor of Business Administration (in Entrepreneurship & Venture Management)/Master of Science (in Management of Information Technology) (RPC 168/341, MC A380/F659-Q241)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular

representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Bachelor of Business Administration (in Finance)/Master of Science (in Finance) (RPC 081/450, MC A434/F435-Q253)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove list of Finance major elective courses and add: Choose nine hours of upper-division Finance courses. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 146 to 140-144.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the

summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of the list of Finance major elective courses to a requirement of nine hours of upper-division finance courses will enable the Finance division to offer new courses and allow them to count towards major requirements without submitting program change requests with every course addition or change. In a rapidly evolving field like Finance, this change will allow the division to add new courses on cutting edge topics and allow them to count towards the major without delay.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-144 reflects the reduction in BBA hours to 120 with students generally sharing 8 to 12 credit hours.

Bachelor of Business Administration (in Finance)/Master of Science (in Management of Information Technology) (RPC 081/341, MC A435/F659-Q253)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove list of Finance major elective courses and add: Choose nine hours of upper-division Finance courses. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the

summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of the list of Finance major elective courses to a requirement of nine hours of upper-division finance courses will enable the Finance division to offer new courses and allow them to count towards major requirements without submitting program change requests with every course addition or change. In a rapidly evolving field like Finance, this change will allow the division to add new courses on cutting edge topics and allow them to count towards the major without delay.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Bachelor of Business Administration (in Management of Information Systems)/Master of Science (in Management of Information Technology) (RPC 262/341, MC A660/F659-Q429)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The

proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Bachelor of Business Administration (in Marketing)/Master of Science (in Management of Information Technology) (RPC 153/341, MC A665/F659-Q434)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Remove the concentration requirement and add the following: Marketing majors must also complete one of the following: SCM minor, Digital MKT minor, Price College of Business major or minor or Advertising Track. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of the concentration requirement and addition of the following: Marketing majors must also complete one of the following: SCM minor, Digital MKT minor, Price College of Business major or minor or Advertising Track. This change will help the students master the marketing curriculum and specialize in a field within marketing / business. The proposed change will move the department to the next step in our overall strategic plan to upgrade the marketing curriculum.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Bachelor of Business Administration (in Supply Chain Management)/Master of Science (in Management of Information Technology) (RPC 152/341, MC A857/F659-Q632)

Course requirement changes. Restructure Price Passport to Success by removing B AD 1000 and B AD 1010 requirements and add B AD 3091. Remove COMM 1113/COMM 2613 requirements and add ENT 2113. Remove FIN 3303 requirement and add FIN 2303. Remove MATH 2123 Calculus II for Business, Life and Social Sciences requirement. Remove upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. Correct minimum total credit hours to reflect up to 12 hours of shared graduate credit. Total credit hours for the accelerated degree will change from 148 to 140-152.

Reason for request:

The purpose of the deletion of the B AD 1000 and 1010 and addition of the B AD 3091 is to restructure the manner in which the Center for Student Success (CSS) delivers the Price Passport to Success (PPS), allowing us to stay true to our mission, which is to prepare our students to compete and succeed in a diverse global business environment in support of the Purpose of Price®. A new method of PPS delivery includes incorporating the current required B AD 2091 class and adding a new one credit-hour course (B AD 3091).

Removal of Comm 1113/2613 and addition of ENT 2113 requirement: Price College of Business requires a communications course (BC 2813) that introduces the strategies, processes, and resources necessary for writers in business and professional contexts. Given the importance of developing an entrepreneurial mindset in all areas of business and the lack of curricular representation in the business core, the addition of the ENT 2113 requirement will offer such foundational knowledge in entrepreneurship for all business majors.

Removal of FIN 3303 requirement and addition of FIN 2303 requirement: Requiring business majors to complete their Basic Business requirements of 23 credit hours before taking FIN 3303 has resulted in finance and risk management majors delaying this foundational course until their junior year. This delay has meant that these majors have to apply for internships in the summer prior to the start of their junior year without having taken a single finance course. The proposed change will require all finance and risk management majors to take this course earlier in their program of study, and be competitive for internships, which are now a de facto requirement for fulltime jobs. This change does not affect other business majors, who have the option of taking FIN 2303 earlier if they so choose.

Removal of MATH 2123 Calculus II for Business, Life and Social Sciences and associated substitutions Brings College in line with similar business colleges and allows students to progress towards degree completion in a timely manner.

Removal of upper division electives and change FREE ELECTIVES to: Electives to bring total applicable hours to the minimum total required for the degree including a minimum of 40 upper-division hours. This change would bring us in line with other majors across campus. It would also accommodate our higher achieving students who transfer in many hours of lower division AP/concurrent enrollment credit that cannot currently be used towards graduation requirements. Moreover, the removal of the specific non-business coursework requirement would save double majors six hours, allowing them to graduate in a more-timely fashion. All students are required to complete 40 hours of general education coursework, contributing to their breadth of knowledge. The change in total credits to 140-152 reflects the reduction in BBA hours to 120 and up to 12 shared credit hours.

Digital Marketing for Business Majors, Minor (MC NTBD)

Course requirement change. Remove MKT 3413 and add MKT 3013. Total credit hours for the minor will not change.

Reason for request:

The changes bring the minor in line with other College of Business minor offerings.

Digital Marketing for Non-Business Majors, Minor (MC NTBD)

Course requirement change. Remove MKT 3413. Total credit hours for the minor will change from 18 to 15 hours.

Reason for request:

The changes bring the minor in line with other College of Business minor offerings.

Finance, Minor (MC N435)

Course requirement change. Replace FIN 3303 with FIN 2303. Total credit hours for the minor will not change.

Reason for request:

FIN 3303 has been deleted from the curriculum and replaced with FIN 2303.

General Business for Non-Business Majors, Minor (MC N450)

Course requirement change. Replace FIN 3303 with FIN 2303. Total credit hours for the minor will not change.

Reason for request:

FIN 3303 has been deleted from the curriculum and replaced with FIN 2303.

GAYLORD COLLEGE OF JOURNALISM AND MASS COMMUNICATION

Bachelor of Arts (in Creative Media Production)/Master of Arts (in Journalism and Mass Communication), (RPC 135/138, MC A256/F610-Q159)

Accelerated requirement change. Change required GPA's on accelerated degree check sheet from 2.50 to 3.00. Total credit hours for the degree will not change.

Reason for request:

Correction of the required GPAs to comply with the Graduate College accelerated degree requirements. When the accelerated degree was created, a proposed accelerated degree check sheet was not included so the undergraduate 2.50 GPA was listed for Overall, Major and last 60 hours instead of the 3.00 required by the Graduate College.

Bachelor of Arts (in Journalism)/Master of Arts (in Journalism and Mass Communication), (RPC 137/138, MC A610/F610-Q394)

Accelerated requirement change. Change required GPA's on accelerated degree check sheet from 2.50 to 3.00. Total credit hours for the degree will not change.

Reason for request:

Correction of the required GPAs to comply with the Graduate College accelerated degree requirements. When the accelerated degree was created, a proposed accelerated degree checksheet was not included so the undergraduate 2.50 GPA was listed for Overall, Major and last 60 hours instead of the 3.00 required by the Graduate College.

Bachelor of Arts (in Journalism Advertising)/Master of Arts (in Journalism and Mass Communication), (RPC 134/136, MC A006/F610-Q020)

Accelerated requirement change. Change required GPA's on accelerated degree check sheet from 2.50 to 3.00. Total credit hours for the degree will not change.

Reason for request:

Correction of the required GPAs to comply with the Graduate College accelerated degree requirements. When the accelerated degree was created, a proposed accelerated degree check sheet was not included so the undergraduate 2.50 GPA was listed for Overall, Major and last 60 hours instead of the 3.00 required by the Graduate College.

Bachelor of Arts (in Public Relations)/Master of Arts (in Journalism and Mass Communication), (RPC 137/138, MC A815/F610-Q563)

Accelerated requirement change. Change required GPA's on accelerated degree check sheet from 2.50 to 3.00. Total credit hours for the degree will not change.

Reason for request:

Correction of the required GPAs to comply with the Graduate College accelerated degree requirements. When the accelerated degree was created, a proposed accelerated degree check sheet was not included so the undergraduate 2.50 GPA was listed for Overall, Major and last 60 hours instead of the 3.00 required by the Graduate College.

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

APPOINTMENT OF THE COLLEGE OF MEDICINE ADMISSIONS BOARD AND INTERVIEW SUBCOMMITTEE – HSC

The College of Medicine Policy #204 states the following:

The College of Medicine Admissions Board composition and conduct of business shall be in compliance with relevant and required Liaison Committee on Medical Education (LCME) accreditation standards dealing with medical school admissions policies and procedures.

Admissions Board shall be made up of eleven (11) members. The Chair of the Admissions Board, a College of Medicine faculty member, is appointed by the Admissions Board from a slate of candidates provided by the current Chair and Immediate-Past Chair. The other members of the Admissions Board are recommended by the Interview Subcommittee (with the exception of one member who is selected by the Committee on Committees) to the Admissions Board, who appoints the new at-large members. The Admissions Board members serve staggered 3-year terms. The Associate Dean for Admissions is an *ex officio*, non-voting member. Appointment of individuals to the Admissions Board is provided as information to the University of Oklahoma Board of Regents and The Oklahoma State Regents for Higher Education each year.

The Admissions Board is assisted in conducting its business by a subcommittee of interviewers. Subcommittee members conduct interviews and evaluate each applicant who is invited for an interview using a standard evaluation instrument. No one shall be granted acceptance to the College of Medicine without an interview.

The interview subcommittee of the Admissions Board is selected by sending a solicitation of interest annually via various methods to faculty, and county and state medical associations. Attempt will be made to have a diverse subcommittee consistent with the College's diversity statement as well as the geography of Oklahoma, and specialty representation. Appointment to the interviewer subcommittee is for a one-year term. There is no limit on the number of terms an individual may serve on the subcommittee.

ADMISSIONS BOARD and
INTERVIEW SUBCOMMITTEE
2021-2022

ADMISSIONS BOARD

Brannon, Dale, M.D., Faculty, Radiology, Chair
Deck, Jason, M.D., Faculty, Family Medicine - Tulsa
Eiszner, James, M.D., Faculty, Anesthesiology
Farhood, Lisa, M.D., Private Practice
Herron, Cherie, M.D., Faculty, Child Neurology
Hill, Molly, Ph.D., Faculty, Microbiology/Immunology
Holter Chakrabarty, Jennifer, M.D., Faculty, Medicine, Immediate Past Chair
Jelley, Martina, M.D., Faculty, Medicine - Tulsa
Mitchell, Lynn, M.D., Faculty, Preventive Medicine
Moreau, Annie, M.D., Faculty, Ophthalmology
Williams, Marvin, D.O., Faculty, Obstetrics and Gynecology

Baker, Sherri, M.D., Associate Dean for Admissions, Associate Professor of Pediatrics,
ex officio

INTERVIEW SUBCOMMITTEE

FULL-TIME FACULTY, PART-TIME FACULTY, AND VOLUNTEER FACULTY

Allen, Pamela, M.D., Faculty, Dermatology
Atkins, Richard, M.D., Faculty, Medicine
Baker, Mary Zoe, M.D., Faculty, Medicine
Bien, Alexander, M.D., Faculty, Surgery
Biggs, Daniel, M.D., Faculty, Anesthesiology
Bonds, Morgan, M.D., Faculty, Surgery
Brasel, Chris, M.D., Faculty, Physiology - Tulsa
Brown, Ryan, M.D., Faculty, Pediatrics
Chong, David, M.D., Faculty, Orthopedic Surgery
Claros, Juan, M.D., Faculty, Surgery
Clayton, Stephen, M.D., Faculty, Neurology
Coleman, Brian, M.D., Faculty, Family Medicine
Durica, Sarah, M.D., Faculty, Neurology
Franklin, Rachel, M.D., Faculty, Family Medicine
Garman, Lori, PhD, Faculty, Microbiology/Immunology
Heimbach, Stephen, M.D., Faculty, Anesthesiology
Holman, Laura, M.D., Faculty, Obstetrics and Gynecology
Johnson, Jeremy, M.D., Faculty, Surgery
Levin, Jarad, M.D., Faculty, Dermatology
Magness, Ashley, M.D., Faculty, Diagnostic Radiology
McKinney, Kibwei, M.D., Faculty, Otorhinolaryngology
Miller, Frederick, PhD, Faculty, Cell Biology
Mims, Mark, M.D., Faculty, Otorhinolaryngology
Parker, Daniel, M.D., Faculty, Urology
Porter, Blake, M.D., Faculty, Obstetrics and Gynecology
Puffinbarger, Williams, M.D., Faculty, Orthopedic Surgery
Rooms, Laura, M.D., Faculty, Pediatrics
Salvaggio, Michelle, M.D., Faculty, Medicine
Shelton, Sarah, M.D., Faculty, Pediatrics
Squires, Ron, M.D., Faculty, Surgery
Vandyck, Kofi, M.D., Faculty, Anesthesiology
Weisz, Michael, M.D., Faculty, Medicine - Tulsa

COMMUNITY BASED REPRESENTATIVES

Ayitey, Rosemary, M.D., Moore
Breedlove, Robert, M.D., Stillwater
Digoy, Paul, M.D., Oklahoma City
Evans, J. Mark, M.D., Nichols Hills
Farrow, Aaron, M.D., Oklahoma City
Holter, Jeremy, M.D., Shawnee
Johnson, Michael, M.D., Oklahoma City
Leveridge, C. Tony, M.D., Oklahoma City
Malakouti, Bahar, M.D., Oklahoma City
Morris, Jennifer, M.D., Edmond
Parekh, Mukesh, M.D., Oklahoma City
Rougas, Stacie, M.D., Oklahoma City
Scott, Denise, M.D., Oklahoma City
Tran, Nicole, M.D., Oklahoma City

Vanhooser, Ross, M.D., Edmond
 Vaughn, Anthony, M.D., Oklahoma City
 Wilks, Karen, M.D., Oklahoma City

STUDENTS

Oklahoma City Campus: (14)

Baykal, Annah	Evanoff, Jaisa
Gonzalez, Victoria	Hosford, Alanah
Hrdlicka, Nick	Kornfeld, Liz
Martin, Silas	Miyake, Brad
Moeder, Katelyn	Osborn, Kelley
Ramji, Husayn	Rehman, Bilal
Starr, William	Want, Colton

Tulsa Campus: (6)

Gores, Ashton	Malati, Annamaria
Molenda, Bridgette	Philip, Tim
Staroscik, Katherine	Stiefer, Auston

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

FIRE INSPECTION – NC

Board of Regents' policies require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports the anticipated activity for fire alarm and sprinkler inspection services for fiscal year 2022 with estimated annual expenditure of \$1,126,292. The fire alarm and sprinkler inspection services are used for both housing and non-housing campus buildings and are required to maintain and upgrade existing equipment or when a new location is added. Previous annual expenditures for fiscal year 2021 were \$978,799.

Housing Facilities	
Fire Alarm Inspections	\$ 539,268.00
Sprinkler Inspections	\$ 72,367.00
Kitchen Hood & Extinguisher Inspections	\$ 23,180.00
<i>Total</i>	\$ 634,815.00

Non-Housing Facilities	
Fire Alarm Inspections	\$ 247,268.00
Sprinkler Inspections	\$ 234,537.00
Security Monitoring	\$ 8,962.00
Kitchen Hood Inspections	\$ 710.00
<i>Total</i>	\$ 491,477.00

The contract to Johnson Controls, of Oklahoma City, is available through the State of Oklahoma from a competitive bid according to state purchasing rules and complies with Board of Regents Policies and Procedures regarding competition relative to the acquisition of products and services. The anticipated increase in costs is due to the addition of Cross Village to the University's facility footprint.

Funding has been identified, is available and budgeted within the Facilities Management and Housing and Food Services operating accounts.

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

ORACLE PRODUCTS – ALL

Board of Regents' policies require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports the anticipated activity for the Oracle maintenance supplier contract for fiscal year 2022, estimated to be \$2.5 million. Oracle provides software supporting many of the University's administrative systems used by Norman, Health Sciences Center and Tulsa campuses.

The supplier contract encompasses database maintenance, and maintenance for payroll, human resources, financial, training and other applications. The contract to Oracle Corporation of Irving, Texas is available through the State of Oklahoma from a competitive bid according to state purchasing rules and satisfies the Board of Regents policies regarding competition for the acquisition of products and services.

PAST EXPENDITURES:

	FY20	FY21
Oracle Database	\$ 1,322,469	\$ 1,295,731
Oracle Database True-Up	\$ 198,127	\$ 206,053
Oracle PeopleSoft	\$ 268,803	\$ 672,009
Oracle Taleo	\$ 155,750	\$ 168,210
<i>Total</i>	\$ 1,945,149	\$ 2,342,002

Funding has been identified, is available and budgeted within the Information Technology operating account.

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

STAFFING SERVICES FOR INFORMATION TECHNOLOGIES PROJECTIONS - ALL

Board of Regents' policies require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports the anticipated activity for external staffing services for various Information Technology (IT) needs for FY 2022, estimated to be \$2,000,000 for all campus locations. These resources augment internal staff during implementations of technology projects, provide specialized support and consulting services, and help with backfill and operations.

This approach provides an agile and efficient way to procure specialized technical skills on an “as needed” basis. Examples of uses include system administration, coding and design, data warehousing, cloud services and customer relationship management systems. The contracts are based on a previous solicitation and will be extended for a one one-year renewal term of the existing contract at equivalent pricing, subject to availability of needed resources, and terms and conditions that meet the University’s requirements.

PAST EXPENDITURES:

	2021	2020	2019	2018	2017
Norman	\$ 908,201	\$ 268,000	\$ 260,552	\$1,451,000	\$1,300,333
Health Sciences Center	\$ 445,302	\$ 722,015	\$ 549,941	\$ 622,207	\$1,140,000
<i>Total</i>	\$1,353,503	\$ 990,015	\$ 810,493	\$2,073,207	\$2,440,333

The following firms are eligible for project selection on an as-needed basis:

22nd Century Technologies, Inc.	Somerset, New Jersey
Addison Group	Chicago, Illinois
Adil Business Systems Inc.	Mineola, New York
AMR Consulting LLC	Romeoville, Illinois
Berry Dunn McNeil & Parker, LLC	Portland, Maine
Delcom Group LP	Lewisville, Texas
DevCare Solutions	Columbus, Ohio
Gideon Taylor Consulting	Pleasant Grove, Utah
Elegant Enterprise-Wide Systems, Inc.	Chantilly, Virginia
Global Economic Advantage Inc. dba Vegazva	Elgin, Illinois
Huron Consulting Group LLC	Chicago, Illinois
HyperGen, Inc.	Roanoke, Virginia
Idata, Inc.	Virginia
Inceed, Inc.	Oklahoma City
Infojini, Inc.	Heights, Maryland
Insi Cloud, Inc.	Princeton, New Jersey
ISG- Information Services Group, Inc.	The Woodlands, Texas
Mediant Health Resources	Phoenix, Arizona
Mirage Software Inc. dba Bourntec Solutions Inc.	Schaumburg, Illinois
Msys, Inc.	Cary, North Carolina
Neumeric Technologies Corporation	Westerville, Ohio
Oaktree Software, Inc. dba OakTree IT	Tulsa, Oklahoma
Premier Staffing Source Inc.	Lanham, Maryland
Professional Technology Integration, Inc.	Norcross, Georgia
PS WebSolution, Inc.	Smyrna, Georgia

RADgov, Inc.	Ft. Lauderdale, Florida
Red Salsa Technologies, Inc.	Princeton, New Jersey
Remy Corporation	Denver, Colorado
Robert Half International, Inc.	Oklahoma City, Oklahoma
Royal Technocrats, Inc.	Houston, Texas
Simiancraft LLC	Norman, Oklahoma
Strata Information Group Inc.	San Diego, California
SystemDomain, Inc.	Naperville, Illinois
Systems America Inc.	San Ramon, California
Tangeis LLC dba xforty technologies	Limerick, Pennsylvania
TEK Systems	Oklahoma City, Oklahoma
Vinformax Systems, Inc.	Hayward, California
vTech Solutions Inc.	Washington DC
WTC Consulting, Inc.	Monrovia, California
Zolon Tech, Inc.	Herndon, Virginia
ITX Corp.	Pittsford, New York
Virtelligence, Inc.	Eden Prairie, Minnesota

Funding has been identified, is available and budgeted within the Information Technology operating account.

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

MICROSOFT PRODUCTS – ALL

Board of Regents' policies require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports the anticipated activity for Microsoft suite of products including Office 365, SQL, RDS, Power BI, Azure, SharePoint, Visio and other applications. These products are included in the EES suite for annual maintenance and are purchased from Dell as the reseller for fiscal year 2022 and 2023, with an estimated annual renewal to be \$1.4 million per year. Microsoft products provide many of the University's computing software applications used by Norman, Health Sciences Center and Tulsa campuses.

The supplier contract was awarded through a competitive bid process to support the Information Technology Department's commitment to assure all staff, students, and faculty have the tools necessary to perform their work. The contract to Dell Marketing is available through the University of Oklahoma competitive bid process according to the Board of Regents policies regarding competition for the acquisition of products and services.

PREVIOUS YEAR EXPENDITURE FY2021, Year 1 of 3 Year Contract:

Microsoft SQL	\$281,144.
Microsoft O365 Suite	<u>\$711,461.</u>
<i>Total:</i>	\$992,605.

Funding has been identified, is available and budgeted within the Information Technology operating account.

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

COMPUTER STANDARDIZATION - ALL

Board of Regents' policies require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports an awarded contract for University departments to purchase Apple desktop, laptop, and computer accessories via the OU Marketplace using CDWG as the supplier, and Dell as the supplier for their computer products. CDWG – Apple products was added to the Marketplace upon completion of a competitive bid in December 2020.

The anticipated annual amount will exceed \$1 million for products on the Computer Standardization program.

Past Expenditures:

FY2021	
Dell Computer Products	\$5,330,822.
Apple Computer Products	<u>\$ 983,000.</u>
<i>Total:</i>	\$6,313,822.

Funding is available and budgeted within each University department that purchases an item from the approved standardized equipment list.

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

CONCESSION AND CATERING SERVICES FOR ATHLETIC EVENTS – NC

Board of Regents' policies and procedures require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports anticipated purchases for concession and catering services for premium area ticket holder gameday meals for football and basketball events, officials' meals, and nutritional meals for teams for fiscal year 2022, estimated to be \$2.2 million. The previous annual expenditure for fiscal year 2021 was \$857,896.

The contract is based on a previous competitive solicitation and will renew for one additional one-year term. The contract was awarded to Levy Restaurants of Chicago, Illinois and represents the best value to the University.

Funding has been identified, is available, and budgeted within the Athletics Department operating account.

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

ISSUE: SPORTS SPONSORSHIP INVENTORY – NC

Board of Regents' policies and procedures requires that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports the expected annual expenditure of \$1.5 million for sports sponsorship inventory held and managed by ARC Holding, Ltd. of Los Angeles, California. The previous annual expenditure for fiscal year 2021 was \$1.45 million.

The contract is based on a previous competitive solicitation and will need to be competitively rebid for fiscal year 2023.

Funding has been identified, is available, and budgeted within the Athletics Department operating account.

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

SECURITY PERSONNEL SERVICES FOR ATHLETIC VENUES – NC

Board of Regents' policies and procedures require that acquisition contracts that merely establish unit pricing, availability and other terms and conditions but which are indefinite as to quantity and delivery must be reported to the Board of Regents if the cumulative orders against them are expected to exceed \$1,000,000 annually.

This item reports the anticipated activity for security personnel services for athletic venues covering general-public access areas and restricted private access areas contracts for fiscal year 2022, estimated to be \$1,400,000. Security services for athletic venues and larger facilities continue to be a top priority to ensure safe and secure events for student athletes and patrons. The just-in-time services contract supports the Athletics Department by providing security personnel staffing for athletic venues, larger facilities, and special events on an as-needed basis.

The previous annual expenditure for fiscal year 2021 was \$829,591. The contract is based on a previous competitive solicitation and will renew for three additional one-year terms. The contract was awarded to Contemporary Services Corporation, of Northridge, California and represents best value to the University.

Funding has been identified, is available and budgeted within the Athletics Department operating account.

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

QUARTERLY REPORT OF ON-CALL ARCHITECTS, ENGINEERS, CONSTRUCTION MANAGERS & CONSTRUCTION SERVICES– ALL

- I. In June 2020, the Board of Regents authorized a group of architectural and engineering firms to provide professional on-call services, and authorized a group of construction management firms to provide on-call services for minor construction and renovation projects.

- II. The Board of Regents policy governing the buying and selling of goods and services states that purchase obligations between \$50,000 & \$1,000,000 must be reported quarterly to the board as an information item.

Work completed during the fourth quarter of fiscal year 2021 by on-call architectural, engineering, and construction management firms are summarized below.

<i>Firm Name</i>	<i>Date Initiated</i>	<i>Work Performed</i>	<i>Fee</i>
<u>For the OU-Norman Campus</u>			
MA+ Architecture	September 10, 2020	Prelim Scoping and Programming /OMU Master Plan	\$8,570
Studio Architecture	January 7, 2020	LNC Event Rigging Structural Analysis	\$13,578
The McKinney Partnership	November 20, 2019	Design services Copeland Hall-Student Media	\$27,431
Miles Associates	February 10, 2021	Pre-Design Arch Services -Nano-Quantum Research	\$17,433
Cardinal Engineering	January 13, 2021	ALTA/NSPS title survey MWA Tower	\$5,000
GSB, Inc.	February 4, 2020	SD, DD, CD Phases - RIL Assembly Lab	\$11,760
Gwin Engineering Consultants	September 13, 2019	Mechanical HVAC design- SLSRC-Mass Spec Lab	\$2,700
Gwin Engineering Consultants	June 4, 2020	SRTC Cold Room Mechanical Ventilation	\$3,750
Gwin Engineering Consultants	January 7, 2021	MEP OU SRTC Room 2110 Lab Renovation	\$5,180
Gwin Engineering Consultants	February 5, 2021	Mechanical HVAC SLSRC-Mass Spec Lab	\$6,000
Johnson & Associates	June 19, 2020	Headington Hall Parking	\$20,000
Kirkpatrick Forest Curtis, PC	August 6, 2020	Feasibility Study Jacobson Hall Basement waterproofing	\$4,890
Kirkpatrick Forest Curtis, PC	August 10, 2020	Sarkeys Energy Center Basement Assessment Phase 1	\$9,810
Kirkpatrick Forest Curtis, PC	May 17, 2021	Top Golf Engineering-GFOMS	\$2,256
Kirkpatrick Forest Curtis, PC	January 22, 2021	HVAC Site Evaluation - Catlett	\$1,335
<u>For the Health Sciences Center Campus - Oklahoma City:</u>			
REES Associates	October 16, 2020	Neurosurgery Renovations Design	\$31,332
McKinney Partnership	December 16, 2020	College of Nursing 2 nd Floor Simulation-Architectural Services	\$40,626
Alvine Engineering	January 20, 2021	MEP, Telecom & Nurse Call Design, Security & AV, Acoustical, & Simulation	\$21,680

<i>Firm Name</i>	<i>Date Initiated</i>	<i>Work Performed</i>	<i>Fee</i>
Gwin Engineering	July 31, 2019	Mechanical HVAC design Emergency Generator- BMSB	\$5,175
Gwin Engineering	May 14, 2020	MEP/Fire Protection 8th Floor-BMSB	\$27,150
Gwin Engineering	May 14, 2020	Addt. Services to Scope BMSB	\$12,000
Gwin Engineering	November 5, 2020	MEP/FP BMSB 10th Floor South	\$8,250
PEC	November 5, 2020	ADA Ramp and Fire Sprinkler Line Nuclear Pharmacy	\$6,750
ZFI Engineering	October 5, 2020	Repair Docs for Northeast Entry URP Parking	\$8,500
ZFI Engineering	July 17, 2019	Develop/CDs for traffic coating Install-URP Parking Garage	\$20,267
JHBR	August 26, 2019	Design Services-Nuclear	\$2,873
JHBR	April 8, 2020	Nuclear Pharmacy Closed Door Buildout	\$7,963
JHBR	July 24, 2020	Nuclear Pharmacy Closed Door Buildout MEP Design	\$36,870
JHBR	January 12, 2021	Nuclear Pharmacy Closed Door Buildout MEP Design Increase	\$18,850
JHBR	February 5, 2021	ME/Nuclear Pharmacy Top. Survey	\$660
<u>For the OU-Tulsa Campus:</u>			
KKT Architects	August 26, 2020	Design Services OU-Tulsa Ed Center	\$8,000
JHBR	March 11, 2021	College of Dentistry-Tulsa Design Services	\$20,418

Cumulative Total Professional Architectural, Engineering, and Construction Management Fees for work completed by On-calls through the fourth quarter of fiscal year 2021.

For the OU-Norman Campus:

Firm Name	Total Fees
MA+	\$8,570
Studio Architecture	\$22,078
McKinney Partnership	\$27,431
Miles Associates	\$17,433
Cardinal Engineering	\$5,000
GSB, Inc.	\$11,760
Gwin Engineering	\$30,130
Johnson & Associates	\$30,800
GE Johnson Construction Company	\$11,785
Garver, LLC	\$95,584

Kirkpatrick Forest Curtis, PC	\$48,883
Krittenbrink Architecture, LLC – Norman	\$44,940
Total Norman Campus	\$354,394

For the Health Sciences Center - Oklahoma City:

Firm Name	Total Fees
Alvine Engineering	\$21,680
LWPB Architecture	\$7,200
JHBR, Inc.	\$67,216
Rees Associates	\$31,332
McKinney Partnership Architects	\$42,126
Gwin Engineering	\$52,575
Professional Engineering Consultants – Tulsa	\$18,250
ZFI Engineering Co. – OKC	\$43,767
Total Health Sciences Center, Oklahoma City	\$284,146

For OU-Tulsa:

Firm Name	Total Fees
KKT Architects	\$8,000
McFarland Architects	\$6,199
JHBR	20,418
Kirkpatrick Forest Curtis PC	\$3,839
Total Tulsa Campus	\$38,456
<i>Total for Architects, Engineers & CM's – ALL Campuses</i>	<i>\$676,996</i>

Work completed during the fourth quarter of fiscal year 2021; construction services selected through the competitive bidding process.

Firm Name	Date Initiated	Work Performed	Amount
<u>For the OU-Norman Campus:</u>			
A-Tech	December 12, 2019	Headington Hall Parking	\$805,000
Total Norman Campus			\$805,000

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

QUARTERLY REPORT OF PURCHASES – ALL

The Board of Regents policy governing the buying and selling of goods and Services states that:

- I. Purchases and/or acquisition of goods and Services over \$1,000,000 must be submitted to the Board for prior approval; and
- II. Purchase obligations between \$50,000 and \$1,000,000 must be reported quarterly to the Board as an information item. Sole source procurements in this category must also be reported and identified as such.

For II above the report for the quarter ended June 30, 2021 is attached hereto as Exhibit H. It is divided into the following funding source groupings.

- Educational & General (Appropriations, Tuition & Fees, Sponsored Projects Indirect Cost Reimbursements)
- Non-Educational & General (Non-Appropriated, Service Departments, Auxiliary Enterprises, Clinic Operations)
- Sponsored Projects (Federal, State, Other Grants and Contracts)
- Capital Projects

Within each grouping purchases are sorted by Supplier, then by Campus, then by Department. In the column labeled "Method" purchases are classified either as "Competed" or "Negotiated;" sole source procurements fall within the "Negotiated" classification and are identified by **bold face type**.

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

At the conclusion of the regular agenda, the Board was making plans to go back into executive session, when a member of the audience requested the opportunity to speak to the members. The Chair granted that opportunity.

My name's Julie Ward, I'm an associate professor at the University of Oklahoma. Thank you for making this time. I was born in Oklahoma and went to kindergarten here. Governor Keating, your signature's on my high school diploma, and I went to college here, and when I got the chance to come back and work as a professor at the University of Oklahoma, it was a major and important honor and privilege in my life, and it breaks my heart to see the way that faculty, students, and staff at the University of Oklahoma are left to our own devices. We're betrayed and abandoned by the leadership of this state. You all are very influential people and very smart people and I know you can find a way to make it safe for us, because we want to go back to, we love being in person with our students. We love interacting with our students. We don't want to be online unless we intend to be, and we want to do it right. So I'm asking you all to listen to a letter that has been signed by more than 550 people. It was written on August 11th [a copy of the letter is attached hereto as Exhibit I].

A second speaker, was granted permission to speak briefly, along with a third:

My name is Amit Baishya and I am a colleague of Professor Ward. I am an associate professor in the Department of English. Unlike Professor Ward, I wasn't born in Oklahoma. My home was in India, and I saw the Delta variant wreak havoc in my country, just three or four, four months ago. Eight people I knew died. And a lot of this had to do with faulty policy as well. So all I would say and all, I want to beseech the Board of Regents and the president here is to enact good policy so that basically we can keep our loved ones safe. Every time I go to my class and I come back and I see an unmasked student, I am scared for my infant son who's just seven months old that I can transmit that to him as well. I don't want him to go the way one of my friend's sons died in India as well. So let's think about it this way. We have two, I have two homes and I'm proud to call Oklahoma my home, but if this is my home, I would like it to be as safe as possible as well. So this is my request of you, and I thank you.

I am a parent of a student and I'm here and I have to say thank you to the professors. You guys are amazing. My son loves it here. His friends love it. At the same time as a parent, paying tuition and being a part of all that, happily paying tuition, we want to make sure there's a choice and that students are not locked in to being on zoom. It was a disaster last time, and now students are in class learning. And as much as I appreciate the teachers who want to make a stand and protest and walk out tomorrow, that's their business. What bothers me is that it's impacting classes and I hope that there's a discussion about that in your executive session. I hope students are considered, and I agree that politics should not be a part of it. That includes the professors' union that runs this whole thing. Politics should not be a part of it. It should be about educating children. Thank you.

The Chair thanked the speakers and asked for a motion to go into executive session.

Regent Stevenson moved the Board enter executive session for the purposes A, C, D, F, G, H, J, K, and N as listed on the Executive Session item, above. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel. The Chair declared the motion unanimously approved.

The Board moved to the Provost's Conference Room for the executive session at 4:07 p.m.

The Board returned to the auditorium, where Regent Stevenson moved to exit executive session at 5:01 p.m. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel.

The meeting then adjourned for the day at 5:02 p.m.

A regular meeting of the Board of Regents governing The University of Oklahoma, Cameron University and Rogers State University was reconvened in the Auditorium, Robert M. Bird Library, on the Health Sciences Center Campus in Oklahoma City, Oklahoma, at 9:02 a.m. September 21, 2021.

Regent Keating moved the Board enter executive session for the purposes A, C, D, F, G, H, J, K, and N as listed on the Executive Session item, above. The following voted yes on the motion: Regents Keating, Albert, and Nagel. The Chair declared the motion unanimously approved.

The Board moved to the Provost's Conference Room for the executive session at 9:03 a.m.

Regents Shirley and Stevenson joined the executive session shortly thereafter.

The Board returned to the auditorium, where Regent Keating moved to exit executive session at 1:24 p.m. The following voted yes on the motion: Regents Keating, Albert, Shirley, Stevenson, and Nagel.

There being no other business, the meeting adjourned at 1:25 p.m.

Chris A. Purcell, Ph.D.
Executive Secretary of the
Board of Regents

FACULTY HANDBOOK



**CAMERON
UNIVERSITY**

September 2021

PREFACE

An essential component in the foundation of a university is its faculty. For faculty members to fulfill their roles by contributing to the mission of the institution, they must know their responsibilities, privileges, and rights. This Faculty Handbook is a reference for general information about many of these responsibilities, privileges, and rights. Any use of grammatical gender references shall be interpreted as applying equally to males and females.

The Board of Regents of the University of Oklahoma values faculty input pertaining to the development of policies affecting faculty status and encourages the institutional administration to provide adequate opportunity for faculty input on such matters prior to presenting recommendations to the Board of Regents.

In discharging its duties and responsibilities, occasions may arise when the collective judgment of the Board of Regents requires the Board to act independently in the development and implementation of policies and procedures. In approving the Faculty Handbook for Cameron University, the Board of Regents is not waiving or restricting its lawful power, duty, and responsibility to act at any future time upon its own will and judgment independent of any other source or party to establish policies, regulations, and procedures and to implement other decisions of the Board. In such instances, affected personnel will be informed through the official public record where such actions were approved, and the institutional administration is encouraged to take appropriate steps to help ensure that affected personnel are informed.

The Faculty Handbook is a summary of information concerning Cameron University and its policies, regulations, organization, and benefits. The information included in this Handbook is current at the time of publication, but the policies and regulations may be changed from time to time by action of the appropriate segments of the University. As policy changes are made, they will be announced in University publications and distributed to the faculty. Employees are responsible for verifying that any policies to which they refer are the current policies. Up-to-date and complete information may be obtained from the offices of the Vice President for Academic Affairs (VPAA) and the Human Resources Office.

This publication, printed by Cameron University Printing Services, as authorized by Cameron University. 250 copies have been prepared and distributed at a cost of \$1,325.00. This publication was distributed and produced in compliance with section 3-114 of title 65 of the Oklahoma Statutes. (September 2011)

EQUAL OPPORTUNITY POLICY

The University, in compliance with all applicable federal and state laws and regulations, does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, gender expression, age, religion, political beliefs, disability, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and education services.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated Equal Opportunity Officer and Compliance Coordinator, 2800 West Gore Boulevard, Lawton, Oklahoma 73505-6377 or eo-tix@cameron.edu.

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SECTION 1

INTRODUCTION

1.1 HISTORY OF CAMERON UNIVERSITY

The evolution of Cameron University closely parallels the history of the area it serves in Southwest Oklahoma. It was founded by the Oklahoma Legislature in 1908 as the Cameron State School of Agriculture, one of six agricultural high schools in the state and placed under the jurisdiction of the State Commission of Agriculture and Industrial Education. The institution was named for E. D. Cameron, the first State Superintendent of Schools.

Cameron added junior college work in 1927 when local needs demanded access to higher education. With the changed function came the name Cameron State Agricultural College. It became solely a college in 1941 when the Oklahoma State System of Higher Education was formed and Cameron joined a group of institutions governed by the Board of Regents for Oklahoma A & M Colleges.

Baccalaureate degrees were authorized in 1966 by the Oklahoma State Regents for Higher Education, following action by the Legislature. In May 1970, the first bachelor's degrees were awarded. The institution's name was changed to Cameron College in 1971 and was further amended to Cameron University in 1974.

In 1988, the Oklahoma State Regents for Higher Education expanded Cameron's functions to include offerings at the master's degree level. This change in function was the first granted to an Oklahoma institution since Cameron was given authority to offer bachelor's degrees more than 20 years earlier. The first master's degrees were awarded in May 1990.

In recognition that Cameron's mission had become significantly more complex and predominantly urban, in June 1992, governance of the university was transferred by the Oklahoma Legislature to The Board of Regents of the University of Oklahoma. With the transfer of governance came new affiliations between Cameron and the University of Oklahoma, which have broadened and strengthened academic offerings by both institutions.

1.2 TYPE OF INSTITUTION

Cameron University is a state-supported, regional institution which is assigned Southwest Oklahoma as its primary service area. Oklahoma regional university functions are defined by the Oklahoma State Regents for Higher Education as (1) both lower-division and upper-division undergraduate study in several fields leading to the associate degree and the bachelor's degree; (2) a limited number of programs leading toward the first-professional degree when appropriate to the institution's strengths and the needs of the state; (3) graduate study below the doctoral degree level, primarily in teacher education, business, and behavioral science; (4) extension and public service responsibilities in the geographic regions in which they are located; (5) responsibility for institutional and applied research in those areas related closely to their program assignments; and (6) responsibility for regional programs of economic development. In addition, Cameron is assigned to provide programs of instruction for military personnel, including those stationed at Ft. Sill and at other military installations in the region.

1.3 CAMERON UNIVERSITY MISSION STATEMENT

Cameron University provides a diverse and dynamic student body access to quality educational opportunities; fosters a student-centered academic environment that combines innovative classroom teaching with experiential learning; prepares students for professional success, responsible citizenship, life-long learning, and meaningful contributions to a rapidly changing world; and is a driving force in the cultural life and economic development of the region.

Core Values

Cameron University values:

- Student learning as our top priority
- Excellence in teaching, scholarship, service, and mentoring:
 - Investing in people: The growth and development of our students, faculty and staff in a learning environment based on integrity, respect, and ethical behavior that encourages and provides opportunities for professional improvement
- Leadership in our community and region that emphasizes:
 - Stimulating economic development
 - Forming partnerships and collaborative relationships
 - Providing cultural and social development
 - Serving the community and region by sharing our expertise
- Shared governance that includes:
 - Emphasizing teamwork
 - Facilitating open and effective communication
 - Providing opportunities for active participation by all constituencies
- Diversity among our students, faculty, and staff as demonstrated by:
 - Providing access to educational and teaching opportunities for all constituents
 - Promoting tolerance through a free and open exchange of ideas
- Responsible stewardship of public and private resources, the public trust, and Cameron's future that includes:
 - Focusing resources to achieve optimal student learning
 - Increasing student access to quality higher education
 - Establishing a reliable stream of public and private revenue
 - Holding administrative costs to a minimum
 - Enhancing alumni involvement
 - Providing accountability in key areas such as student learning and management of resources

1.4 FUNCTIONS OF CAMERON UNIVERSITY

The functions assigned to Cameron University by the Oklahoma State Regents for Higher Education include:

- A. Both lower- and upper-division undergraduate study in several fields leading to the baccalaureate degree.
- B. A limited number of programs leading toward the first professional degree when appropriate to the institution's strengths and the needs of the state.

- C. Graduate study below the doctor's level, primarily in teacher education but moving toward limited comprehensiveness in fields related to Oklahoma's manpower needs.
- D. Extension and public service responsibilities in the geographic regions in which the university is located.
- E. Responsibility for institutional and applied research in those areas related closely to program assignments.
- F. Responsibility for regional programs of economic development.
- G. Perform other functional or programmatic responsibilities as authorized by the Oklahoma State Regents for Higher Education. Criteria for consideration of programs outside of the function described herein are outlined in the OSRHE Academic Program Approval policy.

1.5 COMMITMENT TO EXCELLENCE

The faculty, the administration, and the Board of Regents are dedicated to the continued development and improvement of programs at Cameron University. The goal of the University is to provide unsurpassed higher education opportunities to the population of Southwest Oklahoma.

Faculty Contributions to Excellence

The faculty of Cameron University recognizes and accepts its obligations and responsibilities to provide quality higher education to its students. The criteria for educational excellence are described in Section 4–Faculty Policies.

1.6 UNIVERSITY GOVERNANCE AND ADMINISTRATION

Oklahoma State Regents for Higher Education

Cameron University is part of the Oklahoma State System of Higher Education, which was established in 1941 when the people of the State adopted an amendment to the Constitution of Oklahoma, Article XIII-A. The System is composed of all institutions of higher education supported wholly or in part by direct legislative appropriations.

The amendment also provided for establishment of the Oklahoma State Regents for Higher Education as the coordinating board of control of the system. The State Regents board is composed of nine members who are appointed by the Governor and confirmed by the State Senate. They serve nine-year overlapping terms.

Their responsibilities include prescribing standards of higher education (including those concerning the admission of students) at each institution, determining the functions and courses of study at each institution, granting degrees and other forms of academic recognition for completion of the prescribed courses of study, recommending to the Legislature the budget needs of each institution, allocating to institutions funds appropriated by the Legislature, and determining the fees for all institutions of the system. (Article XIII-A, Sections 2 and 3, Constitution of Oklahoma)

Board of Regents of the University of Oklahoma, Cameron University, and Rogers State University

By statutory enactment, the governance of Cameron University is vested in the Board of Regents of The University of Oklahoma. The Board of Regents is composed of seven members appointed by the Governor with the advice and consent of the State Senate. Each member is appointed to serve for seven years, except when appointed to fill an unexpired term. Meetings of the Board of Regents are open to the public. The powers and duties of the Board of Regents are set out in the Oklahoma Statutes (Article XIII, Section 8, Constitution of Oklahoma; Title 70, Section 1241; et seq., Oklahoma Statutes, 1961). The Board of Regents appoints the University President, charges him/her with the administration of the institution, employs personnel based on the recommendation of the President, determines policies for operation, and administers the budget.

University Administration

As the chief executive officer of the University, the President is responsible to the governing Board of Regents for the administration of the University. All authority delegated by the Board of Regents is administered through the President, who formulates an administrative structure appropriate for the management of the University and recommends its adoption to the Board of Regents. Generally, management responsibilities of the University are grouped according to function, with a vice president or equivalent University officer having administrative responsibility for such functions as academics, business and finance, student services, and development. There are many activities that overlap, requiring constant communication and coordination among administrative units. These functions are accomplished in a collegial manner through informal interaction among affected administrators, either individually or in the Executive Council, and through the operation of the University's formal governance structure. Management of the University is dynamic; thus, the administrative structure is subject to frequent change. The administrative structure is reflected in the University's organizational charts, which are revised and updated as necessary, but not less than once annually when submitted with the budget for approval by the Board of Regents.

1.7 ACCREDITATION

Cameron University is accredited by the Higher Learning Commission. Teacher education programs at the University are accredited by the Oklahoma Office of Educational Quality and Accountability and the Council for the Accreditation of Educator Preparation. Cameron University is also accredited by the National Association of Schools of Music (NASM) and the Bachelor of Arts in Music, the Bachelor of Music and the Bachelor of Music Education programs are approved for final listing by NASM. Undergraduate and graduate degree programs offered by the Department of Business are accredited by the Accreditation Council for Business Schools and Programs. The Medical Technology curriculum is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) in cooperation with the Commission on Accreditation of Allied Health Education Programs. The Associate in Applied Science Degree in Respiratory Care is accredited by the Commission on Accreditation for Respiratory Care (CoARC). The Associate in Applied Science Degree in Radiologic Technology is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). The Bachelor of Science degree with a major in Chemistry (Professional Option) offered by the Department of Chemistry, Physics and Engineering is certified by the American Chemical Society (ACS).

1.8 PHYSICAL PLANT

The main campus of Cameron University is located in the city of Lawton, Oklahoma, and occupies 333 acres. The physical plant consists of facilities that vary in age from relatively new to 75 years old. The core facilities consisting of the Library, McMahan Centennial Complex, and administrative buildings are centrally located with easy access for pedestrians or vehicular traffic. The academic facilities surround the core facilities, and all classrooms and laboratories are within five minutes' walking time, excluding the agriculture laboratory complex. Parking lots are available to accommodate commuter students.

The outer ring of facilities consists of living accommodations, the stadium, tennis courts, baseball and softball fields, and maintenance support areas. The maximum walking time from the campus residential areas to the classroom buildings is less than 10 minutes. All facilities are within 10 minutes of the core area. The Fine Arts Complex includes a 500-seat theater and smaller performance venues. The gymnasium seats 1,800 and contains limited physical education facilities. The Aggie Rec Center includes a swimming pool, basketball courts, racquetball courts, indoor track, and various other exercise and recreational facilities. The residence halls and Cameron Village have a cafeteria, dining room, conference rooms, meeting rooms, and capacity for approximately 750 students.

The CU-Duncan learning site has enjoyed steady growth over the past decade resulting in the doubling of both course offerings and credit hour production. Student services have been increased proportionately and facility improvements are notable. Approximately 650 students study in a facility with wireless internet, multi-media equipped classrooms, tutorial and testing services and a variety of activities for students of all ages.

The landscape for Cameron has been designed to unify campus space, enhance the aesthetic quality of each area, and establish a convenient pedestrian and vehicular circulation pattern. The University makes ongoing efforts towards continued expansion, modernization, and renovation of the Cameron facilities to assure proper support for the students and faculty.

1.9 CONSTITUENCIES

The constituencies of Cameron University are diverse and heterogeneous. Lawton-Fort Sill is a metropolitan area with a population of 110,000 and has the educational needs of most metropolitan areas. The area surrounding Lawton is primarily rural, with farms and ranches that create demands for agriculture-oriented education. Approximately one-half of Cameron's students pursue full-time education while the other one-half are part-time students. The University fulfills both senior college and community college roles. While the diverse needs of the students create unusual demands on Cameron, the heterogeneous aspects of the student body enhance and stimulate the academic atmosphere in the classroom.

The Oklahoma State Regents for Higher Education include the following eleven Oklahoma Counties in the Cameron University service area: Caddo; Comanche; Cotton; Grady; Greer; Harmon; Jackson; Jefferson; Kiowa; Stephens; and Tillman.

SECTION 2

UNIVERSITY GOVERNANCE

2.1 INTRODUCTION

As an institution governed by a Constitutionally-created entity of the State of Oklahoma, Cameron University recognizes its responsibility to contribute to the public weal by providing a quality higher education experience in all its facets for those it serves. This responsibility is best met when all within the academic community commit their best efforts toward this end. By calling into play the best intellect, judgment, and talents of the faculty, students, and administrators who comprise the Cameron community, the University can achieve a synergism that is far more powerful and effective than when individuals or separate groups act alone. It is in this spirit of institutional cooperation that those within the Cameron community commit themselves to the concepts of shared governance expressed in this document.

The Board of Regents is vested with broad powers and authority to accomplish the responsibilities of the University and is convinced that it can most efficiently, effectively, and judiciously satisfy its charge when there is extant a system of shared governance that (1) provides a means for each constituent group to give advice and counsel to the President, who, as chief executive officer of the University, is responsible to the Board for all operations of the University, and to such other administrators as may be appropriate; and (2) facilitates communication among all groups.

To achieve those goals, a structure has been established that (1) encourages wide participation in shared governance activities, (2) provides cooperative interaction among all campus constituencies in the development of policy and operating procedure in University committees and task forces, (3) designates specific responsibilities for these committees and task forces and appropriate representation in their membership, and (4) provides regular and direct communication among faculty, students, and administration at all levels.

Membership on University committees and task forces is structured, and members are selected by various means, depending on the function of the committee. When these processes do not result in diversity among group members, the administration has the responsibility to modify committee membership to achieve diversity. The President can supplement the composition of University committees and task forces that are not sufficiently diverse.

2.2 OKLAHOMA STATE SYSTEM

1. Constitutional Coordinating System

The **Oklahoma State System of Higher Education** was created with the people's adoption of an amendment to the Oklahoma State Constitution, Article XIII-A, on March 11, 1941. The amendment provides that "All institutions of higher learning supported wholly or in part by direct legislative appropriations shall be integral parts of a unified state system to be known as the Oklahoma State System of Higher Education."

The constitutional amendment also created the Oklahoma State Regents for Higher Education as the "coordinating board of control of the Oklahoma State System of Higher Education." There are nine State Regents who are appointed to nine-year staggered terms by the Governor, with the advice and consent of the Oklahoma State Senate. Responsibilities of the State Regents generally are limited to determining the functions and courses of study for each

institution, establishing standards of education, submitting budget requests for the state system to the Legislature, allocating state-appropriated and revolving funds to each institution, and setting student fees. The Chancellor of the Oklahoma State System of Higher Education serves as the chief administrative agent of the State Regents.

2. Board of Regents

The Board of Regents of the University of Oklahoma shall have the supervision, management and control of the University and shall have the following additional powers and duties:

- a. Adopt such rules and regulations, as it deems necessary, to govern the University.
- b. Employ and fix the compensation and duties of such personnel, as it deems necessary, including architects, attorneys, engineers and other professional and technical persons, for its operation and for the operation of the University. Any of such personnel having custody of public funds or other public property may be required to furnish corporate surety bonds in such amounts as may be deemed necessary by the Board of Regents, payable to the State of Oklahoma and conditioned upon a faithful accounting of all such funds and property.
- c. Enter into contracts; purchase supplies, material and equipment; and incur such other expenses as may be necessary to make any of its powers effective.
- d. Authorize officials of the University to act in its behalf in the making of contracts or in carrying out the powers conferred upon it.
- e. Receive and make disposition of moneys, grants, and property from federal agencies, and administer the same in accordance with federal requirements.
- f. Accept gifts of real and personal property, money, and other things, and use or dispose of the same in accordance with the directions of the donors or grantors thereof.
- g. Direct the disposition of all moneys appropriated by the Legislature or by the Congress or derived from the sale of bonds or received from any other source by the University.
- h. Acquire and take title to real and personal property in its name, on behalf of the University and convey, exchange or dispose of, or otherwise manage or control, such property in the interest of the University including the granting of leases, permits, easements and licenses over or upon any such real property. The Board of Regents shall have the power to institute legal action in the name of the Board of Regents before any court having jurisdiction of such actions. The Board of Regents shall have the custody and control of abstracts of title and instruments affecting the ownership of or title to real property belonging to the Board of Regents, and being held by the Board on behalf of the University.
- i. Have supervision and charge of the construction of all buildings at the University.
- j. Determine the need for and cause to be constructed, residence halls and other buildings, on a self-liquidating basis, at the University.
- k. Establish and maintain plans for tenure and retirement of employees of the Board of Regents, and the University and for payment of deferred compensation of such

employees; and make available health, vision, dental, life, and accidental death and disability benefits for such employees and their dependents. The Board of Regents may pay for all or a part of the cost thereof for employees, with funds available for the operation of the University. Amounts payable by an employee for such insurance or annuity contracts may, with the consent of the employee, be deducted from payroll.

- l.** Audit all accounts against the funds appropriated for the use and maintenance of the University and the State Treasurer shall issue warrants for the amount of all accounts, including salaries and expenses of said Board of Regents, which shall have been audited and allowed by the Board of Regents and attested by the Secretary of the Board, and the President.
- m.** Provide penalties and forfeitures by way of damages and otherwise for the violation of rules and regulations of the Board of Regents, which may be sued for and collected in the name of the Board of Regents before any court having jurisdiction in such actions.
- n.** Do all things necessary and convenient to carry out the powers expressly granted to it by the Constitution and the laws of the State, and to make the University effective for the purposes for which they are maintained and operated and the enumeration herein of certain powers and immunities of the Board of Regents shall not be construed as in derogation or as a limitation of the powers and immunities properly belonging to the Board of Regents in the government of the University.

2.3 CAMERON UNIVERSITY

1. Campus Organization

Within the Cameron University community are three primary stakeholders which cooperatively govern day-to-day affairs of the University and in both individual and representative capacities act as recommending and advisory bodies to the Board of Regents. Those three stakeholders include the University Administration, Faculty, and Student Body.

- a.** **The University Administration** is headed by the **University President**, who is the chief executive officer of the University and is directly responsible to the Board of Regents for all operations of the University. Other administrators assist the President with the management of University affairs. The Board of Regents encourages faculty, administrators, and students to make recommendations to the President regarding policy improvements and requires appropriate faculty counsel regarding recommendations for appointments, promotions, discontinuances, and retirement of faculty.
- b.** **The Regular Faculty** of the University is composed of all faculty members with regular appointments including tenured, tenure track, and non-tenure track at the ranks of Instructor, Senior Instructor, Assistant Professor, Associate Professor, and Professor. The faculty shall fulfill its duties through academic departments and/or schools, University committees, various standing committees of the Faculty Senate, and, when appropriate, through ad hoc committees from the faculty. The faculty is to be concerned with the welfare of the academic community and has a responsibility to participate in the development of policies, regulations, and procedures concerning the whole University.

The Graduate Faculty, in addition to those qualifications required for other faculty, shall have (1) an earned doctorate from a regionally accredited college or university or internationally recognized institution or a terminal degree or other appropriate academic credentials as defined in Appendix A of this document; (2) the rank of Assistant Professor or above; and (3) conducted specific forms of scholarly activity as defined in Appendix D. Appointments to the Graduate Faculty are made by the Vice President for Academic Affairs (VPAA) upon recommendation of the appropriate academic department chair and Dean and of the Graduate Council. Appropriate faculty counsel shall be obtained at the department or school level. Temporary appointment to the Graduate Faculty may be made for persons who have the expertise in an area which qualifies them to teach a graduate-level course, which expertise shall be defined by the Graduate Council with input from the Graduate Faculty of the appropriate school. Such temporary appointment shall be made by the VPAA upon the recommendation of the Graduate Council. Graduate Faculty shall be eligible to teach graduate courses; advise graduate students; supervise graduate research; serve on or direct a thesis committee; be elected to and vote for members of the Graduate Council; participate in campus governance; and serve on graduate advisory committees. A temporary member of the Graduate Faculty shall be eligible to teach graduate-level courses.

- c. **The Student Body** of Cameron University consists of all students currently enrolled at Cameron University.

2. **Campus Executive and Representative Bodies**

- a. **The Executive Council** is not a formally designated body but acts as the President's cabinet and is composed of administrators appointed by the President. The members meet regularly as a coordinating executive team.
- b. **The Faculty Senate** is established to express the Senate's views and make appropriate advisory recommendations to the University administration. The Senate studies matters it believes to be of significant importance to the faculty. Officers of the Faculty Senate are the Chair, Chair-Elect, and Secretary, each elected by the faculty. The Faculty Senate may determine its own internal rules of order and by-laws insofar as they are consistent with state law and Board of Regents' policies.
- c. **The Staff Advisory Council** represents the administrative, professional, classified, and permanent part-time staff of the University. The council makes policy recommendations, communicates and shares staff concerns, recommends changes to university practices, and provides administrative support to the university.
- d. **The Student Government Association** is a representative organization of the Student Body whose mission is to represent, lead, and unify the Student Body; to decide and recommend for the students upon any matter involving student interests; and to promote common understanding among students, faculty, and administration while protecting the individual rights of students. Officers of the Student Government Association are elected by the Student Body and include the President, Vice President, and Treasurer.

3. Shared Governance Bodies

- a. **Cameron Council** meets as needed to promote an exchange of information among the Student Government Association, Faculty Senate, and Administration. Elected officers of the Faculty Senate, elected officers of the Student Government Association plus the Chair of the Programming Activities Council, and administrators as appointed by the President are members of the Cameron Council, which is chaired by the University President.
- b. **University Standing Committees** serve various functions in the University and typically have a single responsibility. Membership composition and method of appointment are described in Appendix I. The listing of committees in Appendix I represents the standing University committees. For all University related committees, the VPAA, with the President's concurrence, or the President reserve the right to appoint additional members in an effort to achieve functional diversity on the committees.

4. Duties and Responsibilities of the Vice President for Academic Affairs

The Vice President for Academic Affairs is the University's chief academic officer charged with daily responsibility for the accomplishment of student learning, scholarly activity, and service as components of the University's mission. The VPAA works closely with the President on academic matters.

A primary responsibility of the VPAA is to create and sustain a University environment conducive to teaching and learning and to student and faculty development. Therefore the VPAA must be considered to be accountable to the faculty and students as well as to the President and the Board of Regents.

a. Academic Administration Duties

1. Provides leadership in the implementation of effective planning in academic affairs and excellence in academic degree programs and support units and represents the academic interests of the University in off-campus activities, as designated by the President.
2. Provides leadership in working with the academic deans and representatives of the faculty in the development and supervision of academic programs, including changes in curriculum, degree programs, and organization.
3. Supervises and evaluates the work of the academic deans.
4. Recommends budget allocations for the schools, Library, and academic support areas to the President.
5. Collaborates with the Vice President for Enrollment Management and Student Success to maximize opportunities for student academic success. Together, they advocate programs and services that meet the needs of the University's prospective and enrolled students.
6. Supervises the directors of academic support units designated on the official organizational chart as part of Academic Affairs.

7. Ensures compliance with the Higher Learning Commission (HLC) accreditation requirements for all academic units and coordinates reports to the HLC on substantive changes made in credit and non-credit programs.
8. Works with all academic units to ensure compliance with Board of Regents, State Regents, and University policies and procedures.

b. Faculty Administration Duties

1. Recommends to the President faculty member appointments, reappointments, promotions, tenure, and terminations based on both independent study of credentials and the recommendations of the Deans, department chairs, and faculty committees.
2. Provides appropriate recommendations for University nominations for various faculty awards and recognitions.
3. Works with the Faculty Senate on policies and procedures that directly affect the faculty and ensures that changes in policies, procedures, programs, and organization are included in the Cameron University Faculty Handbook and reported, when appropriate, to external agencies.
4. Oversees the preparation and maintenance of the Faculty Handbook for distribution, and, in cooperation with the Senior Director of Public Affairs, reviews the content of catalogs and other publications concerning academic matters.

c. Other Administrative Duties

1. Works in close conjunction with, and in support of, the Vice President for University Advancement and Vice President for Business and Finance.
2. Works with the President in concert with the Human Resources Office to promote diversity in Academic Affairs and support University programs to create a welcoming environment.
3. Supports the University's commitment to goals set forth in the University's Strategic Plan by taking appropriate actions.
4. Provides leadership and oversight of University effectiveness efforts in academic affairs, including the use of the results of assessment and linking results to planning.
5. Performs other duties supporting the University, as requested by the President.

d. Evaluation of the Vice President for Academic Affairs

1. Evaluation of the performance of the VPAA is carried out by the President. It includes but is not limited to confidential evaluation by the Regular Faculty. The faculty's assessment of the performance of the VPAA will be carried out annually. The primary purpose of an evaluation is to provide constructive

feedback regarding how well job expectations are being met by the VPAA. Summary information will be made available to the VPAA.

2. Processes regarding tenure of VPAA shall be administered by the appropriate academic department in compliance with Section 4.5 of the Faculty Handbook.

5. School and Departmental Organization

a. **School Administration/Organization:** To accomplish its academic mission, the University is divided into schools with a Dean as the chief administrative officer. The Dean is responsible for an administrative organization designed to meet the particular needs of the school. Staff requirements to support school activities will vary in composition and assignments unique to the school's mission and goals. Departmental organizations will be used to support educational programs with similar goals and objectives. Faculty members shall be solicited to serve on committees and complete tasks supporting the mission and goals of the department, school, and University. The Dean shares (or delegates) many of the specific responsibilities outlined in this policy statement with school staff and the chairs/directors of the separate departments. In schools not divided into separate departments, the school organization is similar to departmental organization.

b. **General Responsibilities of the Dean:** The Dean provides leadership and administrative support to the programs and faculty members of the school in performing the missions of teaching, scholarly activity, and University service and public outreach. The Dean represents the school in relations with the President, the VPAA, other administrative officers of the University, and other schools. The Dean is responsible to the President through the VPAA and is accountable to many constituencies including the faculty, staff, students, administrators, and alumni of the school. Whenever appropriate, the Dean is expected to consult with, receive advice from, and communicate with the constituent members of the school. Deans represent the President and the administration, communicating and administering the policies and procedures of the State Regents, the Board of Regents and the University.

c. **Specific Responsibilities of the Dean:** The following responsibilities are not restrictive and will include other responsibilities as assigned by the VPAA or the administration. In any particular school, the specific responsibilities of the Dean may vary depending on the mission, organization, and size of the school. The specific responsibilities of an individual Dean in a particular school must be flexible to respect these differences among various schools and the leadership style of a particular Dean.

1. To the University at large, the Dean is responsible for:

- a. Implementing University priorities at the school and department levels.
- b. Advancing and representing the school whenever appropriate.
- c. Disseminating information to school faculty and staff.
- d. Implementing policies and initiatives of the University and the governing and coordinating boards.
- e. Participating in the Deans Council including advising the VPAA concerning strategic planning, budgeting needs, University policy

changes, fund raising activities, matters of mutual interest, and other priorities of the University.

- f. Assisting the President and the VPAA in the selection of other Deans and University administrative officers, as appropriate.
- g. Providing an annual report to the President and other constituencies concerning the performance of the school.
- h. Cooperating with other schools in the development of interdisciplinary programs consistent with University goals and objectives.
- i. Contributing to a general spirit of University cooperation and collegiality.

2. To the School, the Dean is responsible for:

- a. Providing leadership in the organization, operations, development, and evaluation of the teaching, research and creative/scholarly activity; and professional and University service and public outreach to the school and consistent with University and school strategic planning.
- b. Assuring compliance with state and federal law and all policies and procedures of the State Regents, the Board of Regents, and the University.
- c. Leading the school in the annual planning process.
- d. Providing leadership in student recruitment and retention.
- e. Assuring academic quality and rigor in all school programs.
- f. Assuming overall responsibility for academic offerings within the school each term.
- g. In coordination with the University administration, setting priorities for school-level alumni development and fund-raising activities, and coordinating and assisting the school and its separate departments with implementing and maintaining an active alumni development and fund raising program.
- h. Planning, preparing, submitting, and managing the school budget.
- i. Assuring fair and consistent evaluation of faculty in compliance with the Faculty Handbook.
- j. Fostering the welfare of the entire school faculty and staff and encouraging, facilitating, and mentoring their work and professional development.

- k. Recommending the reappointment, appointment, promotion, and tenure of faculty according to University, departmental and school guidelines (Section 4), as well as Board of Regents' policy.
- l. Implementing personnel policies concerning faculty and staff of the school.
- m. Providing leadership to the faculty in reviewing, evaluating, and developing appropriate curricula and effective academic programs of study within the school.
- n. Seeking advice from faculty, chairs/directors, and staff on matters affecting the school.
- o. Reorganizing departmental and school administration in response to new opportunities or when more effective use of resources will be completed with faculty and staff consultation.
- p. Presiding over meetings of the school faculty.
- q. Assuring that faculty and staff have access to and knowledge of University, school, and departmental policies.
- r. Evaluating the performance of department chairs/directors and other administrative staff reporting to the Dean, according to University and school policies.
- s. Initiating procedures to search for chairs/directors and other administrative staff of the school whenever a vacancy occurs.
- t. Evaluating the facility needs of the school and advising the VPAA of these facility needs.
- u. Implementing the University Affirmative Action Plan and ensuring equal opportunity for all who are job applicants to the school.
- v. Developing strategies to recognize outstanding achievements by faculty and staff through appropriate awards and honors.
- w. Fostering a spirit of cooperation and teamwork throughout the University and within the school.

3. To the students in the School, the Dean is responsible for:

- a. Providing an academic environment that nurtures all students to succeed to the best of their abilities through quality academic instruction, counseling, professional advice, and other assistance when necessary.
- b. Providing an academic advising system that informs students of all academic requirements of the school and their progress toward meeting those requirements.

- c. Seeking advice from students on matters affecting the school.
 - d. Implementing University and school procedures to ensure an ethical and equitable academic atmosphere by enforcing policies involving such issues as academic misconduct, academic grade appeals, and ethics in research.
 - e. Developing strategies to recognize outstanding achievement by students through appropriate awards and honors.
 - f. Enforcing admission, retention, and graduation requirements of the school.
 - g. On behalf of the faculty, recommending appropriate degrees for students who have met the requirements, as determined by University and school regulations.
- 4. To external constituencies, the Dean is responsible for:**
- a. Providing school leadership in cooperation with University units that support alumni development, fundraising, government relations, and public relations efforts of the University.
 - b. Seeking advice from and communicating with graduates and other appropriate external constituencies concerning matters of interest to the school.
 - c. Cooperating with the University in disseminating information about the school to the State Regents, the Legislature, and other government entities.
 - d. Proactively seeking information, support, and cooperation with organizations employing University graduates.
- d. Faculty Responsibility of a Dean:** In addition to the administrative responsibilities described above, the Dean may be involved in teaching, scholarly activity, and University service and public outreach. The extent of involvement in teaching, research and creative/scholarly activity, and service shall be determined in consultation with the VPAA. While the Dean is normally granted tenure within an academic department of the school, the Dean does not vote at faculty meetings of the department.
- e. Appointment of a Dean:** The Dean is normally appointed on a twelve-month basis. The Dean of a school shall be initially appointed to a specific term as negotiated by the VPAA, thereafter renewable by the Board of Regents upon the recommendation of the President.
- f. Retention of a Dean:** The Dean of the school serves at the pleasure of the President upon the recommendation of the VPAA. Retention or non-retention of a Dean is recommended by the VPAA after completion of the comprehensive evaluation process under Section 2.3.4.1.h. of the Faculty Handbook. The Dean's faculty responsibilities are for the nine-month period assigned to Regular Faculty members. Administrative responsibilities are for twelve months. Salary distribution will be defined in terms of these two roles.

- g. Selection Procedure for a New Dean:** The selection procedures for a new Dean are described in 3.1 ("Administrative Search Committees") of the Faculty Handbook.
- h. Performance Evaluation of a Dean:** Evaluation of the Dean's performance is carried out by the VPAA. It includes but is not limited to confidential evaluation by the Regular Faculty of the school. The faculty's assessment of the performance of the Dean is carried out at regular intervals, as described below. The primary purpose of the evaluation is to provide constructive feedback regarding how well job expectations are being met by the Dean. A summary of the faculty evaluation will be made available to the Dean, as well as to appropriate University officers.

Annual Evaluation

An annual performance evaluation will be conducted of all Deans by VPAA. The annual evaluation shall include:

1. A self-assessment by the Dean.
2. Confidential evaluation by the faculty of the school regarding administrative duties, to be conducted by the VPAA.
3. Confidential evaluation by the faculty of the appropriate academic department regarding the faculty responsibilities of the Dean, according to standard evaluation procedures of the department.
4. A formal consultation between the Dean and VPAA.

i. Tenure of a Dean

Processes regarding tenure of the Dean shall be administered by the appropriate academic department in compliance with Section 4.5 of the Faculty Handbook.

- j. Vacancy:** Whenever a vacancy occurs in the office of a school Dean, the VPAA, if needed, shall appoint an interim or acting Dean of the school until a permanent Dean assumes responsibility for the school. Prior to the appointment, subject to approval of the President, the VPAA shall seek input from representatives of the faculty, chairs/directors, and staff of the school involved to obtain advice on an appropriate candidate for the interim or acting dean.

k. Departmental Administration

An academic department is administered by a chair. The chair provides leadership in matters of policy determined by the Regular Faculty members of the department, operating within guidelines provided by the Board of Regents, University administrative officers, and the school. In schools not divided into departments, the school faculty is the equivalent of the departmental faculty, and the Dean performs the duties and functions of the chair.

1. **Departmental Faculty:** The departmental faculty has jurisdiction over matters of policy and procedure and the right to choose its own form of organization, as long as these do not conflict with published (in writing or electronic media) rules and regulations of its own school, the University, or Board of Regents

policy. These procedures will be filed with the VPAA and the Dean of the school. As a matter of principle, the faculty is involved in preparing faculty personnel recommendations consistent with the Faculty Handbook, and it elects representatives who participate in transmitting formal recommendations.

- 2. Departmental Chairs:** The chair has a leadership function and is accountable both to the department and to the Dean for the performance of this function. The chair serves at the pleasure of the President and VPAA upon the recommendation of the Dean. Retention or non-retention of a chair is recommended by the Dean after completion of the comprehensive evaluation process under Section 2.3.4.I.5. Chairs represent their department in relations with other departments, with the deans, and with other administrative officers of the University. The chair is expected to encourage and facilitate the work, quality, and professional development of the department. It is the responsibility of the chair to take the initiative in reporting the needs of the department to the Dean. This includes obtaining merited recognition of faculty members with respect to promotions, salary increases, and support for career development. Other leadership functions include implementing the Affirmative Action Plan; strategic planning; conducting program reviews; and making reappointment, promotion, and tenure recommendations.
- 3. Specific Responsibilities of the Chair:** The chair provides leadership in all matters of policy as determined by the faculty, Dean, and VPAA. The chair or university designee determines procedures for carrying on the work of the department. Such functions shall include (but not be limited to): determining time and frequency of faculty meetings (at least monthly); establishing procedures for expenditures from departmental budget; with advice and consultation from the faculty, determining teaching assignments and class schedules for the department; preparing annual faculty evaluations and making recommendations to the Dean concerning budget requests/allocations for increases in salaries for faculty, faculty awards, and hiring of new and supplemental faculty; reappointment; tenure; promotion; annual reviews of the progress of tenure-track faculty in their efforts to obtain tenure; and post-tenure reviews of tenured faculty members. The chair shall foster the welfare of the entire department faculty and staff and encourage, facilitate, and mentor their work and professional development.
- 4. Expectations of the Chair:** In addition to the administrative responsibilities described above, the chair is expected to be involved in teaching and scholarly activity. Department chairs shall have an established evaluation weight of 50% in Category 4, a minimum weight of 25% in Category I, and the remaining percentage distributed among the other two Categories.
- 5. Evaluation of the Chair:** Chairs will be evaluated annually by their respective Dean and departmental faculty. The Dean shall prepare an annual evaluation of the chair's teaching, research and creative/scholarly activity; and professional and University service and public outreach (other than departmental administration) using the standard process and forms for faculty evaluations. For evaluating the administrative effectiveness of the chair, the Dean shall solicit formal input from the entire faculty and staff of the department. These evaluations, together with the Dean's evaluation of the

chair's performance, will be discussed with the chair after April 15 or after all faculty members in the department have been evaluated.

6. Selection of Chairs/Directors:

- a.** Prior to initiating search and nomination procedures for a department chair, the faculty of the department should meet with the Dean of the school to discuss the needs and expectations of the department as they relate to the appointment of a new chair, the role of the chair, and the type of search (i.e., internal, regional, or national) that most likely will assure that an appropriate candidate is recommended and to discuss any budgetary considerations related to the search and appointment of a new chair.
- b.** If the Dean does not concur with the department faculty's recommendation, the Dean will meet with the department faculty to discuss reasons for disagreement. The Dean's final recommendation and the faculty's recommendations will be submitted to the VPAA for approval and must be consistent with the University's Affirmative Action policies.
- c.** For regional and national searches, a search committee will be formed consisting of elected departmental faculty members appointed by the Dean, one or two students reflecting undergraduate majors, and graduate students to the extent appropriate.

SECTION 3

APPOINTMENT OF ADMINISTRATIVE OFFICERS

3.1 ADMINISTRATIVE SEARCH COMMITTEES

The selection of the President and other administrators is the responsibility of the Board of Regents, and any process leading to that selection is the prerogative of the particular Board in office at the time the selection process is to be initiated. It is suggested that administrative search committees make nominations and recommendations concerning candidates and that the President, if applicable, and the Board of Regents be guided by them in most instances, but it is understood that the President and the Board of Regents shall not be bound by nor limited to nominations and recommendations of administrative search committees.

Both the letter and spirit of all applicable state and federal laws shall be followed in the recruitment and appointment of administrative personnel.

3.1.1 President of the University

In all instances where a vacancy exists in the Office of the President, the vacancy shall be made known by the use of news media and other means to accomplish a wide circulation of the fact. Any person who wishes to apply for a vacant position will be given an opportunity to do so equal to that of any other applicant, subject to appropriate reasonable deadlines. Procedures utilized to screen and select will not discriminate on the basis of race, color, religion, national origin, gender, disability, political beliefs, or status as a veteran.

The presidential search committees shall have representation by faculty, student(s), and staff. The Board of Regents appoints these members from nominees selected by the University Regular Faculty and the Student Government Association. Staff nominees will be selected by the senior academic officer of the University. Faculty members shall constitute a majority of search committee members chosen from the faculty, staff, and students.

There shall be twice as many nominees as there are positions. The Board of Regents may designate other members as deemed appropriate.

3.1.2 Other Major Administrative Personnel

The President shall secure appropriate counsel from the Board of Regents before accepting applications or initiating the search process for filling any vacancy in a major administrative position. Major administrative positions shall include Provost, Vice President, Dean, or equivalent administrator of a major administrative unit. Minimally, the consultation shall include a job description, required qualifications, and salary range. The search, screening, and selection process for major administrative personnel shall include securing appropriate counsel from faculty or students, or both, depending upon the nature of the duties to be performed. The term "appropriate counsel" normally will involve obtaining input from (1) faculty or students, (2) a special or permanent committee of the faculty of the administrative unit involved, and/or (3) duly-elected committees, boards, or councils at the school, departmental, or administrative unit level.

- a. **Vice Presidents:** The committee shall have faculty, student, and staff representation. The President shall appoint these members from nominees selected by the official

faculty and student governance organizations. Staff nominees will be selected by the President in consultation with the Vice Presidents. There shall be twice as many nominees as there are positions. The President may designate other members as deemed appropriate.

- b. Deans:** The search committee for the Deans shall have faculty, student, and staff representation. The President shall appoint these members from nominees selected by the official faculty and student governance organizations. Staff nominees will be selected by the President in consultation with the VPAA. Upon requesting nominations by faculty members, the President shall designate the number of positions to be filled from (1) the general faculty of the particular school or unit involved and (2) the University faculty at large. There shall be at least one position filled from the University faculty at large from nominations made by the official faculty governance organization. In all cases, there shall be twice as many nominees as there are positions. The President shall make all appointments.

3.2 RETENTION OR REAPPOINTMENT OF ADMINISTRATORS

The continuation of administrators in their positions is a result of demonstrated satisfactory performance. The concept of tenure in an administrative position is not applicable. Each administrator's performance shall be continually evaluated, and administrators serve at the pleasure of the President. Administrators other than the President shall be evaluated by the responsible administrative supervisor in accord with evaluation procedures developed for the University. In instances where the performance of an administrator is determined to be unsatisfactory, the future performance of such an administrator must be carefully monitored by his or her supervisor. Continuing failure to improve by an administrator whose present or past performance is unsatisfactory may result in reassignment to other duties or termination from the administrative position.

Performance of the President will be evaluated only by the Board of Regents.

SECTION 4

FACULTY POLICIES

APPLICATION OF REVISED STANDARDS

The contents of this Faculty Handbook take effect when approved by the Board of Regents. The VPAA shall have discretion in approving any special individual plans for assisting faculty who need time to obtain additional academic credentials necessary to meet any new requirements resulting from approval of this revision. Such individual plans will require completion of specific academic goals according to definite time standards. Rank and tenure achieved under the provisions of any previous edition of this Handbook will be honored.

Several sections of this Handbook refer to academic departments, department chairs, and/or departmentally-conducted procedures. If an academic school has no departments, procedures and activities assigned to departments in the various sections of this Handbook shall be accomplished by the academic school or an appropriate component thereof. In the event that disagreement arises within the school with regard to the appropriateness of the component of a school to which a responsibility is assigned, a recommendation will be developed by the Dean with appropriate faculty counsel and submitted to the VPAA for approval. If an academic school has no department chairs or if the position of department chair is vacant, the duties of the chair will be performed by the Dean or the person designated by the Dean and approved by the VPAA. The Vice President for Academic Affairs will officially inform the faculty when a designee has been approved and provide a clear statement based on the Dean's recommendation of the duties of the designee. In such cases, all recommendations and procedures ordinarily initiated at the level of department chair will be initiated at the level of Dean, or the Dean's designee, as appropriate.

4.1 FACULTY MEMBERSHIP AND APPOINTMENTS

It is the policy of the University to recognize and implement the functions assigned to it by the Oklahoma State Regents for Higher Education. These functions are teaching, research and creative/scholarly activity; and professional and University service and; public outreach. The responsibility for carrying out this policy is shared by the Board of Regents, administrative officers, and the regular faculty.

4.1.1 Membership

The faculty is composed of two groups, the Regular Faculty and the Supplemental Faculty. In most cases, these faculty members have an instructional or research relationship to the University, either direct or supervisory. Faculty may be permanent or temporary, full-time or part-time.

Faculty status for categories of persons other than those who teach a course for University credit may be granted in accordance with standard procedures approved by the VPAA after consultation with the Faculty Senate. ~~Professional librarians are deemed to have faculty status, as are~~ Persons assigned by the United States Army as faculty members in the Department of Military Science ~~are deemed to have faculty status~~. Other positions which shall be considered for faculty designation shall include, but are not limited to, positions in which the primary responsibility is providing educational assistance directly to students for the purpose of enhancing student academic development and positions in which the primary responsibility is basic or applied academic research.

4.1.2 Regular Faculty

The Regular Faculty includes members of the faculty who are full-time employees of the University and who hold the rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, or Instructor. Regular faculty may hold one of the following appointments: (1) tenured; (2) tenure track; (3) non-tenure track.

1. **Tenured.** A tenured appointment is reserved for those Regular Faculty members who have been granted tenure by the Board of Regents. Tenured faculty members are on continuous appointment and, therefore, are not notified of their appointment status for the following year unless their appointment changes. The procedures for dismissal and suspension of tenured faculty are covered later in this section. Tenured faculty members appointed to administrative positions retain the tenure and rank that they held as Regular Faculty members. An administrator may not acquire tenure by virtue of an appointment to an administrative position unless specifically granted by the Board of Regents, but may attain and hold tenure as a member of the Regular Faculty.
2. **Tenure Track.** Tenure track appointments are for one academic year beginning mid-August and ending mid-May. The appointments are renewable annually at the option of the University. A person on tenure track will be given written notification of non-reappointment by March 1 by the VPAA.
3. **Non-Tenure Track.** A non-tenure track appointment is one in which the faculty member is appointed to the Regular Faculty but is not eligible to receive tenure. Faculty members below the rank of Assistant Professor have non-tenure track appointments (Senior Instructor and Instructor are non-tenure track appointments). Non-tenure track appointments are for one academic year beginning mid-August and ending mid-May. Faculty with this appointment will be given written notification of non-reappointment by March 1 by the VPAA.

4.1.3 Supplemental Faculty

The Supplemental Faculty consists of:

1. **Adjunct Faculty.** Adjunct faculty members hold part-time appointments that may be by semester or by academic year. The rank of such faculty may be Adjunct Instructor or Lecturer. Adjunct faculty will be limited to teaching no more than nine hours per semester or session.
2. **Temporary.** A temporary faculty member is appointed for a period of one academic year or less. Upon termination of the temporary appointment, the position, if continued may, at the recommendation of the Dean and with the approval of the VPAA, be reopened and advertised or staffed by the previous serving faculty member with high performance ratings without re-advertising. Any new temporary position will be opened and advertised. Temporary faculty may be appointed at any rank.
3. **Visiting Faculty.** Visiting faculty are employed by the University to teach or perform research for a limited time and are typically on leave of absence from another institution of higher education or professional practice. Visiting faculty may be appointed at any rank.

4. **Volunteer Faculty.** A person who has special talents or expertise and whose time and services are donated may be appointed to the University as volunteer faculty. Volunteer faculty who meet the education qualifications may hold the temporary academic rank of Honorary Instructor, Honorary Senior Instructor, Honorary Assistant Professor, Honorary Associate Professor, or Honorary Professor.
5. **Clinical Supervisors.** Clinical supervisors are members of the Supplemental Faculty but are not employees of the University. They are practitioners who are assigned regular and continuing responsibilities in the clinical setting.

4.1.4 Initial Appointments to the Regular Faculty

Initial appointments to the Regular Faculty are initiated by the VPAA and formally made by the Board of Regents when applicable. Consideration for appointment by the Board of Regents is given upon recommendation by the President. The terms and conditions of every appointment or reappointment shall be stated in writing and be in possession of both the University and faculty member before the appointment is consummated.

4.1.5 Appointments to the Supplemental Faculty

The President or his/her designee makes appointments to the Supplemental Faculty as required to meet the University's needs. Appointments to the Supplemental Faculty do not require Board of Regents' approval. These appointments are limited to specific duties and specific periods of time. Supplemental Faculty are not entitled to notification of non-reappointment.

4.1.6 Appointments to the Summer Teaching Faculty

An appointment to the Summer Faculty is limited to the specific summer for which the appointment is made. The President or his/her designee makes appointments for the summer session, and these appointments do not require Board of Regents' approval.

4.1.7 Full- and Part-Time Faculty Appointments

1. **Full-Time Appointments.** Full-time faculty members who teach courses for university credit have instructional and non-instructional duties as assigned by the University. Instructional duties include, but are not limited to, the teaching of assigned classes, evaluating the students in the classes, and meeting with those students who require assistance in their classes. Non-instructional duties include, but are not limited to, conducting research and creative/scholarly activity, recruiting students, retaining students, advising students, serving on committees, sponsoring organizations, continuing certification, and participating in professional organizations. A full-time faculty member should generally carry an instructional load of twelve hours per regular semester. ~~Other full-time faculty include professional librarians who have equivalent non-instructional duties and comparable instructional duties in providing effective librarianship.~~
2. **Joint Appointments.** Appointments between two or more academic units or colleges or universities are encouraged when they are of mutual benefit. However, they must not total more than 1.0 FTE and must be approved by the appropriate administrative

officials of all units involved; one academic unit and college shall have primary responsibility for promotion and tenure consideration. Faculty cannot receive remuneration from two sources when it will result in an assignment greater than 1.0 FTE.

3. **Adjunct Appointments.** Adjunct appointments are part-time temporary appointments made for one semester or summer session only and involve instructional duties for certain course sections only. Compensation is determined at the University level. Adjunct faculty will be limited to nine hours per semester or session.

4.2 PRINCIPAL ACADEMIC RANKS AND TITLES OF THE UNIVERSITY

4.2.1 Academic Rank and Assignment of Rank

The principal academic ranks of the University shall be Professor, Associate Professor, Assistant Professor, Senior Instructor, and Instructor. (See Appendix B—Criteria for Promotion for length of service and degree requirements.)

The determination of professional training and/or experience necessary to meet the criteria for assignment of rank will be the responsibility of the appropriate academic officer on campus, who will consult with peers or supervisors of those who are being considered for changes in rank.

For appointment to the rank of Instructor an earned master's degree relevant to the teaching field awarded by a regionally accredited or internationally recognized institution is required. A baccalaureate degree is sufficient for faculty teaching only in selected fields in Associate in Applied Science degree programs or teaching only remedial courses.

4.2.2 Honorary Titles

Faculty members with distinguished service may receive additional recognition:

1. **Emeritus Appointment.** Upon retirement, the title "emeritus" may be conferred as recognition for long and faithful service or for very distinguished service to the University. Members of the faculty with the rank of Professor, Associate Professor, or Assistant Professor, and with ten years of distinguished service at the University shall be eligible for appointment to this rank. Such faculty may be recommended for this rank by the department chair or the Dean. The recommendation is made to the VPAA, who makes his/her recommendation to the President. Emeritus appointments shall be strictly honorary and without stipend. However, this appointment does entitle the emeritus faculty member on the same basis as Regular Faculty members to a faculty parking sticker, a faculty ID card, admission to campus events, library privileges, fitness center privileges, and food service privileges. In addition, emeritus faculty members are allowed to use campus computer and research facilities in the continued pursuit of their scholarship interests.

4.2.3 Other Academic Titles

There are other appropriate titles for academic assignments and related University functions:

1. **Laboratory Assistant.** This title is assigned to those persons in positions of student supervision in laboratories, internships, externships, clinics, or other such positions. Persons employed with this title must possess specific technical expertise and competence and be recommended by the appropriate department chair. Laboratory Assistants must function under the supervision of a faculty member and are appointed to perform specific functions as detailed in the notice of appointment. Appointment to this position carries no University commitment to reappointment or continuation beyond that specified in the notice of appointment, and these persons are ineligible to vote on matters involving University governance.
2. **Graduate Teaching Assistant.** This title is assigned to a graduate student who is appointed to teach (a) specific class(es) for a specified academic semester or session. Persons employed with this title must have completed a baccalaureate degree, have been admitted into a Cameron University graduate program with provisional or higher status, be enrolled in six or more graduate-level semester hours during each semester of employment (three semester hours for summer session), and possess other qualifications determined by the academic unit offering the position to include substantial appropriate subject matter expertise requisite to the teaching assignment. Before appointment, the academic unit offering the position shall obtain appropriate counsel regarding the student's academic record from the graduate student's advisor. Recommendations for assignment as a Graduate Teaching Assistant shall be approved by the department chair, Dean, and the VPAA.

Graduate Teaching Assistants shall function under the direction of the department chair or a faculty member assigned by the department chair or the Dean to supervise the Graduate Teaching Assistant.

Appointment to the Graduate Teaching Assistant position carries no University commitment to reappointment or continuation beyond that specified in the notice of appointment, and these persons are ineligible to vote on matters involving University governance.

3. **Graduate Research Assistant.** This title is assigned to a graduate student who is appointed to assist one or more faculty members conducting academic research or other scholarly work. Persons employed with this title must have completed a baccalaureate degree, have been admitted into the School of Graduate and Professional Studies with provisional or higher status, be enrolled in six or more graduate-level semester hours during each semester of employment (three semester hours for summer term), and possess other qualifications determined by the academic unit offering the position to include substantial appropriate subject matter expertise requisite to the research.

The Graduate Research Assistant will be supervised by a faculty member designated by the Dean, VPAA, appropriate Vice President, or President.

Appointment to the Graduate Research Assistant position carries no University commitment for reappointment or continuation beyond that specified in the notice of appointment, and these persons are ineligible to vote on matters involving University governance.

4.3 TYPES OF FACULTY EVALUATION

1. Annual Academic Performance Review

An annual academic performance review shall be submitted for each full-time regular and supplemental faculty member.

2. Reappointment of Regular Non-Tenured Faculty

During the probationary period, a faculty member will be provided by the chair of the academic department with an annual, written evaluation of performance based on the annual academic performance review.

3. Promotion in Rank

Minimum University standards for promotion are defined in Appendix B. The criteria for promotion shall be consistent with the faculty member's annual academic performance review developed, approved, and completed since the last appointment or promotion. Minimum departmental standards as described in 4.3.1 must also be met.

4. Academic Tenure

The tenure decision shall be based on a thorough evaluation of the candidate's total contributions to the mission of the University. The criteria for tenure shall be consistent with the faculty member's annual academic performance review documents developed, approved, and completed since the most recent appointment or promotion.

5. Post-Tenure Review

The criteria for Post-Tenure Review shall be consistent with the faculty member's annual academic performance review documents developed, approved, and completed since the last review. While formal evaluations of tenured faculty are required at least each fifth year, following the last promotion review, formal evaluations may occur more frequently at the request of either the faculty member or the department chair.

4.3.1 Faculty Evaluation Standards

1. Departmental Standards

Given the variety of disciplines, University standards for tenure and promotion are considered to be minimum standards. Each academic department, working within the framework of the University standards, must identify the departmental objectives, faculty activities, and performance standards appropriate to meet those objectives. Department standards shall include evaluation criteria for:

1. Annual Evaluation
2. Promotion
3. Academic Tenure

Departmental standards will be developed by the department's Regular Faculty in cooperation with the department chair. Upon the recommendation of the department chair, the standards will be submitted to the Dean for review and approval. The Dean will submit the approved standards to the VPAA for approval.

Department standards shall be written annually and made available to each faculty member of the department.

2. University Standards

a. Effective Classroom Teaching/~~Librarianship~~

Instructional assignments are based upon the expertise of the faculty member and the needs of the academic department. The assignments are made by the department chair in cooperation with the faculty member.

Effective classroom teaching is demonstrated through mastery of a current knowledge base in subject matter taught at an appropriate student level. Such teaching stimulates achievement and practical personal applications by students. A regular review of current literature, research, and strategies for classroom application is necessary for effective teaching. An effective teacher evidences mastery in the classroom by thoroughly integrating skills, knowledge, sensitivity, and perception with the presentation of subject matter.

Effective classroom teaching is characterized by (1) subject matter mastery, (2) curriculum development, (3) course design, (4) delivery of instruction, (5) assessment of instruction and revision as necessary, (6) availability to students, and (7) fulfillment of instructional administrative responsibilities. Some examples of instructional administrative responsibilities are grading papers and recording grades

Means of documenting teaching effectiveness shall include but are not limited to student evaluation of instruction; peer, department chair and/or Dean evaluations; and evidence of student performance, as defined by the department.

~~Effective librarianship is characterized by (1) subject matter mastery, (2) delivery of reference services, (3) delivery of instruction, both group and individual, (4) collection development activities, (5) securing of materials not owned by Cameron library and needed by Cameron faculty, staff or students, (6) supervision of library staff members, (7) assessment of library services, (8) modification of library services as necessary, and (9) planning for future library needs.~~

b. Research and Creative/Scholarly Activity

Individual faculty research and creative/scholarly activities are defined by the professional interests of the faculty member. While the scope and nature of faculty research and creative/scholarly activity will vary among departments, University faculty shall be involved in scholarly activities, individually or collaboratively, which

advance the state of knowledge or performance levels of their respective fields. Both the pursuit of new knowledge or techniques and the application of knowledge in creative ways are valued.

Research and creative/scholarly activity is demonstrated by the active involvement of a faculty member in the pursuit of knowledge and/or the application of knowledge in his/her academic field or discipline. While the scope and nature of faculty research and creative/scholarly activity will vary among departments, University faculty shall be involved in research and creative/scholarly activities, individually and/or collaboratively, which advance the knowledge base and performance levels of their respective fields. Both the pursuit of knowledge or techniques and the application of knowledge or techniques in creative ways are valued. Both the quality and quantity of productivity are considered in assessing the contributions and performances.

Examples of research and creative/scholarly activity are pedagogical research; development of marketable instructional materials or creative artistic works evaluated by juries or panels; participation in professional presentations or performances; publication of articles in refereed or editor-evaluated publications; demonstration of successful grantsmanship; selected unpublished research, books, monographs, inventions, and patented or copyrighted products.

c. Professional and University Service and Public Outreach

Service occurs when a faculty member applies professional expertise beyond the classroom and research and creative/scholarly activity to advance the University and profession. This service should be correlated with the educational needs of the student body and the objectives of the University.

Professional service includes involvement in various professional organizations in a manner that accrues favorable notice to the individual and the University. Evidence of such service may consist of, but is not limited to, memberships in professional organizations appropriate to a faculty member's teaching field or area of responsibility; attendance at meetings; holding of offices; and serving on committees at local, state, regional, and national levels of said professional organizations.

University service activities may consist of, but are not limited to, academic advisement of students, sponsorship of student organizations, membership on ad hoc and standing committees, consultation to other areas of the University, participation in University or program self-study activities, and special assignments or responsible participation in activities which advance the academic programs of the University.

Student Advisement

Academic advisement is a very important service responsibility for faculty. Advisors are expected to assist students with enrollment, to counsel them about career options, to provide them information about deadlines and checkpoints, and to monitor their progress through programs. The department chair selects faculty to serve as advisors. A recommended maximum advisement load is approximately forty students.

Committees and Advisory Service

University service activities include sponsorship of student organizations, membership on ad-hoc and standing committees, consultation to other areas of the University, and participation in activities that advance the academic programs of the University.

Professional Activities

Membership in selected professional organizations appropriate to a faculty member's assignment is a basic responsibility. Involvement in professional organizations at local, state, regional, and nationwide levels consists of attending meetings, holding offices, and serving on committees.

Public Outreach

Service at large occurs when a faculty member contributes professional expertise pro bono to the activities of governmental, public schools, or other public and service agencies. The contribution may be in, but is not limited to, the following roles: consultant, program participant, member of a board or task force, or advisor.

d. Performance of Non-Teaching or Administrative Duties

Non-teaching or administrative duties include, but are not limited to, student advisement in the Academic Advising Center; departmental management; public relations; classroom, studio, office, or other physical facility management; personnel management; equipment and supplies management; fiscal management; and time management.

These assignments are based upon the needs of the department, the school, and the University. Such assignments will be developed cooperatively between the faculty member and department chair or appropriate administrative officer.

4.3.2 Annual Academic Performance Review

Effective teaching ~~or librarianship~~; scholarly research and creative/scholarly activity; and professional and University service and public outreach; and performance of non-teaching or administrative duties are the professional responsibilities at the University. While this is primarily a teaching University, it is a basic principle of higher education that scholarly activity informs effective teaching.

At the same time, the University faculty contributes richness to the culture of the community at large through their unique skills and talents. Evaluation of faculty performance includes these four areas and provides a critical process for continuous improvement of the University and faculty.

- a.** The Annual Academic Performance Review is designed to promote and improve faculty development and performance.
- b.** The Annual Academic Performance Review should provide important information for promotion, tenure, and post-tenure review decisions as well as merit salary increases.
- c.** The Annual Academic Performance Review covers a year of performance except in certain instances; i.e., new faculty, faculty on leave.

- d. The Annual Academic Performance Review should utilize several sources of data, and these sources shall be clearly communicated by the department.
- e. The Annual Academic Performance Review should be individualized and flexible, and take into consideration the University's nature, directions, and priorities, the administrative unit's needs, and the individual's interests consistent with Faculty Evaluation Standards (4.3.1) including University Standards and annually reviewed and approved Departmental Standards.
- f. The Annual Academic Performance Review should include only activities, contributions, and involvements directly related to the University or to the faculty member's educational field.

4.3.3 Annual Academic Performance Review Documents

1. Annual Plan

The Annual Plan, composed at the beginning of the evaluation review cycle, will identify areas for continued growth and the development of the faculty member in relation to the goals and mission of the department and the University.

2. Annual Appraisal Report

The Annual Appraisal Report shall be based on the Annual Plan maintained in the academic department. The Appraisal Report is an overview of performance covering the current evaluation cycle. It is comprised of a brief statement describing the accomplishments for each exemplar listed in the Annual Plan and a rating assigned to each criterion. An overall rating combining all categories along with a summary paragraph is also submitted. Completion of the Annual Appraisal Report is based upon a conference of the department chair and the individual faculty member during which the overall self-rating by the faculty member and the chair's rating of the faculty's member's overall performance are finalized.

The written format of both the Annual Plan and the Annual Appraisal Report shall be determined by the faculty of each department. Any form those documents take shall be consistent with the Annual Academic Performance Review Faculty Evaluations Standards (Section 4.3.1), the minimum weights of each performance category (Section 4.3.4), and the Annual Academic Performance Review Rating Scale (Section 4.3.5).

Appendix C provides an optional form that departments may adopt in lieu of developing their own as part of the Annual Plan and Annual Appraisal Report documents.

4.3.4 Annual Academic Performance Review Categories and Minimum Weights

The Annual Academic Performance Review is based on four categories of faculty responsibilities. Each category has a weighted minimum percentage set by the University according to faculty duties.

In the Annual Plan, each regular faculty member in negotiation with the department chair establishes individualized percentages for every appropriate category, to total 100%.

Emphases in each category should reflect the faculty member's interests and goals, as well as those of the department and the University.

In a situation where a faculty member's assignment is significantly modified during the academic year, the weighting of performance categories may be renegotiated to reflect the modified assignments.

University minimum weights of each category for tenured and tenure track faculty are as follows:

Category 1	Teaching	50%
Category 2	Research and/or Creative/Scholarly Activity	10%
Category 3	Professional and University Service and Public Outreach	10%
Category 4	Performance of Non-teaching or Administrative Duties	0%

All faculty members are rated on negotiated criteria in Categories 1, 2, and 3, based on established limits. Those duties or assignments that result in a reduced teaching load will also be considered in Category 4.

Faculty members with non-tenure track appointments will be evaluated in Category 1 and at least one other category as determined in negotiations with the department chair. When only two categories are evaluated, the maximum percentage allowed in Category 1 is 90%.

Department chairs shall have an established weight of 50% in Category 4, a minimum weight of 25% in Category 1, and the remaining percentage to total 100%, from at least one additional category as determined in negotiation with the Dean.

4.3.5 Annual Academic Performance Review Categories and Rating Scale

The department chair assumes that the faculty member is functioning at a level of "satisfactory" unless there is evidence to the contrary. For a rating lower than satisfactory, the chair has the responsibility of presenting evidence; for a rating higher than satisfactory, the faculty member has the responsibility of presenting evidence. An overall performance rating of the categories is determined by the relationship among the weighted percentages and the composite ratings from each category.

Category 1: Effective Classroom Teaching ~~or Librarianship~~

All regular faculty members shall be rated in Category 1. All seven goals, defined in section 4.3.1.2.a, shall be addressed in the faculty member's Annual Plan. In the Annual Appraisal Report, each goal will be rated independently by the faculty member and department chair according to University and departmental standards. Ratings for each goal shall be combined to produce an overall self-rating in the category. The overall rating must be substantiated by multiple sources of evidence. For example, results from student evaluations, peer-evaluations, evidence of student proficiency, and other relevant sources of evidence should be cited to support the overall rating.

Category 1 should be evaluated primarily within the university. Thus, qualitative and quantitative departmental and university standards should be used in determining ratings. While some statewide recognition or recognition beyond the state is possible in this category,

such recognition is not expected or necessary to achieve very good (4) or outstanding (5) ratings.

Category 2: Research and / or Creative/Scholarly Activity

All tenured and tenure track faculty shall be evaluated in Category 2. The applicability of this category for regular non-tenure track faculty members will be determined by the department chair in negotiation with the faculty member. All goals to be evaluated shall be listed in the faculty member's Annual Plan. In the Annual Appraisal Report each goal will be rated independently by the faculty member and department chair according to University and departmental standards. Ratings for each goal shall be combined to produce an overall self-rating in the category. Evidence appropriate for each goal listed on the Annual Plan should be cited.

Statewide recognition is required in Category 2 for a rating of very good (4). Recognition beyond the state is required for an outstanding rating (5).

Category 3: Professional and University Service and Public Outreach

All tenured and tenure track faculty shall be evaluated in Category 3. The applicability of this category for regular non-tenure track faculty members will be determined by the department chair in negotiation with the faculty member. All goals to be evaluated shall be listed in the faculty member's Annual Plan. In the Annual Report, each goal will be rated independently by the faculty member and department chair according to University and departmental standards. Ratings for each goal shall be combined to produce an overall self-rating in the category. Evidence appropriate for each goal listed on the Annual Plan should be cited.

Category 3 should be evaluated primarily within the University. Thus, qualitative and quantitative departmental and university standards should be used in determining ratings. While some statewide recognition or recognition beyond the state is possible in this category, such recognition is not expected or necessary to achieve very good (4) or outstanding (5) ratings. However, the Professional Service component of Category 3 offers more opportunities for statewide recognition or recognition beyond the state and should be rated accordingly.

The ratings on the evaluation scale are as follows:

- | | |
|------------------------|--|
| 5 OUTSTANDING: | Performance is among the best of colleagues in similar appointments in similar institutions in the respective field nationwide. On applicable criteria, faculty member has recognition beyond the state. |
| 4 VERY GOOD: | Performance is among the best of colleagues in similar appointments in similar institutions in the respective field statewide. On applicable criteria, faculty member has statewide recognition. |
| 3 SATISFACTORY: | Performance is productive, effective, and consistent with the achievement of the emphases, objectives, and interests of the University, the department, and/or the individual. |
| 2 MARGINAL: | Performance is less than adequate for achieving the emphases, objectives, and interests of the University, the |

department, and/or the individual.

- 1 UNSATISFACTORY:** Performance fails to contribute to the achievement of the emphases, objectives, and interests of the University, the department, and/or the individual.

4.3.6 Annual Academic Performance Review Procedures and Timeline: For Regular Faculty

1. **By September 1**, the faculty member and the department chair meet and discuss Annual Plan for the current year and the Annual Performance Review from the previous year.
2. **By September 15**, the faculty member shall revise and update the Annual Plan for the current year to include any activities completed since the last evaluation and any continuing projects. The faculty forwards the revised plan to the department chair. The department chair shall send the previous year's Annual Academic Performance Review, a draft of the current year's Annual Plan, and other documentation (if applicable) to the Dean.
3. **By October 15**, having received written input from the Dean, the faculty member and the department chair shall meet to revise and complete the current year's Annual Plan.
4. **By March 1**, the faculty member shall submit to the department chair a self-evaluation of the previous year's accomplishments and a self-rating of each criterion, in addition to an overall self-rating of performance.
 - a. The faculty member shall complete the Annual Appraisal Report.
 - b. Before the March conference with the department chair, the faculty member shall conduct a self-evaluation of the year's accomplishments and succinctly describe progress for each goal listed in the Annual Plan. A brief statement indicating whether the goal was fully accomplished, partially accomplished, or not addressed is appropriate.
 - c. As the faculty member formulates an overall self-rating in Category 1, he/she shall rate each of the seven required criteria/goals listed in 4.3.2.1.a, Effective Classroom teaching ~~or Librarianship~~. Ratings for each criterion/goal shall be combined to give an overall self-rating. The overall rating must be substantiated by multiple sources of evidence. For example, results from student evaluations, peer evaluations, evidence of student proficiency, and other relevant sources of evidence should be cited to support the overall rating.
 - d. In Category 2, research and/or creative/scholarly activity, evidence appropriate for each goal listed on the Annual Plan should be cited. Overall ratings should reflect both University and departmental evaluation criteria.
 - e. In Category 3, professional and University service and public outreach, evidence appropriate for each goal listed on the Annual Plan should be cited. Overall ratings should reflect both University and departmental evaluation criteria.

upon recommendation of the President. Determination of merit and recommendation for granting promotion in rank shall be in accordance with departmental standards, the promotion policies and procedures of the University, and the professional judgment of the individuals involved in the evaluation process.

- d. Faculty must meet the standards regarding academic credentials, length of service, and Category 1, Effective Classroom Teaching ~~or Librarianship~~, to be eligible for promotion. Evaluation of the faculty member's performance in the other categories shall be based upon individualized criteria negotiated in the faculty member's Annual Plans approved by the department chair and the Dean. (See Appendix B.)

4.4.1 Promotion Procedures and Timeline

The following steps outline the procedures in the promotion process. A Portfolio Transmittal Form to certify the receipt dates and transmittal dates at each step of the promotion process must accompany the request.

It is the responsibility of the individual faculty member to monitor the flow of materials through the process. At each stage of the promotion process, previous recommendations and any rebuttals should be forwarded with other documents. At any step in the process, the faculty member may withdraw a request for promotion in rank.

Step 1–By October 15, the faculty member files a written request with the department chair. It is the responsibility of the individual faculty member to initiate the request for a promotion in rank and to prepare the portfolio of materials. The request must be accompanied by a portfolio exhibiting documentation of effective teaching ~~or librarianship~~, research and creative/scholarly activity; and professional and University service and public outreach; and performance of non-teaching or administrative duties, if appropriate. The portfolio must include the annual evaluation documents. The department chair will advise the faculty member in preparation of this request.

Step 2–By November 1, a Personnel Committee shall be formed. The department chair shall call a meeting of the Personnel Committee to initiate discussion of the request and submit the portfolio of materials to the Committee.

The Personnel Committee shall be composed of five tenured faculty members of the department of equivalent or higher rank to the rank sought by the faculty member undergoing review unless another arrangement has been approved in writing by the Dean and the VPAA. In the case that a department has more than five eligible tenured members of equivalent or higher rank, members of the Personnel Committee will be selected by the Dean in consultation with the faculty member and the eligible tenured members of the department of equivalent or higher rank. In the case that a department has fewer than five tenured members of equivalent or higher rank, additional members will be selected by the Dean in consultation with the faculty member and the eligible tenured members of the department of equivalent or higher rank. In the case of a joint appointment, the second department will be given an opportunity to provide input. In other exceptional cases, as determined by the VPAA, a senior faculty member outside the department but within the School shall be added to the Personnel Committee, such member being chosen by the faculty member under review from a list of three candidates selected by the VPAA.

Step 3–By November 15, after each member of the Personnel Committee critiques the portfolio and each performance criterion, the faculty member’s performance shall be reviewed, discussed, and evaluated by the Personnel Committee. In the course of the review the faculty member shall have the opportunity to meet with the Personnel Committee. After completion of the review, the Personnel Committee shall then send the portfolio and the Committee’s written decision to recommend or not recommend promotion to the department chair.

Step 4–By December 1, the department chair reviews the portfolio, evaluates each performance criterion, and considers the recommendation of the department personnel committee to decide to recommend approval or disapproval of the request. In either instance, the department chair notifies the faculty member of the action, providing reasons in writing for the decision, and forwards the request with an evaluation and a statement recommending approval or disapproval to the Dean. If the chair recommends disapproval of the request, the faculty member shall have ten working days to forward to the Dean a rebuttal of the chair’s recommendation.

Step 5–By January 15, the Dean reviews the portfolio, evaluates each performance criterion, and decides to recommend approval or disapproval of the request. In either instance, the Dean notifies the department chair and the faculty member of the action, providing reasons in writing for the decision, and forwards the request with an evaluation and a statement recommending approval or disapproval to the VPAA. If the Dean recommends disapproval of the request, the faculty member will have ten working days to forward to the VPAA a rebuttal of the Dean’s recommendation.

Step 6–By February 15, the VPAA reviews the portfolio, evaluates each performance criterion, and decides to recommend approval or disapproval of the request. The VPAA will then forward a recommendation concerning the request and all documentation to the President. The Vice President for Academic Affairs will also provide reasons in writing for the decision to the Dean, the department chair, the Personnel Committee, and the faculty member.

Step 7–By March 15, upon receiving all recommendations from the VPAA, the President decides either to approve or disapprove the request. If approved, the recommendation is forwarded to the Board of Regents, normally at the May meeting. The President informs the VPAA of the decision. In turn, the VPAA notifies the Dean, the department chair, the personnel committee, and the faculty member in writing. A decision by the President to disapprove a request for promotion should be accompanied by reasons in writing.

4.5 ACADEMIC TENURE

- a. Tenure is a distinctive honor. Tenure is defined as continuous reappointment which may be granted to a faculty member in a tenure-track position, subject to the terms and conditions of appointment.
- b. The tenure decision shall be based on a thorough evaluation of the candidate’s total contribution to the mission of the University. While specific responsibilities of faculty members may vary because of special assignments or because of the particular mission of an academic unit, all evaluations for tenure shall address at a minimum whether each candidate has achieved excellence in the following areas: 1) teaching; 2) research and creative/scholarly activity; 3) and professional and University service and public outreach; and 4) performance of non-teaching or administrative duties, if

appropriate. The academic department may formulate standards for this review and determine the appropriate weight to be accorded each criterion consistent with the mission of the academic unit.

- c. Tenure is granted by the Board of Regents upon recommendation of the President. Determination of merit and recommendation for granting tenure shall comport with the criteria and policies and procedures contained in this section.
- d. Tenure shall be granted only by written notification after approval by the Board of Regents. Only full-time faculty members holding the academic rank of Assistant Professor, Associate Professor, or Professor may be granted tenure.

4.5.1 Concepts Regarding Tenure

1. The interests of the University will best be served through a spirit of cooperation and a sense of mutual confidence among the faculty, the departments, the academic Deans, the VPAA, and the President. The procedure for recommending tenure is designed to systematize as well as to encourage such cooperation and mutual confidence.
2. A maximum of sixty-five percent of the full-time faculty at the University may hold tenure at any one time. In the event the sixty-five percent limit is reached, there will be no additions to the tenured faculty at the University. However, the tenure process on campus will continue. Faculty members recommended for tenure will be placed in a priority-hold status by year, pending vacancies. As tenured positions become available, faculty members will be removed from tenure-hold according to the following criteria in decreasing order of importance: longest time on tenure-hold, longest service to the University, highest rank, and longest tenure-eligible service.
3. The University acknowledges the following AAUP statement on tenure: “The heightened protection of the tenured faculty is not a privilege, but a responsibility earned by the demonstration of professional competence in an extended probationary period leading to a tenured position with its ‘rebuttable presumption of professional excellence’” *“Post-tenure Review: an AAUP Response”*
4. Under exceptional circumstances, a new faculty member may be recommended for tenure by a department chair, an academic Dean, the VPAA, or the President without going through the normal process.
5. In the event that one of the deadlines in the tenure process falls on a weekend or holiday, the deadline becomes the next working date at the University.
6. After the tenure process is completed, the following action should be taken:
 - a) The results of all balloting and recommendations from the Dean, department chair, and VPAA will be placed in the personnel file of the candidate.
 - b) The portfolio and a copy of all recommendations will be returned to the

candidate.

7. Once the tenure process had been initiated, it must be completed.
8. Once an application for tenure has been denied a faculty member may not apply for tenure again.
9. Any exception to the policy on tenure is subject to approval of the President and the Board of Regents.

4.5.2 Periods of Appointment and Tenure

Faculty members holding the academic rank of Assistant Professor, Associate Professor, or Professor may receive tenure at any time. A probationary period will be defined for each faculty member at the time of initial appointment consistent with Section 4.5.4. Six years shall be the maximum probationary period for the eligible faculty member to attain tenure.

If, at the end of six years any faculty member has not attained tenure, the faculty member may be retained on the faculty until the end of the academic year following that in which there was notification of the denial, unless there are reasons (under Section 4.5.6) to the contrary. For the purpose of determining probationary employment of faculty members for tenure consideration, sabbatical leave counts as a part of the period of probationary employment, and a leave of absence is not included as part of the probationary period.

4.5.3 Procedure and Timeline for Requesting Tenure

The normal procedure for granting tenure is initiated by the faculty member during the fifth or sixth year of service to the University in a tenure track position. The following steps outline the normal process:

A Portfolio Transmittal Form to certify the receipt dates and transmittal dates at each step of the tenure process must accompany the request and is available in the University Forms folder on the intranet. It is the responsibility of the faculty member to monitor the flow of materials through the process. At each stage of the tenure process, previous recommendations and any rebuttals should be forwarded with other documents.

Step 1–By October 15:

The faculty member files a written request for tenure with the department chair. It is the responsibility of the individual faculty member to initiate the request for tenure and to prepare the portfolio of materials. The request must be accompanied by a portfolio exhibiting documentation of excellence in teaching **or librarianship**, in research and creative/scholarly activity; and professional and University service and public outreach, and in performance of non-teaching or administrative duties, if appropriate. The portfolio must also include the Annual Academic Performance Review documents.

Step 2–By November 1:

A Tenure Committee shall be formed. If there are at least five (5) tenured faculty members within the department, all serve as the Tenure Committee. In the event that the number of tenured faculty members in the department is fewer than five, the Dean, in consultation with

the faculty member and the tenured faculty members of the department, shall select additional members to form a group of at least five tenured faculty members that will serve as the Tenure Committee.

Step 3–By November 15:

The Department Chair shall call a meeting of the Tenure Committee to initiate discussion of the request. After each member of the Tenure Committee critiques the portfolio and each performance criterion, the faculty member's performance shall be reviewed, discussed, and evaluated by the Tenure Committee. This review shall be conducted in a manner that allows for input from non-tenured colleagues, students, and alumni, as well as administrative information from the department chair. The department chair however is not allowed to participate in Committee deliberations. In the course of the review, the faculty member shall have the opportunity to meet with the Tenure Committee. After completion of the review, a poll by secret ballot of the Tenure Committee will be taken to determine whether a recommendation for the granting of tenure will be made. A simple majority rule shall prevail. The Tenure Committee shall then send the portfolio, the Committee's vote, and the recommendation to grant or to deny to the department chair. The Committee's recommendation should be signed by all members of the committee denoting the process was conducted according to procedures. All ballots are to be retained by the chair of the Tenure Committee until a final decision is reached concerning the request.

Step 4–By December 1:

The department chair shall review the Tenure Committee's vote, critique the portfolio, evaluate each performance criterion, and decide whether to recommend the granting of tenure. The department chair will then forward a recommendation concerning the request and all documentation to the Dean. The department chair will also provide in writing a statement of his/her action to the Tenure Committee and the faculty member. If the chair recommends disapproval of the request, the faculty member will have ten working days to forward to the Dean a rebuttal of the chair's recommendation.

Step 5–By January 1:

The Dean shall review the department chair's recommendation, and the Tenure Committee's vote, critique the portfolio, evaluate each performance criterion, and decide whether to recommend the granting of tenure. The Dean will then forward a recommendation concerning the request and all documentation to the VPAA. The Dean will also provide a written statement of his/her action to the department chair, the Tenure Committee, and the faculty member. If the Dean recommends disapproval of the request, the faculty member will have ten working days to forward to the VPAA a rebuttal of the Dean's recommendation.

Step 6–By February 1:

The VPAA shall review the Dean's recommendation, the chair's recommendation, and the Tenure Committee's vote and recommendation, and decide whether to recommend or not recommend the granting of tenure. The VPAA recommends granting or denying tenure and notifies the President and the faculty member in writing. The VPAA will also provide a written statement of his/ her action to the Dean, the department chair, and the Tenure Committee.

Step 7–By March 1:

Upon receiving a recommendation from the VPAA, the President decides to approve or disapprove the request for tenure.

If the President approves the request for tenure, she/he shall recommend the granting of tenure to the Board of Regents, normally at the May meeting. The President then reports the action of the Board of Regents to the VPAA, the Dean, the department chair, and the faculty member.

If the President disapproves the request for tenure, she/he shall notify the VPAA, the department chair, the Tenure Committee, and the faculty member. A decision by the President to disapprove a request for tenure shall be accompanied by reasons in writing.

Since only the Board of Regents may grant tenure based upon a recommendation by the President, de facto tenure is not recognized by the University.

4.5.4 Probationary Periods for Tenure Track Faculty

1. Notification of Employment

The Employment Letter furnished to a candidate for appointment to the faculty shall specify, in addition to the rank and salary, the length of the probationary period for the appointment and any special conditions pertaining to the appointment. All such conditions must be set forth in writing by the VPAA and approved by the President whenever any faculty appointment is offered.

2. Commencement Date of Probationary Period

The probationary period for a faculty member whose effective date of appointment is later than the start of the academic year but no later than the first day of the second semester will be considered as dating from the beginning of the first semester, provided that the department or division in question records in writing its prior agreement to such an arrangement. If the effective date of appointment is later than the first day of the second semester, the probationary period shall begin with the first semester of the next academic year. (The beginning of academic year appointments is August 15, and the beginning of the second semester is January 1.)

3. Term of Probationary Period for Professors

A new faculty member appointed at the rank of Professor may be given tenure from the date of appointment, or a probationary period may be set. Persons with three or more years of prior service may have a probationary period of no more than three years. The probationary period's length shall be set at the time of offer by the tenured members of the appointee's academic department, subject to agreement by the Dean, the VPAA, and the President. If a majority of the department's tenured faculty members do not favor tenure upon appointment, the determination of tenure shall be made in the regular fashion, as specified in Section 4.5.2.

4. Term of Probationary Period for Assistant and Associate Professors

For a faculty member who is eligible for tenure and whose initial appointment is at the rank of Assistant Professor or Associate Professor, the probationary period shall be no more than six academic years or 12 regular semesters, and will be established in the formal offer of employment letter from the VPAA to a faculty applicant. Included in the probationary period may be prior full-time service (up to a maximum of three years) in professorial ranks at other institutions of higher education, or prior regular full-time service (up to a maximum of three years) that the appointee may have performed in the past at the University in the rank of Instructor or above subject to approval by the President after consideration of the recommendations of the appropriate department chair and Dean. Prior full-time service as Instructor or in a comparable non-professorial rank at other institutions of higher education and prior full-time service on temporary appointments at the University may also be included as part of the probationary period if this arrangement is agreed upon in writing at the time of the first regular appointment. The parties to such an agreement are the appointee, the academic department chair, the Dean, and the VPAA.

5. Converting from Part-Time to Full-Time Service

Whenever an untenured part-time faculty member converts from part-time to full-time service, with the rank of Assistant Professor or above, specific written understanding must be approved by the VPAA as to if and how the period of part-time service will be counted toward satisfying the probationary period for tenure.

6. Family Medical Leave During Probationary Period

If a tenure-track faculty member takes Family Medical Leave, the probationary period prior to a tenure decision may be extended for one year at the written request of the faculty member with approval of the President after consideration of the recommendations of the appropriate department chair, Dean, and VPAA.

7. Annual Performance Evaluation During Probationary Period

During the probationary period, a faculty member will be provided by the chair of the academic department with an annual, written evaluation of performance. Such annual evaluation shall be provided prior to the applicable notification deadline for reappointment, with a copy sent to the Dean and the VPAA (See Section 4.3).

8. Starting Date for Tenured Appointments

Faculty members accorded tenure normally will commence their tenured appointments in the academic year immediately following the Board of Regents' action.

4.5.5 Notification of Denial of Tenure

A faculty member at any rank who is denied tenure may be retained on the faculty until the end of the academic year following that in which there was notification of the denial, unless there are reasons (under Section 4.5.6) to the contrary.

4.5.6 Causes for Dismissal or Suspension of Tenured Faculty

The University strives to exercise great care in selecting its faculty appointees and to confer tenure upon only those faculty members who have demonstrated their merit for tenured appointment. For that reason, severe sanctions such as a dismissal proceeding involving a tenured faculty member (abrogation of tenure) or of a regular faculty member during a non-tenure track or tenure-track appointment should be an exceptional event. It is also recognized, however, that a few faculty members may, from time to time, engage in improper conduct which require severe sanctions short of dismissal. Such sanctions may include but are not limited to loss of prospective privileges for a stated period; restitution; a fine; a reduction in salary; or suspension from service for a stated period, without other prejudice. As in the case of dismissal, the imposition of severe sanctions short of dismissal should be viewed as a serious and infrequent step usually undertaken only after administrative remedies and minor sanctions have failed.

While extreme action will be required infrequently, the University must be prepared for such an eventuality, so that both the integrity of the University and the rights of the faculty member may be preserved. Toward this end, the faculty must be willing to recommend severe sanctions upon or dismissal of a colleague when necessary. By the same token, the President and the Board of Regents shall give all reasonable consideration to faculty recommendations.

Only the Board of Regents has the power to impose severe sanctions. The Regents shall exercise this power only in cases where it determines that there exists sufficient cause for such action.

A faculty member against whom the imposition of a severe sanction is to be brought or whose dismissal is to be requested must have given such cause for the action as relates directly and substantially to his/her professional capabilities or performance. It is not possible to specify all proper grounds for these drastic measures. Proper reasons for dismissal of a regular faculty member who has tenure or whose tenure-track appointment has not expired include, but are not necessarily limited to, the following:

- a) Professional incompetence or dishonesty, including but not limited to, academic dishonesty, or misuse of University property or resources;
- b) Substantial, manifest, or repeated failure to fulfill professional duties or responsibilities;
- c) Personal behavior preventing the faculty member from satisfactory fulfillment of professional duties or responsibilities, including but not limited to, deliberate and grave violations of the rights and freedoms of fellow faculty members, administrators, or students.
- d) Serious violations of law which are admitted or proved before a competent court, preventing the faculty member from satisfactory fulfillment of professional duties or responsibilities, or violations of a court order, when such order relates to the faculty member's proper performance of professional responsibilities;
- e) Changes in the University's educational function through action of the Board of Regents and/or the State Regents for Higher Education, which result in the elimination of an academic unit. In such instances the University will make every reasonable effort to reassign affected faculty members to positions for which they are properly qualified before dismissal results from such elimination;*

- f) Financial Exigency;*
- g) Action(s) involving moral turpitude.

*Although not considered severe sanctions, (e) and (f) are proper reasons for dismissal of a faculty member who has tenure or whose tenure-track appointment has not expired.

Suspension of a faculty member or assignment to other duties in lieu of suspension is justified only if immediate harm to the faculty member or to others is threatened by that person's continued performance of regular duties. The faculty member may on request, and at the convenience of the department, be relieved of some professional duties if this is necessary to provide time for the preparation of a defense. Summary suspension does not remove from the University the obligation to provide due process within a reasonable period of time following action. (*The University of Oklahoma Board of Regents' Policy Manual Section 2.3.4.2*)

1. Suspension of a Tenured Faculty Member

The President shall have the authority to suspend any faculty member formally accused of the causes listed above. The President shall notify the Board of Regents of the terms and conditions of the suspension. A faculty member should be suspended only if harm to the faculty or students is imminent or disruption of the educational process is threatened by the faculty member's continuance. During the suspension period, compensation for the faculty member will be continued unless, during the suspension period, the faculty member is convicted of a felony or a crime involving moral turpitude.

2. Dismissal of a Tenured Faculty Member for Cause

Dismissal proceedings shall begin with a conference between the faculty member and the appropriate academic officer. The conference may result in agreement that the dismissal proceedings should be discontinued or that the best interest of the tenured faculty member and the University would be served by the faculty member's resignation. If this conference does not result in mutual agreement, the academic officer will submit a recommendation in writing with rationale to the faculty member and to the VPAA. Within fourteen University business days, the VPAA shall have a conference with the faculty member.

This conference may result in agreement that the dismissal proceedings should be discontinued or that the best interest of the tenured faculty member and the University would be served by the faculty member's resignation.

If this conference does not result in mutual agreement, the VPAA will submit a recommendation in writing with rationale to the faculty member and to the President. If the President concurs with the recommendations for dismissal, the President shall send written notice of pending suspension or dismissal to the faculty member and to the VPAA. The faculty member will be notified by registered mail with a return receipt requested. Every reasonable effort must be made by the President to insure that the communication is delivered to the faculty member without delay.

3. Termination for Cause or Suspension of Non-Tenured Faculty

The termination of employment for cause or suspension of a non-tenured faculty member within an existing contract period shall follow the same procedures and be limited to the same reasons as provided for tenured faculty members who are terminated for cause or suspended. A failure to re-appoint may be without specific or stated cause.

4. Disciplinary Action Other Than Dismissal or Suspension

Disciplinary action affecting the terms of employment taken by the University against a tenured faculty member must be based upon causes stated in this section. Disciplinary action shall begin with a conference between the tenured faculty member and the Department Chair. If as a result of the conference, the academic officer finds that disciplinary action is warranted, a written recommendation for action should be forwarded to the appropriate Dean. If, after review, the Dean decides not to proceed with further disciplinary action, both parties should be notified in writing. If the Dean determines that additional action is warranted, then a conference with the tenured faculty member should be arranged. The Dean may determine that no further action is necessary. If however, additional action is warranted, the faculty member and the VPAA shall be notified in writing within fourteen University business days. The VPAA should arrange for a conference with the faculty member. The VPAA may then determine that no additional action is necessary. However, the VPAA should notify the faculty member in writing if an additional plan of disciplinary action is made. A copy of the disciplinary action should be placed in the faculty member's personnel file.

5. Dismissal of Tenured Faculty for Program Discontinuance or Financial Retrenchment

A faculty member with tenure whose position is terminated based on genuine financial retrenchment, bona fide discontinuance of a program or department, or lack of need for the faculty member's service, will be given five months written notice unless an emergency arises.

Before terminating an appointment because of discontinuance of a program or department or because of other lack of need of the faculty member's services, the University will make reasonable efforts to place affected members in other suitable positions.

If an appointment is terminated because of financial retrenchment or because of discontinuance of a program or department, the released faculty member's position will not be filled by a replacement within a period of two years, unless the released faculty member has been offered reappointment at the previous status.

6. Appellate Committee on Dismissal or Suspension of Tenured Faculty Members

A tenured faculty member who receives notice of suspension or pending dismissal may request and shall be afforded a hearing before the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members. Failure to make a request in writing to the President within fourteen days after receipt of notification shall constitute a waiver by such faculty member of his right to a hearing before the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members. The University

shall institute an Appellate Committee on Dismissal or Suspension of Tenured Faculty Members. The Committee shall not exceed nine tenured faculty members, eight of whom shall be nominated or elected by the faculty governing body of the University and one member appointed by the President of the University. A quorum shall be five members or a majority of qualified members of the Committee. Initially, one half of the elected members shall be elected for twelve months and one half shall be elected for twenty-four months; thereafter, one half shall be elected each year. No member may serve more than two consecutive terms. At least one alternate member of the Committee shall be elected to serve in the event a regular member is unable to serve. If any member of the Committee is an interested party in a case that comes before the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members, said committee member shall not serve on that case.

The incumbent Committee shall serve until the completion of any case pending at the time their term of service expires.

The decision of the Committee will be based on majority vote. The Committee will elect its own chair, who will have the right to vote.

7. Appeal Procedures for Tenured Faculty

After a tenured faculty member has requested a hearing before the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members, service of notice of hearing with specific charges in writing will be made at least twenty days prior to the hearing. The faculty member may respond by waiving the hearing and filing a written brief or the matter may proceed to a hearing. If the faculty member waives hearing but denies the charge or asserts that the charges do not support a finding of adequate cause, the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members will evaluate all available evidence, including testimony and documentary evidence presented by the University and make its recommendation upon the evidence in the record.

- a.** If the faculty member requests a hearing, the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members shall, with due diligence considering the interests of both the University and the faculty member affected, hold a hearing and report its findings and recommendations to the President and to the involved faculty member.
- b.** At hearings before the Appellate Committee on Dismissal or Suspension of Tenured Faculty Members, faculty members and the University shall be permitted academic advisors and/or counsel. A court reporter will be retained by the University to record the proceedings. Parties will pay the cost of a copy of the transcript. The hearing shall be conducted in a closed session.
- c.** The faculty member will be afforded an opportunity to obtain necessary witnesses and documentary or other evidence, and the administration of the University will attempt to secure the cooperation of such witnesses and will make available necessary documents and other evidence within its control. No employee of the University, regardless of position, should be excluded or excused from appearing before the Committee, if he/she is available.

- d. The faculty member and the University will have the right to cross examine all witnesses present. Depositions are admissible whenever a witness cannot appear.
- e. The Committee may conclude by secret ballot: a) that adequate cause for dismissal has been established by the evidence; b) that adequate cause for dismissal has not been established by the evidence, or c) that adequate cause for dismissal has been established, but an academic penalty less than dismissal, including removal of tenure, would be more appropriate. The Committee may make any other recommendations it determines are appropriate. The Committee's findings and recommendations shall be made to the President. The Committee shall send a copy of its findings and recommendations to the affected faculty member.
- f. The President shall notify the affected faculty member of his/her recommendation to the Board of Regents. The faculty member shall have the right to request that the Board of Regents review adverse findings and recommendations of the President. The request must be in writing and filed within fifteen days after the President mailed the notification to the faculty member and to the Board of Regents. If the affected faculty member does not timely request that the Board of Regents review the President's findings and recommendations, the President's determinations become final and binding.
- g. In the event the faculty member submits a timely request to the Board of Regents to review adverse findings and recommendations of the President, the faculty member must indicate whether he/she desires a hearing of all of the evidence of the case; otherwise, the review will be a review of the record of the case. The Board of Regents has the discretion to determine whether the review will be a de novo hearing or a review of the record.
- h. Public statements and publicity about the case by the University will be avoided until the proceedings, including consideration by the Board of Regents, have been concluded.

4.6 POST-TENURE REVIEW POLICY

4.6.1 Purpose

Post-Tenure Review is a periodic peer-based evaluation of tenured faculty for the purpose of guiding career development and, when judged necessary, improving faculty performance. The Post-Tenure Review process is based on and extends the annual evaluation of faculty described in Section 4.3 through two processes: (1) a retrospective review of faculty performance in teaching ~~or librarianship~~, research and creative/scholarly activity; and professional and University service and public outreach, and non-teaching or administrative duties, if appropriate, over the five years preceding the review, and (2) a formative evaluation for future professional growth.

Post-Tenure Review provides a formal opportunity for self-assessment and discussion with peers about professional development. For those faculty whose performance is judged to be below expectations, the evaluation shall lead to the formulation of a professional development plan, the purpose of which is to assist the faculty member to raise his/her level of performance to meet or exceed the expectations for tenured faculty.

Post-Tenure Review is mandatory for all tenured faculty who are reviewed under Section 4.3 unless they have signed an agreement to retire within the two years following the year of the scheduled review or have entered into a formal phased retirement agreement with the University.

Faculty whose primary responsibilities are administrative and whose teaching load is less than 50 percent are exempt from the Post-Tenure review process. Faculty returning to full-time academic faculty status from an administrative position will be subject to the Post-Tenure review policy in the fifth year after returning to full-time academic faculty status unless the faculty member is progression to promotion in rank.

Bearing in mind the value and importance of academic freedom and procedural due process to the well-being and success of the academic community, the University acknowledges and supports in principle the policies and procedures set forth in the AAUP's Standards for Good Practice in Post-Tenure Review. Post-Tenure Review is not a reevaluation of a faculty member's tenure status, nor is it intended as means to effect programmatic change. The Post-Tenure Review process will be carried out in a manner that is consistent with the University's policies on academic freedom and responsibility (Sections 5.1 and 5.3) and faculty evaluation (Section 4.3). Post-Tenure Review will be based on the criteria for annual evaluation established by the faculty of the department and approved by the administration.

4.6.2 Timing of Post-Tenure Review

1. Schedule

Post-Tenure Reviews shall be initiated by the department chair immediately following the completion of the annual faculty evaluation process and shall proceed according to the following schedule.

By March 20: The faculty member shall submit to the Post-Tenure Review Committee the Post-Tenure Review dossier (4.6.4).

By April 15: The Post-Tenure Review Committee shall have reviewed the faculty member's dossier and met with the faculty member to discuss the faculty member's performance. The results of the review along with any recommendations for action shall be conveyed in writing to the Dean, the VPAA, and the faculty member. If the faculty member disagrees with the assessment or recommendation of the Committee, he/she shall have ten working days to submit a rebuttal to the Dean and to the VPAA.

2. Normal Review

Each faculty member shall undergo Post-Tenure Review in the fifth year after the year in which the faculty member is awarded tenure or promotion, whichever is later, and every fifth year thereafter. Annually, the office of the VPAA will identify those faculty members to undergo a normal Post-Tenure Review and establish and publish a time schedule for completing the required steps in the Post-Tenure Review process.

3. Early Review

A Post-Tenure Review shall be initiated earlier than the normal review cycle under the following circumstances:

- a. If the composite or overall rating of a tenured faculty member's performance on the annual evaluation is below expectations (2 or less on a 1-5 scale) for two consecutive years, an early Post-Tenure Review will be initiated immediately as an extension of the annual evaluation. Candidates for early Post-Tenure Review will be identified by the Post-Tenure Review Committee as part of the annual faculty evaluation process and reported to the Dean. However, the Post-Tenure Review Committee may request from the Dean permission to postpone initiation of an early review for one year if, in its opinion, the early review is not justified due to circumstances that the Post-Tenure Review Committee enumerates in its request to the Dean. With the approval of the Dean, the initiation of an early review shall be postponed one year. If the review is postponed and the faculty member is judged to have performed to expectations in this third year, no early review will be required. If performance continues below expectations, the early review will be conducted immediately following the third year annual evaluation.
- b. A tenured faculty member may request an early review for the purpose of professional development. Such reviews are not subject to the mandatory professional development plan (Section 4.6.7).

4.6.3 Post-Tenure Review Committee

The review will be conducted by a Post-Tenure Review Committee composed of four tenured faculty members of the department of equivalent or higher rank as the faculty member undergoing review and the chair of the department with primary responsibility for evaluation of the faculty member, unless another arrangement has been approved in writing by the Dean and the VPAA. In the case that a department has more than four eligible tenured members of equivalent or higher rank, members of the Post-Tenure Review committee will be selected by the Dean in consultation with the faculty member and the eligible tenured members of the department of equivalent or higher rank. In the case that a department has fewer than four tenured members of equivalent or higher rank, additional members will be selected by the Dean in consultation with the faculty member and the eligible tenured members of the department of equivalent or higher rank. In the case of a joint appointment, the second department will be given an opportunity to provide input. In other exceptional cases, as determined by the VPAA, a senior faculty member outside the department but within the school shall be added to the Post-Tenure Review Committee, such member being chosen by the tenured faculty member under review from a list of three candidates selected by the VPAA. The results of the review will be forwarded simultaneously to the Dean and the VPAA. All recommendations for actions must be forwarded to the Dean for approval.

4.6.4 Components of the Review

Post-Tenure Review dossiers shall consist of the following elements:

1. Annual evaluations and mini-vitae for the previous five years. The annual evaluations and the accompanying mini-vitae from the five years previous to the review will constitute the primary sources of information about the faculty member's performance. The Post-Tenure Review will take into account the numerical evaluations (on a scale of 1–5) for effective classroom teaching ~~or librarianship~~; research and creative/scholarly activity; and professional and University service and public outreach; non-teaching or administrative duties if applicable; and the composite

evaluation reflecting the relative weights of the four categories.

2. A self-appraisal by the faculty member being reviewed. A written statement prepared by the faculty member will constitute a central element of the Post-Tenure Review dossier. This statement is intended to serve two purposes: provide a formal opportunity for the faculty member to reflect on his/her professional career and contributions to the University; and serve as a source of information to the Post-Tenure Review Committee to assist in helping the faculty member to develop professionally. In this statement, the faculty member should describe his/her past contributions to the department(s) to which he/she is appointed and to the University, assess the current state and direction of his/her career, and discuss what he/she has planned professionally for the next five years. This self-appraisal should include an evaluation of his/her past performance in the areas of teaching ~~or librarianship~~, research and creative/scholarly activity; and professional and University service and public outreach, and non-teaching or administrative duties, if applicable; a statement of professional goals for the next five years; and an explicit discussion of how achieving those goals will advance his/her professional career and contribute to achieving the goals of the department(s) to which he/she is appointed and the University as a whole. This document is not intended to be a contract but only a source of information to the Post-Tenure Review Committee to assist it in helping the faculty member to develop professionally.
3. The faculty member's current complete curriculum vitae.
4. Sabbatical leave reports. The report of activities and accomplishments of any sabbatical or other leaves that occurred during the interval being reviewed should also be included.
5. Post-Tenure Review Evaluations. A copy of the evaluations by the Post-Tenure Review Committee from the faculty member's previous Post-Tenure Review(s), if any.
6. Final Reports. A copy of previous professional development plans, if any.

In the course of the review, the faculty member shall have the opportunity to meet with the Post-Tenure Review Committee to discuss these documents and offer additional input.

4.6.5 Performance Expectations

Faculty members are expected to perform in all applicable categories of the annual evaluation and achieve a composite evaluation of higher than 2 on a criterion-referenced scale of 1-5. The criteria should be specified in the approved evaluation criteria of the department(s) to which the faculty member is appointed. As required under Section 4.3, academic departments should communicate carefully and clearly to their faculty the specific criteria for evaluation that are used for the basis of the annual evaluation.

When and only when a faculty member's five-year average composite evaluation is 2 or lower the faculty member shall be required to develop and participate in a professional development plan as described in Section 4.6.7.

4.6.6 Feedback

All faculty members undergoing Post-Tenure Review will be provided with written and verbal feedback about how they are developing as professionals and how the Post-Tenure Review Committee evaluates the professional goals of the faculty member in relation to the goals and mission of the department and the University. Within thirty days of receiving the faculty member's dossier, the Post-Tenure Review Committee will provide the faculty member with a written evaluation of his/her past performance, current status, and future professional goals.

4.6.7 Professional Development Plan

A professional development plan is intended to assist a faculty member whose performance is not meeting expectations to bring his/her performance up to the expected level. Participation in a professional development plan is mandatory for faculty members who, during Post-Tenure Review, are found not to meet the expectations for faculty performance, as described in Section 4.6.5. Other faculty members may request, from the Post-Tenure Review Committee, permission to participate in a professional development plan on a voluntary basis to assist in their professional development. Voluntary professional development plans are not subject to the sanctions described in Section 4.6.8 and shall not alter the cycles of the normal and/or early review or otherwise affect those processes.

1. Process

The professional development plan shall be prepared cooperatively between the faculty member and the Post-Tenure Review Committee.

By May 1: The faculty member shall meet with the Post-Tenure Review Committee to discuss the results of the review and identify areas that should be addressed in the Professional Development Plan.

By September 1: The faculty member shall prepare a draft of the plan and submit it to the Post-Tenure Review Committee.

By September 15: The Post-Tenure Review Committee must prepare a final plan in negotiation with the faculty member and submit it to the Dean for approval. Should the faculty member disagree with the final plan prepared by the Post-Tenure Review Committee, he/she may write submit a written appeal to the Dean along with the plan, setting forth the reasons disagreement.

By October 1: The Dean must notify the faculty member and the Post-Tenure Review Committee, in writing, as to whether or not the final plan is approved. If the plan is not approved, the faculty member and the Post-Tenure Review Committee must be notified in writing of the reasons for the non-approval and the process described above shall be repeated until approval is obtained. Approval must be obtained by **November 1**.

Following approval of the plan, the Post-Tenure Review Committee must meet with the faculty member and explain both the contents of the plan, including the expected time-line, and the consequences to the faculty member of failure to attain the goals of the plan. Reasonable University resources to support implementation of professional development plans will be provided by the VPAA and the Dean. A faculty member shall have the two full annual evaluation cycles following the date the plan is approved

to accomplish the goals of the plan and to bring his/her performance up to expected standards.

2. Content of the Plan

The professional development plan shall include the following components:

- a. Goals and expectations.
- b. Proposed activities.
- c. A time-line for the plan.
- d. Resources that will be made available to the faculty member to assist with completion of the plan.
- e. An explanation of the consequences of failure to attain the goals of the plan. (This provision is not applicable for a voluntary professional development plan.)
- f. Signatures of the faculty member, the Post-Tenure Review Committee members, and the Dean, verifying an understanding of the plan.

3. Monitoring, Follow-up, and Final Report

Formal written evaluation of the faculty member's progress towards meeting the goals of the professional development plan will take place as part of the annual evaluations of the faculty member following the implementation of the plan. Since less than a year will have elapsed between the implementation of the plan and the next annual faculty evaluation, that evaluation and the subsequent annual evaluation shall be used by the Post-Tenure Review Committee as opportunities to provide written feedback to the faculty member on his/her progress in meeting the goals of the plan. The final assessment of the faculty member's progress in meeting the goals of the plan shall occur during the third annual faculty evaluation after implementation of the plan. Following this third annual evaluation, a written report will be issued by the Post-Tenure Review Committee to the faculty member, with copies to the Dean explaining the outcome of the plan.

Failure of the faculty member to meet the goals specified in the plan and to bring his/her performance up to the level expected may lead to the recommendation for dismissal of the tenured faculty member, as defined in Section 4.5.6. The results of the professional development plan, including, without limitation, the final report, shall be relevant evidence in such a proceeding. In the proceeding, the University retains the burden of persuasion to show cause, as defined by the Faculty Handbook, provided nothing in this policy shall be construed to limit or restrict the University's authority to undertake the dismissal or suspension of a tenured faculty member as set forth in Section 4.5.6.

Alternative actions may be negotiated and implemented with approval of the Dean and the VPAA and may include, but are not limited to:

- a) resignation
- b) retirement

4.6.8 Review of the Post-Tenure Review Policy and Procedures

The above Post-Tenure Review policy will be jointly reviewed by the Faculty Senate and administration at least every five years with respect to its effectiveness in supporting faculty development and redressing problems of faculty performance, the time and cost of the effort required, and the degree to which in practice it has been effectively cordoned off from disciplinary procedures and sanctions.

4.7 PERSONNEL RECORDS

An official personnel file will be maintained for all faculty members in the Human Resources Office and the appropriate Academic Dean's office. No other personnel files will be kept. The purpose of the file is to provide documentation supporting actions involving the faculty member. Personnel files shall not ordinarily contain political, social, or personal information without the permission of the faculty member. The faculty member may request to add or delete material from his/her file. If this request is denied, the proper grievance procedure may be followed (See Appendix G). Control of the personnel files will remain with the Human Resources Office or the appropriate Dean's office and access to the files will be supervised by personnel staff or the Dean's staff. Files may not be removed from the Human Resources Office or the Dean's office without written permission of the President. The personnel file will include, but not be limited to, the following:

4.7.1 Human Resources Office

1. Vita providing information relating to the faculty member's academic and professional credentials and accomplishments. It is the responsibility of the faculty member to insure that accurate and official documents are provided for the file.
2. Personnel information including a Statement of Appointment Status that is updated by the Dean following any change of appointment status and which must be signed by the faculty member to verify that the faculty member has been officially notified of the change.
3. All personnel actions requiring the Board of Regents' approval.

4.7.2 Academic Dean's Office

1. Detailed evidence of academic and professional credentials will be maintained in the appropriate school's Academic Dean's office.
2. Summary copies of ratings and evaluations of the faculty member made by students and/or supervisors and the formal recommendations made by committees to the department chair or higher authorities concerning any personnel action. Copies will be maintained of all non-reappointment notices, reappointment notices, promotion

actions, and tenure actions.

4.7.3 Access to Personnel Files

Personnel files are available only to the individual faculty member, any appropriate appeals committee in order to accomplish its duties, and those personnel who have a "need to know" in the performance of their official duties as determined by the VPAA. The President, the Board of Regents, and their staffs shall also have access to these files.

The faculty member may authorize, by written statement to the VPAA, access to the file by a person not indicated in this section. In addition, the University may permit access to personnel records to comply with lawful requests of federal or state agencies or in legal proceedings. The University shall comply with all applicable privacy laws, including the Oklahoma Open Records Act, 51 O.S. § 24A.7, and 74 O.S. § 840-2.11.

4.8 DETERMINATION OF SALARIES

4.8.1 Faculty Salary

1. Initial Salary

A faculty member's initial salary is based upon various factors including, but not limited to, (1) the applicant's educational preparation and professional experience, (2) the proposed assignment, and (3) market conditions. The University strives to maintain faculty salaries at levels that attract well-qualified applicants.

2. Salary Increases

a. Professional Accomplishments

Merit salary increases are given in recognition of the faculty member's development and professional accomplishments as determined by the faculty appraisal system.

b. Salary Increase on Promotion

A promotion in rank may be accompanied by a salary increase of a fixed amount. The amount, determined by the administration and subject to the approval of the Board of Regents, is to be reviewed periodically and changed if conditions warrant. If because of financial constraints the University is unable to grant the salary increase at the time a faculty member is promoted in rank, the individual's salary shall be increased as soon as is feasible.

c. Salary Increase on Receipt of Doctorate

Completion of a doctorate may be accompanied by a salary increase of a fixed amount. Such salary increases may not be effective prior to the effective date of the next academic year contract unless the current contract includes a contingency clause authorizing the specific amount of the increase. The amount, determined by the administration and subject to the approval of the

Board of Regents, is to be reviewed periodically and changed if conditions warrant. If because of financial constraints the University is unable to grant the salary increase at the time a faculty member completes a doctorate, the individual's salary shall be increased as soon as is feasible.

4.8.2 Department Chair and Dean Salary

The total salary for department chairs and Deans is composed of two elements: (1) a faculty salary and (2) added compensation for duties of the office. The faculty salary is determined by consideration of factors stated above. The amount of added compensation is determined by the administration. The amount for each element is to be stated in the notice of appointment or reappointment.

4.9 SEVERANCE

Several reasons can exist for the University or the individual faculty member to sever their professional relationship. Actions and behavioral occurrences in current or previous appointment years may be considered in personnel decisions where a pattern of unacceptable deviation becomes apparent to concerned administrators. The various types of severance are defined, and the policies and procedures related to each category are given.

4.9.1 Resignation

A faculty member who proposes to resign shall notify the department chair in writing as early as possible. Once a faculty member's resignation is accepted and approved, it is the faculty member's responsibility to follow the appropriate check-out procedure. Forms detailing this procedure are available from the Business Office and must be completed and filed in order for final salary payment to be made.

4.9.2 Dismissal

Dismissal is a severance action by which the University terminates the appointment of any faculty member before the end of the period of appointment. The appointment of a faculty member may be terminated for one or more of the following reasons:

- a. Financial exigency,
- b. Discontinuance of, or a change in, the educational program or department, or
- c. Reasonable cause as defined for tenured faculty members in Section 4.5.6.

4.9.3 Financial Exigency

Termination of a faculty member for financial exigency shall occur only when the University is in a state of financial crisis brought about by an Education and General part 1 budget allocation to the University that would (1) necessitate the elimination or reduction of existing instructional programs; (2) necessitate the termination of employment or reduction in compensation for permanently employed faculty or staff prior to the normal expiration of their contract or appointment; or (3) seriously erode the quality of any existing program. Any termination of employment as a result of financial exigency shall adhere to the provisions of

Section 4.9.4.

4.9.4 Discontinuation of or a Change in the Educational Program or Department

Termination of a faculty member because of a discontinuance of, reduction in, or change in the educational program or department means that the faculty member's appointment is terminated and the faculty member dismissed only because of the change in the educational program or department and for no other reason.

Any change in an educational program or department that would result in severance of faculty must have been subjected to proper review procedures as required of other changes in educational programs or departments. After the decision has been made by the University's administration to discontinue or change the educational program or department to the extent that fewer faculty members are needed in a degree program, academic department, or a major element thereof, the department chair will convene the department/school personnel committee to make recommendations. If the department/school personnel committee cannot make an appropriate recommendation, it may decline to make any recommendation at all.

The recommendations (if any) of the department/school personnel committee, together with the rationales, are forwarded to the department chair.

The department chair will submit a recommendation with rationale and the recommendations of the department/school personnel committee to the Dean.

The Dean will submit a recommendation with rationale and the recommendation of the department chair and the department/school personnel committee to the VPAA.

The VPAA shall review and consider the recommendations for dismissal and may seek such further advice and counsel as he shall deem appropriate. If the VPAA decides to recommend the termination of any appointments, he shall notify each affected faculty member in writing of the decision. The letter shall be sent by certified mail and shall inform the faculty member of the provisions for formal review of the decision and shall state that the faculty member may provide to the VPAA a written statement that the adequacy of the process through which the decision was made will be examined through the grievance procedure within twenty days of the receipt of the letter. The date of notification of intent to grieve becomes the initiation date of the grievance.

A recommendation to the President derived from the grievance procedure shall be advisory only, and the President shall make all final decisions regarding recommendations for termination to the Board of Regents. The following guidelines shall be followed for termination of employment due to the discontinuance of or change in an educational program or department.

- a. Untenured faculty should be terminated before tenured faculty,
- b. Academic rank should be respected,
- c. Seniority within academic rank should be respected, and
- d. Equal opportunity guidelines should be observed.

Tenure, academic rank, and seniority shall be considered within academic departments or major elements thereof.

In those instances where termination is recommended, the terminated faculty member will be given a statement of information upon which the decision was based. The written notice of termination given to the faculty member shall state the effective date of termination. Efforts should be made to give as much advance notice as possible, consistent with the decision to change or delete the program or department. Employment in some other part of the University should be offered whenever reasonably possible.

In the absence of unusual circumstances, in any case of termination of tenured faculty because of a discontinuance of or change in an educational program or department, the position of the terminated faculty member may not be filled for a period of two years unless and until the released faculty member has been offered reinstatement and a reasonable period of time (usually 30 days) to accept it. (See Section 4.5.6.5.)

SECTION 5

FACULTY RIGHTS AND RESPONSIBILITIES

5.1 PROFESSIONAL ETHICS

In accepting a position with Cameron University, each faculty member obligates himself/herself to preserve and promote the good of the University; to support its ideals, policies, and regulations; and to adhere to its policies, regulations, and procedures as well as those of the Board of Regents. Responsible criticism of University policies and procedures, however, has a place in faculty meetings, in discussions with administrative officers of the University, and in other appropriate places where it will serve a constructive purpose.

Cameron University endorses the following statement on professional ethics. Adopted by the American Association of University Professors in 1966 and updated in 1987, it expresses well the ethical obligations of faculty members to their profession and their colleagues.

The Statement

1. Professors, guided by a deep conviction of the worth and dignity of the advancement of knowledge, recognize the special responsibilities placed upon them. Their primary responsibility to their subject is to seek and to state the truth as they see it. To this end professors devote their energies to developing and improving their scholarly competence. They accept the obligation to exercise critical self-discipline and judgment in using, extending, and transmitting knowledge. They practice intellectual honesty. Although professors may follow subsidiary interests, these interests must never seriously hamper or compromise their freedom of inquiry.
2. As teachers, professors encourage the free pursuit of learning in their students. They hold before them the best scholarly and ethical standards of their discipline. Professors demonstrate respect for students as individuals and adhere to their proper roles as intellectual guides and counselors. Professors make every reasonable effort to foster honest academic conduct and to ensure that their evaluations of students reflect each student's true merit. They respect the confidential nature of the relationship between professor and student. They avoid any exploitation, harassment, or discriminatory treatment of students. They acknowledge significant academic or scholarly assistance from them. They protect their academic freedom.
3. As colleagues, professors have obligations that derive from common membership in the community of scholars. Professors do not discriminate against or harass colleagues. They respect and defend the free inquiry of associates. In the exchange of criticism and ideas professors show due respect for the opinions of others. Professors acknowledge academic debt and strive to be objective in their professional judgment of colleagues. Professors accept their share of faculty responsibilities for the governance of their institution.
4. As members of an academic institution, professors seek above all to be effective teachers and scholars. Although professors observe the stated regulations of the institution, provided the regulations do not contravene academic freedom, they maintain their right to criticize and seek revision. Professors give due regard to their paramount responsibilities within their institution in determining the amount and

character of work done outside it. When considering the interruption or termination of their service, professors recognize the effect of their decision upon the program of the institution and give due notice of their intentions.

5. As members of their community, professors have the rights and obligations of other citizens. Professors measure the urgency of these obligations in the light of their responsibilities to their subject, to their students, to their profession, and to their institution. When they speak or act as private persons, they avoid creating the impression of speaking or acting for their college or university. As citizens engaged in a profession that depends upon freedom for its health and integrity, professors have a particular obligation to promote conditions of free inquiry and to further public understanding of academic freedom.

5.2 POLICIES CONCERNING DISCRIMINATION

1. It is the policy of Cameron University not to discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, gender expression, age, religion, political beliefs, disability, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and education services.
2. Cameron University is committed to providing an environment of study and work free from all forms of gender-based harassment, exploitation, or intimidation and to ensuring the accessibility of appropriate grievance procedures for addressing all complaints regarding gender-based discrimination. Any such activity committed by a member of the University community may subject the individual to University sanctions as well as civil and criminal penalties. This policy covers unwelcome conduct of a sexual nature. Consensual romantic relationships between members of the University community are subject to other University policies. Cameron University employees have a responsibility for maintaining high standards of honesty, integrity, impartiality, and conduct in employment relations.
3. Refer to Section 10 – Federal Compliance Policies in the Employee Handbook for a complete description of university policies on sexual harassment, sexual assault, racial and ethnic harassment, discrimination, disabilities, and substance abuse. For cases involving gender-based misconduct involving students, refer to the Cameron University Gender-Based Misconduct Policy for Students.

5.3 TEACHING RESPONSIBILITIES

A faculty member is expected to meet his/her classes at all scheduled times and in scheduled places, to be prompt in beginning and dismissing his/her classes, and to administer final exams only at the appointed hours. In the event that a faculty member finds it necessary to be absent from a scheduled class meeting, he/she has a responsibility to make arrangements for the class and to notify his/her department chair so that arrangements relating to his/her absence can be made. A student is ultimately responsible for meeting the learning objectives of each course in which he/she is officially enrolled. However, a faculty member must define and quantify attendance standards, procedures for verifying unavoidable absences, and methods of dealing with missed assignments and examinations in his/her course syllabus. Unavoidable absences as a result of personal illness, the death of an immediate family member, military service, University athletic and academic commitments, and court-imposed legal obligations are inevitabilities of life and should be judiciously considered when developing course attendance policies.

A faculty member is expected to adhere to all written Cameron University policies and regulations, as well as those of the Board of Regents.

5.4 ADVISEMENT

Academic advisement of students is an important function of faculty members at Cameron University. The faculty member interprets University policies and regulations applicable to students and should be familiar with his/her department's courses and the General Education requirements as well as courses of study in other departments. The University will provide all faculty members with copies of Cameron University regulations, policies, and departmental recommendations concerning individual courses.

5.5 FACULTY AVAILABILITY

A faculty member's responsibilities to students and to his/her own professional growth require that he/she devote an appropriate number of hours to his/her profession. It is deemed necessary that each faculty member be available to students in his/her office at regularly scheduled hours each week. These office hours should be prominently advertised (to include posting on the exterior office door of each faculty member) and should be kept by each faculty member as faithfully as he/she meets his/her classes. The number of required office hours per week will be determined within each departmental unit by the department chair in consultation with faculty. In scheduling these hours, a faculty member shall give serious consideration to student convenience.

5.6 ASSIGNMENT POLICY

Faculty assignments include four general components: (a) teaching, (b) research and creative/scholarly activity; (c) and professional and University service and public outreach, and (d) performance of non-teaching/administrative duties/assignments, if applicable. The portion of the total assignment allocated to each component may vary significantly among the faculty of a department or school; however, Deans and department chairs are charged with the responsibility for establishing equitable total assignments. Assignments are based on the following guidelines:

1. A full-time faculty member should generally carry a teaching load of twenty-four hours per academic year. A uniform distribution of load between the fall and spring semesters is typical but other load distributions are allowable. An individual faculty member may make requests for an alternative load distribution to the Chair. Any alternative load distribution must be approved by the Chair and Dean.
2. At the discretion of the chair in consultation with the Dean, a full-time non-tenure track regular faculty member may carry a teaching load of fifteen hours per regular semester.
3. Graduate courses shall have a teaching load computed at a ratio of three graduate load hours as equivalent to four undergraduate load hours.
4. Faculty members teaching twelve or more undergraduate hours may be allowed to teach one overload class per semester.
5. Faculty members may accept an additional overload assignment of up to three load hours per semester for either research and creative/scholarly activity; and professional and University

service and public outreach. Off-campus Educational Outreach courses may be considered service assignments when taught as overload assignments.

6. Department chairs will be allowed to teach one overload class per year with the permission of the appropriate Dean. Department chairs are allowed to accept one additional overload assignment per year for research and creative/scholarly activity; and professional and University service and public outreach.

5.7 APPOINTMENTS AND SALARIES

1. **Regular Term.** Regular full-time teaching faculty appointments shall be for a period of service of nine months. (See also Section 4.1.) Holidays include those days designated by the President. All other leaves must be officially approved by the department chair and Dean.

Compensation for a faculty member shall be a salary as stipulated in his/her annual appointment by the Board of Regents and applicable fringe benefits as approved by the Board of Regents. Salaries for Regular Faculty appointments shall be paid in twelve equal installments on the last day of the month starting with the month services were performed.

2. **Salary Recommendations.** The salary for an individual faculty member shall be recommended by his/her department chair to the Dean. The department chair shall consult with the faculty member and apprise him/her of the salary to be recommended and the basis for such recommendation. Salary recommendations shall be made consistent with the faculty member's annual evaluation. The basis for the department chair's recommendation shall include consideration of "Cost of Living Adjustment" (COLA), any directed University-wide salary increase, adjustments for purposes of equity, and any merit raise. The faculty member may reply in writing to the department chair concerning the salary recommendation. This response, along with the department chair's recommendation, shall be forwarded to the Dean. After considering the department chair's recommendation and any response from the faculty member, the Dean will make a recommendation concerning the faculty member's salary.

Compensation of an individual faculty member may be lowered only as a result of (1) a change of assignment or (2) financial emergency on the part of the University when, to solve the emergency, the University adjusts compensation of employees. Reduction in compensation under these conditions may not be grieved or appealed and is not to be construed as a sanction or severe sanction.

3. **Summer Term.** Regular faculty appointments for the summer term shall be for a period of service not exceeding nine weeks. Faculty service shall commence no more than two working days before the first day of summer classes and end no later than two working days following the last day of classes. (See also Section 4.1.6.)
4. **Overload Compensation.** Faculty shall be paid overload compensation at a predetermined rate for teaching a class above a full teaching load. Overload compensation may not be paid for a portion of a class.

Acceptance of overload is at the faculty member's discretion.

5.8 PROFESSIONAL DEVELOPMENT

A faculty member at Cameron University is expected to remain active professionally by being involved, on a continuing basis, in professional growth and development activities. Professional growth and development activities include, but are not limited to:

- 1. Scholarship (as defined in Section 5.9).**
- 2. Attendance and/or participation at professional meetings.**
- 3. Activities designed to improve professional competence.**
- 4. Participation in seminars and similar activities.**
- 5. Participation in Cameron University in-service development sessions.**

Time for these activities is provided by the University to enable faculty members to discharge their other responsibilities.

Special leaves for professional growth and development activities may be granted by the VPAA with approval of the President.

6. Sabbatical Leave

a. Purpose

Sabbatical leaves of absence are among the most important means by which an institution's academic program is strengthened, a faculty member's teaching effectiveness enhanced, and scholarly usefulness enlarged. The major purpose is to provide opportunity for continued professional growth and new or renewed intellectual achievement through study, research, writing, and training.

However, a faculty member does not automatically earn a sabbatical leave. Instead, it is an investment by the University in the expectation that the sabbatical leave will significantly enhance the faculty member's ability to contribute to the objectives of the University. There should be a clear indication that the improvements sought during a sabbatical will benefit the work of the faculty member, department, school, and the University. Only sabbatical leave proposals that meet this criterion will be accepted and approved by the University. Sabbatical leaves are supported as an investment in the future of the faculty member and the future of the faculty member's students at the University.

The purposes for which a sabbatical leave may be granted may include:

- 1. Research on significant problems and issues.**
- 2. Important creative or descriptive work in any means of expression; for example, writing or painting.**
- 3. Postdoctoral study at another institution to update teaching skills.**
- 4. Other projects satisfactory to the University.**

It should be demonstrated that such work cannot occur as effectively during the regular work schedule of the faculty member.

Normally the University will not grant a sabbatical for the purpose of pursuing work on the terminal degree in the faculty member's academic field.

Adherence to the plan submitted by the faculty member is expected. Within two months of returning from leave, the faculty member shall submit to the VPAA, through the department chair and the Dean, a report of activities undertaken, which will be used in evaluating future applications for sabbatical leaves.

A faculty member who is on sabbatical leave shall not be penalized on matters of salary consideration. The report on the sabbatical will be used in consideration for merit raises in subsequent years.

b. Eligibility

1. To qualify for a full sabbatical leave, a faculty member must have been employed at Cameron University as a full-time faculty member for twelve regular academic semesters.
2. To qualify for a proportional sabbatical leave with proportional remuneration, a faculty member must have been employed at Cameron University as a full-time faculty member for at least four regular academic semesters.
3. After having been granted a sabbatical leave, a faculty member shall become eligible for an additional sabbatical leave by again meeting the qualification standards listed above. The counting of semesters of full-time employment to qualify for an additional sabbatical leave shall begin with the first regular academic semester that the faculty member is employed at Cameron University as a full-time faculty member following the completion of the earlier sabbatical leave.

c. Full Sabbatical Leave Plans

There are three full sabbatical leave plans open to all eligible faculty members:

1. Two regular academic semesters at one-half salary.
2. One regular academic semester at full salary.
3. A summer academic session at 15 percent of the previous academic year's salary.

A faculty member or administrator shall make formal application for a sabbatical leave which includes the reasons for requesting the sabbatical leave, the activities planned during the sabbatical, and a schedule of the use of time while on the sabbatical leave. The application should be submitted to the VPAA through the appropriate department chair and dean with each party making a recommendation for approving or disapproving the request. The application and all recommendations must be received by the VPAA before February 1 of the academic year prior to the requested sabbatical leave.

The VPAA will forward a recommendation to the President by February 15. Upon receiving a recommendation from the VPAA, the President decides either to approve or disapprove the request. If approved, the recommendation is forwarded to the Board of Regents, normally at the March meeting. The President informs the VPAA of the decision. In turn, the VPAA notifies the Dean, the department chair, and the faculty member in writing.

d. Salary

The academic year salary for the proposed period of sabbatical leave is to be determined as if the faculty member were not going on leave, and the sabbatical leave salary is to be based thereon.

1. When the faculty member having received a sabbatical leave returns to Cameron University as a full-time faculty member, his/her academic year appointment salary shall be at least equal to the amount that would have been received during the sabbatical leave, plus normal raises and fringe benefits granted to faculty members of comparable qualifications, rank, assignments, and seniority.
2. Merit raises may be considered in determining these salaries.

e. Obligations

1. Sabbatical leave obligates the recipient to follow a program consistent with the purposes and conditions for which the sabbatical leave is granted.
2. Acceptance of a sabbatical leave from Cameron University by a faculty member entails an obligation by the faculty member to serve the University for at least four regular academic semesters following the completion of the sabbatical leave. If the faculty member fails to fulfill this obligation, he/she must repay the University the proportionate fraction of salary and benefits received while on sabbatical leave. This is a legally enforceable obligation.
3. Application for a sabbatical leave must be initiated by the faculty member. Approval requires a positive recommendation by the department chair, the Dean, the VPAA, and the President and authorization by the Board of Regents. An application consists of (1) a statement of purposes, (2) a program of activities including a schedule when appropriate, and (3) any documentation deemed necessary by the University to establish the feasibility of the program of activities.

7. Leaves of Absence Without Pay for Professional Growth and Development

A faculty member may receive a leave of absence without pay for professional growth and development upon recommendation of his/her department chair and Dean, and approval by the VPAA, the President, and the Board of Regents. Leaves of absence without pay for professional development are normally granted for periods of up to one year. Extensions of such leaves may be granted by the President if circumstances warrant.

The extent to which years spent on leaves of absence without pay for professional growth and development will count as years of service relative to promotion, tenure, and salary will be

determined by mutual agreement between the faculty member and the VPAA prior to evaluation of the faculty member for such personnel actions. Written statements of such agreements are issued by the VPAA and maintained in the faculty member's personnel file.

8. Other Leaves With Pay

- a. Annual Leave.** Twelve-month faculty members will earn annual leave at the rate of one and two-thirds days per month (20 days per year) and may accrue up to forty days of annual leave. All employees are encouraged to take annual leave and may not accrue more than forty days of annual leave.

Annual leave is scheduled at the convenience of the University as determined by the faculty member's supervisor. Processing of annual leave transactions shall be made on forms provided by the Business Office. Annual leave may not be taken in advance of its accumulation.

Annual leave shall accrue from the date of employment and shall continue to accrue during any period of leave of absence with pay. Upon termination of employment under satisfactory conditions, an employee will be paid for unused annual leave at the earliest regular pay period following termination. Such payment will be based on the employee's rate of pay at the time of termination. It will not include credit for University holidays falling within the terminal pay period.

- b. Emergency Leave.** A paid leave of up to four consecutive working days for personal emergencies may be granted by a faculty member's supervisor with the concurrence of the Dean and the VPAA.
- c. Military Leave.** Cameron University supports the reserve components of the national defense agencies and the men and women who serve in them. To this end, Cameron University employees who are members of the National Guard or military reserve shall be granted up to twenty calendar days of military leave for active service during any military fiscal year with pay and without any loss of status or efficiency rating. Cameron shall comply with all state and federal law regarding military leave and pay.
- d. Sick Leave.** The faculty and administration of Cameron University are committed to providing quality educational experiences to the students who attend the University. The University pledges to provide competent and motivated faculty to guide and instruct each course. From time to time, faculty members will be unable to attend class due to personal illness or temporary disability of the faculty member or a member of the immediate family (refer to the Employee Handbook Section 9.3). The employee or his/her representative must provide timely notification to the supervisor upon return to work and must report sick leave on the appropriate forms. In order to accommodate the faculty member's leave requirements while maintaining the University's commitment to its students, Cameron University has instituted a flexible sick leave policy which incorporates the following guidelines:
- 1.** Full-time faculty shall accrue sick leave at the rate of one and one-half days per month during any employment period until a maximum of one hundred eighty days shall have been accrued.

2. During illnesses of short duration, generally not exceeding two consecutively scheduled class meetings, classes of the affected faculty member may be dismissed.
 3. During illnesses of longer duration, but those that still are temporary in nature, the teaching and other essential duties of a faculty member may be performed by his/her qualified colleagues who agree to do so, with no reduction in pay for the ill faculty member other than a reduction in sick leave balance and no increase in compensation for those who assume additional duties. This situation shall continue until the department chair or substituting faculty shall conclude it is no longer appropriate.
 4. If the illness is projected to be of such duration as to require the designation of another person or persons to perform the teaching or other essential duties of a faculty member, the department chair shall formulate and present to the Dean a recommendation for assignment of such duties to existing faculty as overload, or the appointment of adjunct faculty to perform them. The Dean shall consider the recommendation and forward it with any supplemental or contrary recommendation to the VPAA, who shall make a final judgment on the matter. During such period, overload or adjunct compensation shall be paid to the substituting faculty according to the approved plan.
 5. Sick leave benefits shall be paid at the faculty member's current rate of pay and shall be administered in a non-discriminatory manner. While a maximum of one hundred eighty days may be accrued and available for use, a lesser amount may be used if the faculty member qualifies for long-term disability. Medical certificates may be required from the faculty member in connection with this sick leave policy. Any reciprocity among state institutions required by Oklahoma law shall be allowed.
- e. **Special Leave.** Any faculty member who is called to serve as a juror or who is subpoenaed as a witness in a proceeding in which he or she is not a party shall be granted leave with pay to attend such proceedings. Any fee paid by the court in connection with the appearance may be retained by the employee. This provision shall not apply to faculty members who are parties to litigation, unless as a result of their employment. This provision shall not apply to faculty who are testifying as expert witnesses. In such instances, faculty are required to take paid leave or, with the approval of the President, leave without pay.

9. Other Leaves

Faculty may request adjustment of their status with the University or short-term leaves of no more than four consecutive working days to manage personal affairs by presenting an application to their department chair for consideration. Included in this category of leave are absences relating to service commitments such as volunteer work, participation in non-profit events, and other absences as recommended by the department chair. The department chair will evaluate the request and give particular attention to the staffing requirements of the department including the disposition of classes and other duties before making a recommendation to the Dean. The Dean will evaluate the application and the department chair's recommendation and submit a recommendation to the VPAA addressing the best interests of the department, the school, any affected students, and the faculty member. The

VPAA will make a final recommendation on the application to the President. Salary compensation will be adjusted for such leaves or adjustments to status exceeding four consecutive working days and may be adjusted for leaves of lesser duration if the leave results in additional expense to the University.

Family and Medical Leave: Eligible employees may take unpaid family and medical leave in accordance with the Family and Medical Leave Act of 1993, and applicable state law and University policy.

5.9 SUPPORT FOR SCHOLARSHIP AND INSTRUCTIONAL INNOVATION

The University recognizes research and creative/scholarly activities to include the discovery of knowledge, the integration of previously discrete but established facts and concepts, new applications of knowledge, and the scholarship of teaching. The view of the University is that acquisition of knowledge occurs as a result of research, synthesis, practice, and the analysis of teaching and that the University's institutional mission requires all of those facets of scholarship to be supported and rewarded.

1. The Cameron Research, Innovative Instructional and Faculty Development Grant Fund supports research and creative/scholarly activities consistent with the University's mission.
 - a. Research Grant funding supports projects undertaken by faculty, staff, and faculty-sponsored students to enhance the acquisition of knowledge through research (scholarship of discovery), synthesis (scholarship of integration), practice (scholarship of application), or the analysis of pedagogy (scholarship of teaching). Primary consideration will be given to those projects in an academic discipline or program or in conjunction with institutional research and development. Normal academic requirements for a course or a degree will not be funded. Ordinarily, funds will not be approved for travel to professional meetings or to support typing research papers. Proposals are reviewed by the Cameron University Research Committee. The Vice President for Academic Affairs provides final approval for these grants.
 - b. Innovative Instructional Grants funding supports efforts by faculty and staff members to improve classroom, laboratory or library instruction and instructional support services. This grant is aimed at the implementation of new and emerging technologies in the classroom especially facilitating online or ITV delivery. Primary consideration will be given to projects concerned with direct classroom, laboratory or library applications. Proposals may include equipment purchases and requests for travel, as long as the equipment or travel will directly contribute to the innovative aspects of the project. Standard school/department equipment purchases or faculty development travel, including travel to professional meetings, will not be funded. Proposals are reviewed by the Cameron University Teaching and Learning Committee. The Vice President for Academic Affairs provides final approval for these grants.
 - c. Faculty Development Grant funding supports efforts by faculty or groups of faculty to acquire new pedagogical techniques/information in their field or in learning a discipline not primary to their field especially facilitating online or ITV delivery, emphasize cross-disciplinary activities, and significantly impact courses which are in place or in development. Primary consideration will be given to proposals that are in line with Cameron University's initiatives and allow for the sharing of resources or relevant knowledge on campus. Proposals are reviewed by the Cameron University Faculty

Development Committee. The Vice President for Academic Affairs provides final approval for these grants.

2. A faculty member may request release time from his/her regular teaching load in relation to a proposed research project. Requests for release time must be approved by the faculty member's department chair and dean.
3. Faculty, staff and student support funds are also available through the Cameron University Endowed Lectureships program.

5.10 CONFLICTS OF INTEREST POLICY

5.10.1 Purpose of Policy

This policy addresses situations where there might be a potential financial conflict between a particular outside interest of a faculty or staff employee and the obligation that the employee owes to the University such that an employee's profit or advantage may come, or reasonably appear to come, at the expense of the well-being of the University.

The purpose of this policy is to aid in identifying apparent, actual, and potential conflicts of interest and assuring that such conflicts do not improperly affect the activities or professional conduct of the University or its employees. It is not the intent of this policy to restrict legitimate work appropriate to the employee's profession or discipline, but only to provide the University with authority to take action that is appropriate, proportionate, and focused on substantial conflicts of interest that compromise an employee's professional judgment.

5.10.2 Statement of General Policy

The University is a public institution committed to the mission of teaching, research and creative/scholarly activity, and professional and University service and public outreach. To these ends, the University balances an assortment of principles: maintaining an atmosphere that promotes free and open scholarly inquiry; facilitating the transfer of information and technology for the benefit of the public; and serving as a prudent steward of public and private resources entrusted to it. Faculty and staff have a primary commitment to their basic University duties of teaching, research and creative/scholarly activity, professional and University service, and public outreach. These basic duties often limit outside activities. As a result, professional and personal activities may present financial conflict of interest situations, which should be evaluated under the auspices of this and other applicable policies.

Employee participation in outside professional, commercial, and *pro bono publico* activities can make important direct and indirect contributions to the strength and vitality of the University. Through participation in such activities, employees may add to knowledge and understanding that is relevant and useful to teaching and research within the University, develop sources of funding and support for activities carried out in the University, and establish relationships valuable to the University. Because of its value to the University, its rewards for an individual employee, and its contributions to the larger society of which the University is a part, the University recognizes that employee participation in outside professional, commercial, or *pro bono publico* activities is often appropriate.

Sound professional discretion is an integral part of the University's financial conflict of interest system. Any review of a potential financial conflict of interest will be undertaken in light of four general propositions.

First, conflicts of interest per se are inevitable and do not necessarily represent any impropriety by employees if disclosed in advance. Second, the failure to disclose a conflict of interest for administrative review and response would be a serious mistake for any employee and may be a breach of this policy. Third, there is a presumption in favor of allowing employees to act in dual roles once the conflict of interest has been disclosed (prior written approval is required in cases of potential conflicts involving federal grants or contracts). Fourth, conflicts of interest may be so profound or substantial that it would be best for all concerned if the employee did not participate in a particular transaction.

It is not possible to completely eliminate the potential for financial conflicts of interest because there are certain rewards and incentives that are inherent or appropriate in the structure of a University enterprise. Such conflicts become detrimental when the potential temptations, financial or otherwise, undermine reasonable objectivity in the design, interpretation, and publication of research; in setting University policies; in managing contracts; in selecting equipment and supplies; in involving students in sponsored projects; or in performing other roles in University governance in which objectivity and integrity are paramount. Furthermore, since allegations of conflicts of interest based on appearances can undermine public trust in ways that may not be adequately restored even when mitigating facts are brought to light, apparent conflicts should be avoided, when feasible and appropriate.

Other sections of this policy notwithstanding, it is the ongoing responsibility of the employee to abide by the provisions of all other applicable federal and state laws, and the University's policies relating to financial conflicts of interest; to identify potential conflicts of interest; and to disclose and seek guidance on such matters from the appropriate vice president (University of Oklahoma Board of Regents Policy Manual CU/RSU 3.1.8).

5.11 Nepotism

Except as prohibited by the laws of the State of Oklahoma, relationship by consanguinity (blood) or by affinity (marriage) shall not, in itself, be a bar to appointment, employment, or advancement by the University or, in the case of faculty members, to eligibility for tenure. The University recognizes, however, that there is an inherent conflict of interest when an employee makes hiring, promotion, or salary decisions about a family member, although there may be extremely rare circumstances when the potential benefit to the University in having an employee supervise a family member outweighs the potential harm.

Therefore, no two persons who are related by affinity or consanguinity within the third degree shall be given positions in which either one is directly responsible for making recommendations regarding employment, promotion, salary, or tenure for the other; nor shall either of two persons so related who hold positions in the same budgetary unit be appointed to an executive or administrative position in that unit or to a position involving administrative responsibility over it, as long as the other person remains in the unit, without first receiving a waiver that has been recommended by the VPAA, or the appropriate Vice President, and approved by the President and Board of Regents. In recommending the waiver, the VPAA or the appropriate Vice President must make a written statement of the facts that have led him/her to conclude that the benefit to the University in granting the waiver outweighs the potential harm. In addition, the VPAA or the appropriate Vice President must propose in writing a means by which a qualified, objective person, unrelated to the employee at issue, shall make performance evaluations and recommendations for compensation, promotion, and awards for that

employee and state in writing how that means will avoid the conflict of interest. The statement and proposal for supervision shall be made part of the Board of Regents agenda item. Further, a salary increase above the average increase granted to all University employees in similar positions will not be granted to an employee who has been granted a waiver under this policy unless it has been approved by the VPAA or appropriate Vice President and the President.

It is the responsibility of the head of the budget unit to seek a waiver before offering employment to any person whose employment would violate this policy, and the willful failure to follow this policy may result in disciplinary action against the head of the budget unit. Notwithstanding any other provision of this policy, a conditional hire, prior to approval of the Board of Regents, may be made pursuant to this policy if deemed necessary for legitimate academic or business reasons if justified in writing by the appropriate Vice President and approved by the President. At the next regular meeting of the Board of Regents, the written justification and the conditional hire will be considered by the Board of Regents.

Relatives that are within the third degree of relationship to an employee by consanguinity or affinity include the following: spouse, parent, parent of spouse, grandparent, grandparent of spouse, great-grandparent, great-grandparent of spouse, uncle or aunt, uncle or aunt of spouse, brother or sister, brother or sister of spouse, son or daughter, son-in-law or daughter-in-law, grandson or granddaughter, grandson's or granddaughter's spouse, great-grandson or great-granddaughter, and great-grandson's or great-granddaughter's spouse. For the purposes of this policy, step and half relatives are considered to be related by affinity.

5.12 Faculty Suggestions for Handbook Amendments

In order for this Handbook to be a dynamic document, it must be amended from time to time to reflect any changes in relationships within the University. While these amendments may be generated in the usual ways that policies and procedures of the University and Board of Regents are generated, it is important that faculty have a non-exclusive method for suggesting changes. To this end:

1. An amendment to this Handbook may be proposed by written petition of 25 percent of the entire voting membership of the Faculty Senate.
2. Any amendment proposed must be distributed in writing, together with its proposed date of implementation, to all members of the faculty at least ten days prior to its first consideration and discussion at a Faculty Senate meeting.
3. Once a proposed amendment has been presented to the Faculty Senate, it will be discussed at a duly authorized meeting, either regular or special, and may not come up for a vote of approval or rejection by the Senate until a second meeting held not less than twenty nor more than thirty days after the meeting at which it was considered and discussed.
4. When approved by a two-thirds vote of the voting membership present and voting at a duly constituted regular or special meeting of the Faculty Senate, and a two-thirds vote of those faculty members voting in a faculty election, the proposed amendment shall be forwarded for consideration to the University President. If the proposed amendment is to be a Board of Regent's policy, the President shall forward it, upon approval, to the Board of Regents for action.

APPENDIX A

DETERMINATION OF FACULTY QUALIFICATIONS

A.1 DOCTORATE, TERMINAL, OR PROFESSIONAL DEGREE

A faculty member with this academic credential holds a doctorate in an area of specialization. Such degrees may include

- A.1.1 Doctor of Philosophy**
- A.1.2 Doctor of Education**
- A.1.3 Doctor of Musical Arts**
- A.1.4 Doctor of Business Administration**
- A.1.5 Doctor of Pharmacy**
- A.1.6 Juris Doctorate**
- A.1.7 Doctor of Medicine**
- A.1.8 Doctor of Veterinary Medicine**
- A.1.9 Doctor of Nursing**

Acceptance of other doctorates or professional degrees (such as the Masters of Fine Arts) must be made by the VPAA in consultation with the appropriate Dean. Such acceptance must be specified in the initial written offer of appointment.

Specific degree requirements stated as prerequisite for appointment, promotion, tenure, or other personnel action are met only by possession of an earned degree from a regionally accredited or internationally recognized institution.

A.2 ACCEPTABLE ACADEMIC CREDENTIALS IN ISOLATED, SPECIAL CASES

Institutions of higher education such as the University are necessarily diverse. This diversity exists in educational programs and degrees offered to meet the needs of the clientele served. Diversity of educational programs implies diversity of academic credentials of the faculty within those programs.

In an effort to guide decisions relative to faculty status, the following are presented as examples of acceptable academic credentials that may apply in special circumstances. These examples are as follows:

- A.2.1** Artistic Recognition includes, but is not limited to, having works in collections in reputable national museums or regional juried shows; performing a specialty in regional or national recitals; publishing poems, stories, or prose in nationally recognized literary publications; or accomplishing other extraordinary endeavors.
- A.2.2** Professional Recognition includes, but is not limited to, publications in recognized professional journals; leadership in learned, scholarly, or professional organizations; successful

experience and regional or national acclaim in technical, managerial, or entrepreneurial circles; recognition in basic and/or applied research; or other extraordinary accomplishments and/or credentials.

A.2.3 Professional Certification must be through a recognized regional or national standard examination or program. Professional certification must include “professional recognition” as described in Section A.2.2 above. Examples of professional certification include, but are not limited to, certified public accountant, certified life underwriter, registered physical therapist, registered nurse, registered dietician, or similar certification of specialized competence.

A.3 HIGHEST DEGREE AVAILABLE OR MULTIPLE MASTER’S DEGREES

Some educational disciplines may not afford the opportunity to faculty to pursue a doctorate, terminal, or professional degree due to rarity of such degree programs. In these isolated cases, faculty will be responsible for holding the highest degree available in their academic specialty in order to be eligible for positions, promotion, or tenure.

In such cases, it may be more appropriate for the faculty to hold or pursue an additional specialized master’s degree. This determination shall be the responsibility of the department chair in consultation with the faculty member and the departmental/school personnel committee. Consultation with the Dean and VPAA may also be appropriate.

Non-availability or rarity of an appropriate doctorate, terminal, or professional degree program must be substantiated by the Department Chair.

A.4 SUBSTANTIAL PROGRESS

This implies the completion of a major portion of the work toward a doctorate, terminal, or professional degree. A major portion of the work implies the completion of all required course work or could include completion of all requirements except thesis or dissertation.

Substantial progress towards other acceptable academic credentials shall be dependent upon the credentials in question. The appropriate department chair shall determine the degree of progress, subject to review by the Dean and VPAA.

APPENDIX B

STANDARDS FOR PROMOTION

B.1 CRITERIA FOR PROMOTION

University continually seeks to build and improve its academic stature. A major mechanism for strengthening the University academically is a sound and consistent promotion policy that demands and rewards faculty academic development. Therefore, eligibility for promotion shall be based upon faculty performance evaluated against criteria in the areas discussed below. Faculty must meet the standards regarding academic credentials, length of service, and teaching effectiveness to be eligible for promotion. Evaluation of the faculty member's performance in the other areas shall be based upon individualized criteria negotiated in the faculty member's Annual Plans approved by the Department Chair and the Dean and based upon the following categories. A recommendation for promotion to a higher rank is based upon the professional judgment of the individuals involved in the evaluation process.

The extent to which years spent on leaves of absence will count to fulfill length of service criteria will be determined by mutual agreement between the VPAA and the faculty member prior to the VPAA's granting of such leaves. Such agreements must be made in writing and placed in the faculty member's personnel file.

B.1.1 For Promotion to Senior Instructor

1. Academic Credentials

To be considered for promotion to Senior Instructor, an earned master's degree relevant to the teaching field awarded by a regionally accredited or internationally recognized institution is required.

2. Length of Service

Four years of completed service at the rank of Instructor at Cameron University or at another accredited college or university is required. The rank of Senior Instructor is not a necessary condition for consideration for promotion to the rank of Assistant Professor.

3. Teaching Effectiveness

See Section 4.3.1.2.a for teaching effectiveness criteria

4. Scholarly or Professional Activities

Effective teaching requires active involvement in the intellectual and scholarly developments in the faculty member's area of specialization. To be considered for promotion, the faculty member should give evidence of the following:

- a. Adequate grasp of one's area of specialization;
- b. Continuing efforts to remain abreast of developments in the area of specialization;

- c. Application of current scholarship to teaching;
- d. Membership in appropriate professional organizations; and
- e. Other efforts to continue academic growth.

5. Departmental Service

Faculty involvement in departmental activities besides teaching is required. Departmental service may include, but is not limited to, the following:

- a. Service on departmental committees;
- b. Performance of departmental and/or instructional program administrative duties; and
- c. Development of the departmental or instructional program curriculum and/or courses.

6. University Service¹

Faculty service to the University outside instructional duties may be considered in evaluation for promotion. Such service may include, but is not limited to, the following:

- a. Participation in committees or organizations within the governance structure;
- b. Service on ad hoc or advisory University bodies outside the governance structure;
- c. Performance of special administration functions;
- d. Participation in program and/or curriculum development; and
- e. Service as a representative of the University and external organizations.

7. Community Service²

Community service appropriate for consideration in promotion decisions should be based upon the academic or professional expertise of the faculty member and should reflect favorably upon the University. Such service might include, but is not limited to, the following:

- a. Serving in the faculty member's area of expertise as a consultant, resource person, or researcher;
- b. Giving lectures, serving on panels, performing in creative activities, or otherwise participating in community activities directly related to University

¹ Activities in these categories may be considered but are not mandatory.

² Ibid.

functions; and

- c. Serving as the University's designated representative at appropriate community functions.

B.1.2 For Promotion to Assistant Professor

1. Academic Credentials

To be considered for promotion to Assistant Professor, completion of an appropriate earned doctorate, terminal, or professional degree or other appropriate credentials is necessary. (See Appendix A.)

2. Length of Service

Three years of full-time, ranked teaching experience at Cameron University or at another accredited college or university is required. Promotion may be recommended with a shorter length of service than described above by the department/school personnel committee and/or department chair. Rapid promotion is based upon extraordinary qualifications of the faculty member.

3. Teaching Effectiveness

See Section 4.3.1.2.a for teaching effectiveness criteria

4. Scholarly or Professional Activities

Effective teaching requires active involvement in the intellectual and scholarly developments in the faculty member's area of specialization. To be considered for promotion, the faculty member should give evidence of the following:

- a. Adequate grasp of one's area of specialization;
- b. Continuing efforts to remain abreast of developments in the area of specialization;
- c. Application of current scholarship to teaching;
- d. Membership in appropriate professional organizations; and
- e. Other efforts to continue academic growth.

5. Departmental Service

Faculty involvement in departmental activities besides teaching is required. Departmental service may include, but is not limited to, the following:

- a. Service on departmental committees;
- b. Performance of departmental and/or instructional program administrative duties; and

- c. Development of the departmental or instructional program curriculum and/or courses.

6. University Service³

Faculty service to the University outside instructional duties may be considered in evaluation for promotion. Such service may include, but is not limited to, the following:

- a. Participation in committees or organizations within the governance structure;
- b. Service on ad hoc or advisory University bodies outside the governance structure;
- c. Performance of special administration functions;
- d. Participation in program and/or curriculum development; and
- e. Service as a representative of the University and external organizations.

7. Community Service⁴

Community service appropriate for consideration in promotion decisions should be based upon the academic or professional expertise of the faculty member and should reflect favorably upon the University. Such service might include, but is not limited to, the following:

- a. Serving in the faculty member's area of expertise as a consultant, resource person, or researcher;
- b. Giving lectures, serving on panels, performing in creative activities, or otherwise participating in community activities directly related to University functions; and
- c. Serving as the University's designated representative at appropriate community functions.

B.1.3 For Promotion to Associate Professor

1. Academic Credentials

To be considered for promotion to Associate Professor, the faculty member must possess an appropriate doctorate, terminal, or professional degree or other appropriate academic credentials. (See Appendix A.)

³ Activities in these categories may be considered but are not mandatory.

⁴ Ibid.

2. Length of Service

To be considered for promotion to Associate Professor, the faculty member must have completed five years of full time, satisfactory or higher service as a faculty member in higher education and four years of full time, satisfactory or higher service at the rank of Assistant Professor. Promotion may be recommended with a shorter length of service than described above by the department/school personnel committee and/or Department chair but the written request for early promotion submitted by the faculty member must clearly indicate that a length of service adjustment is being sought. Rapid promotion is based upon extraordinary qualifications of the faculty member.

3. Teaching Effectiveness

The criteria listed in the section on Assistant Professor shall have been met. Additionally, the faculty member shall have achieved recognition by other faculty and students as a superior teacher.

4. Scholarly or Professional Activities

The criteria required for promotion to Assistant Professor shall have been met. The faculty member shall actively participate in professional organizations and engage in research or other scholarly activities. These might include, but are not limited to the following:

1. Publication of books, articles, chapters, essays, reviews, or other scholarly efforts;
2. Presentation or publication of original productions or creative works before either scholarly audiences or other appropriate forums;
3. Participation in academic conferences, meetings, institutes, or other activities;
4. Service on statewide committees;
5. Consultation with individuals, groups, or organizations utilizing the faculty member's professional expertise; and
6. Innovative applications of technology in support of teaching or research.

5. Departmental Service

The types of service listed in the criteria for Assistant Professor shall be considered. The faculty member shall have served in a leadership capacity in appropriate departmental activities and have, when possible, assumed leadership in the design, development, or implementation of new techniques, strategies, courses, academic programs, degrees, or other academic endeavors.

6. University Service

The types of service listed in the criteria for Assistant Professor shall be considered. The faculty member shall have assumed positions of leadership in the performance of such service.

7. Student Service

Faculty service to students outside of instructional duties should be considered in evaluation for promotion. Such service may include, but is not limited to, the following:

- a. Participation in department or University recruitment activities;
- b. Sponsorship or directorship of student professional organizations;
- c. Sponsorship of student clubs and social organizations; and
- d. Supervision of other organized student activities.

8. Community Service

Participation in the types of community service listed in the criteria for Assistant Professor may be considered.

B.1.4 For Promotion to Professor

1. Academic Credentials

To be considered for promotion to Professor, completion of an appropriate doctorate, terminal, or professional degree is necessary.

2. Length of Service

To be considered for promotion to Professor, the faculty member must have completed ten years of full time, satisfactory or higher service as a faculty member in higher education and four years of full time, satisfactory or higher service at the rank of Associate Professor. Promotion may be recommended with shorter length of service by the department/school personnel committee and/or department chair but the written request for early promotion submitted by the faculty member must clearly indicate that a length of service adjustment is being sought. Rapid promotion is based upon extraordinary qualifications of the faculty member.

3. Teaching Effectiveness

The criteria listed in the section on Associate Professor shall have been met. Additionally, the faculty member shall have made outstanding contributions to instructional programs, curriculum, and/or methodologies.

4. Scholarly or Professional Activities

- a. Evidence of research or appropriate scholarly pursuits shall be documented.
- b. The criteria listed in the sections on Associate Professor shall have been met.
- c. In addition, the following should be considered:
 1. Receipt of awards, grants, or fellowships;

2. Appointment or election to positions of leadership within state, regional, or national professional organizations; and
 3. Other types of recognition within the faculty member's area of specialization.
5. **Departmental Service**
- The criteria listed in the section on Associate Professor shall have been met.
6. **University Service**
- The criteria listed in the section on Associate Professor shall have been met.
7. **Student Service**
- The criteria listed in the section on Associate Professor shall have been met.
8. **Community Service**
- The criteria listed in the section on Associate Professor shall have been met.

~~B.1.5—For Promotion to Librarian/Assistant Professor~~

~~1.—Academic Credentials~~

~~To be considered to promotion for Librarian/Assistant Professor, a Master's of Library Science from an American Library Association accredited institution and substantial progress toward meeting the academic credential requirement for promotion to Librarian/Associate Professor are necessary.~~

~~2.—Length of Service~~

~~Completion of three years of full-time service as an academic librarian at an accredited institution(s) of higher education is required.~~

~~3.—Effectiveness in Duties and Responsibilities~~

~~The basic quality that must be evident is the ability to perform at a high professional level in a specific area of responsibility and in other related areas that contribute to the achievement of the goals of the University Library and to the educational, research, and service missions of the University.~~

~~Areas of library effectiveness shall include, but not be limited to, the following:~~

- ~~a.—Knowledge of the academic library's function and responsibilities;~~
- ~~b.—Command of duties and responsibilities as specified in assigned job description;~~
- ~~c.—Ability to organize and administer duties and responsibilities clearly, logically, and imaginatively;~~

- ~~d. Ability to positively stimulate colleagues and promote harmonious working conditions; and~~
- ~~e. Engagement in scholarly activity.~~

~~4. Professional Activities~~

~~The term “professional activities” refers to activities directly related to the faculty member’s profession. Representative professional activities may include, but are not limited to:~~

- ~~a. Membership in professional organizations; attendance at professional meetings, conventions, conferences, workshops, or institutes; and active participation therein;~~
- ~~b. Publishing in or editing professional journals or other publications;~~
- ~~c. Continuing efforts to remain abreast of developments in the areas of specialization; and~~
- ~~d. Service on local, state, national, or international commissions, advisory boards, or agencies utilizing professional expertise.~~

~~5. University Service~~

~~Faculty service to the University shall be considered in evaluation for promotion. Such service may include, but not be limited to, the following:~~

- ~~a. Participation in committees or organizations within the University;~~
- ~~b. Service on ad hoc or advisory University bodies outside the governance structure;~~
- ~~c. Performance of special administrative functions; and~~
- ~~d. Service as a representative of the University to external organizations.~~

~~6. Other Types of Service~~

~~Contributions by librarians in the areas of departmental service, community service, and student service shall also be considered.~~

~~B.1.6 For Promotion to Librarian/Associate Professor~~

~~1. Academic Credentials~~

~~To be considered for promotion to Librarian/Associate Professor, possession of an earned doctorate in an appropriate discipline or a second master’s degree germane to one’s duties and responsibilities may be considered. The VPAA and the Director of Library Services shall determine the appropriateness of the second master’s degree.~~

~~2. Length of Service~~

~~Six years of full-time service as an academic librarian at an accredited institution(s) of higher education is required. Promotion may be recommended with a shorter length of service by the Library Personnel Committee and/or Director of Library Services. Normally, more rapid promotion is based upon extraordinary qualifications of the faculty member.~~

~~3. Effectiveness in Duties and Responsibilities~~

~~Promotion to this rank requires documented evidence of outstanding professional performance and substantial accomplishments in fulfilling all obligations of a librarian. In addition, the faculty member shall have achieved recognition by the faculty and administrators as a superior librarian.~~

~~4. Scholarly or Professional Activities~~

~~Professional activities described in the criteria for Librarian/Assistant Professor shall be considered. In addition, promotion to this rank requires documented evidence of professional performance through:~~

- ~~a. Publication of books, chapters, essays, or other scholarly efforts and/or;~~
- ~~b. Presentation of original productions or creative works before either scholarly~~
- ~~c. audiences or other appropriate forums and/or;~~
- ~~d. Leadership in library conferences, meetings, institutes, or other professional activities.~~

~~5. University Services~~

~~The type of service listed in the criteria for Librarian/Assistant Professor shall be considered. In addition to such service, the candidate shall have assumed leadership in committees or organizations within the governance structure of the University.~~

~~6. Other Types of Service~~

~~Contributions by librarians in the areas of departmental service, community service, and student service shall also be considered.~~

~~B.1.7 For Promotion to Librarian/Professor~~

~~Promotion to this rank shall require a consistently outstanding level of performance and continued excellence in contributions in all areas of library activities.~~

~~1. Academic Credentials~~

~~To be considered for promotion to Librarian/Professor, an earned doctorate in an appropriate discipline is necessary.~~

~~2. Length of Service~~

~~Ten years of full-time academic library service at an accredited institution(s) of higher education is required. Promotion may be recommended with a shorter length of service by the Library Personnel Committee and/or Director of Library Services. Normally, more rapid promotion is based upon extraordinary qualifications of the faculty member.~~

~~3. Effectiveness in Duties and Responsibilities~~

~~The candidate shall have provided a consistently outstanding level of performance.~~

~~4. Professional Activities~~

~~Professional activities described in the criteria for Librarian/Associate Professor shall be considered. In addition, the following may also be considered:~~

~~a. Receipt of awards, grants, or fellowships; and~~

~~b. Appointments or elected positions of leadership within state, regional, or national library organizations.~~

~~5. University Service~~

~~The criteria listed for Librarian/Associate Professor shall have been met.~~

~~6. Other Types of Service~~

~~Contributions by librarians in the areas of departmental service, community service, and student service shall also be considered.~~



APPENDIX C
FACULTY MEMBER EVALUATION FORM

January 2012

Cameron University
Sample Faculty Member Evaluation Form:

Faculty Member's Name: _____ Academic Year: _____

Instructions: Department Chair will assign a value of 1 through 5 for each applicable area in each category. Faculty members will be evaluated for the appropriate rank or for promotion to a new rank. The evaluation form will automatically total the number of areas evaluated and calculate the average score for each category.

Merit Points

Definition for Rating to be Applied:

(5) OUTSTANDING.....Consistently surpasses requirements. Reflects clearly exceptional performance.

(4) VERY GOOD.....Reflects substantially superior performance in meeting stated expectations; contributes significantly toward success of department and University.

(3) SATISFACTORY.....Fully meets standard performance requirements for this position.

(2) MARGINAL.....Performance is below standard position requirements; improvement is expected.

(1) UNSATISFACTORY.....Performance shows significant limitation. If the individual is to continue in the position, substantial and prompt improvement is necessary.

	Rating
CATEGORY 1. EFFECTIVE CLASSROOM TEACHING (Section 4.3.1.2.a)	
Mastery of one's subject	
Ability to develop and utilize effective teaching methods and strategies	
Ability to organize subject matter and to present it clearly, logically, imaginatively	
Effective assessment of instruction and revision as necessary	
Integrity, fairness, and objectivity in grading or otherwise evaluating students	
Recognition by other faculty and students as superior teacher	
Made outstanding contributions to instructional programs, curriculum and/or methodologies	
Other measurement 1.1:	
Other measurement 1.2:	
Number of Areas Evaluated Category 1:	0
Average of Evaluation for Category 1:	0.0%

	Rating
CATEGORY 2. RESEARCH AND CREATIVE/SCHOLARLY ACTIVITIES (Section 4.3.1.2.b)	
Continuing efforts to remain abreast of developments in the area of specialization	
Application of recent scholarship to teaching	
Publication of books, articles, chapters, essays, reviews, or other scholarly efforts	
Presentation or publication of original productions or creative works before either scholarly audiences or other appropriate forums	
Participation in academic conferences, meetings, institutes, or other activities	
Consultation with individuals, groups, or organizations utilizing the faculty member's professional expertise	
Innovative applications of technology in support of teaching or research	
Other measurement 2.1:	
Other measurement 2.2:	
Number of Areas Evaluated Category 2:	0
Average of Evaluation for Category 2:	0.0%

January 2012
Cameron University
Sample Faculty Member Evaluation Form:

	Rating
CATEGORY 3 - PROFESSIONAL AND UNIVERSITY SERVICE AND PUBLIC OUTREACH (Section 4-3.1.2.c)	
Departmental:	
Availability for and effectiveness in academic advising and directing of students	
Service on departmental committees	
Performing departmental and/or instructional program administrative duties	
Developing the departmental or instructional program curriculum and/or courses	
Service in leadership capacity in appropriate departmental activities	
When possible, assumed leadership in the design, development or implementation of new techniques, strategies, courses, academic programs, degrees, or other academic endeavors	
University:	
Participation in committees or organizations within the governance structure	
Service on ad hoc or advisory University bodies outside the governance structure	
Performance of special administration functions	
Participation in program and/or curriculum development	
Service as a representative of Cameron University to external organizations	
Assumed positions of leadership in the performance of such service	
Profession and Public Outreach:	
Service in the faculty member's area of expertise as a consultant, a resource person, or a researcher	
Giving lectures, serving on panels, performing in creative activities, or otherwise participating in community activities directly related to University functions	
Membership in appropriate professional organizations	
Serving as the University's designated representative at appropriate community functions	
Service on statewide committees	
Student:	
Participation in department or University recruitment activities	
Sponsorship or directorship of student professional organizations	
Sponsorship of student clubs and social organizations	
Supervision of other organized student activities	
Other measurement 3.1:	
Other measurement 3.2:	
Number of Areas Evaluated Category 3:	0
Average of Evaluation for Category 3:	0.0%

January 2012

Cameron University
Sample Faculty Member Evaluation Form:

CATEGORY 4: PERFORMANCE OF NON-TEACHING OR ADMINISTRATIVE DUTIES (IF APPLICABLE) (Section 4-3-1.2.d)	Rating
Supervises practica	
Leads an educational study tour	
Manages a research project	
Directs a workshop or conference	
Directs or coordinates an academic program or administrative office	
Heads an academic department	
Other measurement 4.1:	
Other measurement 4.2:	
Number of Areas Evaluated Category 4:	0
Average of Evaluation for Category 4:	0.0%

	% Rating	Number of Categories
Average Evaluation for Category 1: EFFECTIVE CLASSROOM TEACHING	0.0%	0
Average Evaluation for Category 2: SCHOLARSHIP/RESEARCH ACTIVITIES	0.0%	0
Average Evaluation for Category 3: CONTRIBUTIONS TO THE INSTITUTION AND TO THE PROFESSION	0.0%	0
Average Evaluation for Category 4: PERFORMANCE OF NON-TEACHING/ADMINISTRATIVE DUTIES/ASSIGNMENTS (IF APPLICABLE)	0.0%	0
Number of Categories Evaluated:	0	0
Total Average Score:	0.0%	0.0%

<p>Department Chair's Comments:</p> 	<p>Signature:</p>
<p>Faculty Member's Comments:</p> 	<p>Signature:</p>
<p>Dean's Comments:</p> 	<p>Signature:</p>

APPENDIX D

GRADUATE PROGRAMS

D.1 GRADUATE FACULTY REQUIREMENTS

D.1.1 Faculty must meet three criteria to be appointed as permanent graduate faculty members. They must meet the following three criteria:

- a. An earned doctorate or other appropriate terminal or professional degree from a college or university accredited by a regional accrediting agency;
- b. An appointment at the rank of Assistant Professor or above; and
- c. Conducted specific forms of scholarly activities in the past five years.

In fulfillment of this final standard, faculty must have at least one of the following:

1. Published a book, chapter, essay in a book, or monograph;
2. Published or have article(s) accepted for publication in juried (refereed) journals; or
3. Presented one or more papers at juried professional conferences or meetings.

D.1.2 Temporary appointment to the Graduate Faculty may be made for persons who have the expertise in an area that qualifies them to teach a graduate-level course. Expertise in an area shall be defined by graduate faculty at the department or school level.

D.2 GRADUATE FACULTY SELECTION

Appointments to the Graduate Faculty, both permanent and temporary, are approved by the VPAA following favorable recommendation of the appropriate department chair, Dean, and the Graduate Council. Appropriate faculty counsel shall be obtained at the department or school level.

D.3 RESPONSIBILITIES OF GRADUATE FACULTY

D.3.1 A permanent member of the Graduate Faculty shall be eligible to:

- a. teach graduate courses;
- b. serve as a thesis chair;
- c. be elected to and vote for members of the Graduate Council;
- d. hood master's degree candidates; and
- e. participate in university graduate governance.

D.3.2 A temporary member of the Graduate Faculty shall be eligible to teach graduate courses and serve on a thesis committee subject to the recommendation of the department chair and Dean. Additionally, temporary members of the Graduate Faculty shall be eligible to hood master's degree candidates, provided they hold a full-time faculty appointment at Cameron University.

D.4 DUTIES OF THE CHAIR OF THE GRADUATE COUNCIL

D.4.1 Among the duties of the Chair of the Graduate Council shall be

- a. coordinating graduate programs among the respective departments;
- b. serving as the presiding officer of the university-wide graduate faculty and the Graduate Council;
- c. serving as the administrative and communications officer among the Administration, the Graduate Faculty, and the Graduate Council;
- d. working with the academic departments and the Graduate Council in planning new graduate programs and courses, in recommending changes in existing programs and courses, and in preparing schedules of graduate offerings;
- e. working with the Graduate Council on policies that impact decisions regarding admission to, retention in, and completion of the requirements of graduate study and recommending the conferral of graduate degrees;
- f. administering University policies, procedures, and regulations regarding graduate programs, courses, and degrees; and
- g. fulfilling other responsibilities as assigned by the VPAA.

D.5 GRADUATE COUNCIL

The Graduate Council shall be the body that makes recommendations concerning policies, procedures, and regulations within the University on all matters pertaining to graduate studies.

D.5.1 The Graduate Council shall

- a. formulate and forward to the VPAA recommendations regarding aims, objectives, plans, policies, procedures, and regulations relative to the University's graduate programs;
- b. recommend to the VPAA policies, procedures, and standards governing development, evaluation, and modification in graduate curricula, including the addition or deletion of courses and programs;
- c. formulate and forward to the VPAA recommendations regarding policies, procedures, and regulations for admission to, retention in, and completion of graduate degree programs;
- d. serve as an appeals committee for actions resulting in the dismissal of a student from a graduate program;

- e. review and make recommendations to the VPAA concerning the periodic evaluation of graduate faculty;
- f. make recommendations and give advice to the VPAA on other matters of concern to graduate education at the University; and
- g. create such committees as the Council shall deem appropriate.

D.6 GRADUATE COUNCIL MEMBERSHIP

D.6.1 Elected members shall be chosen as follows

- a. Each department that offers a graduate program shall be represented by the department chair and shall be entitled to elect two additional voting members to the Graduate Council. The departments shall develop election procedures to ensure broad representation of as many academic programs as possible.
- b. Members of the permanent Graduate Faculty are eligible for election to membership on the Graduate Council.
- c. Each elected member shall serve for three years.
- d. Vacancies caused by resignation, leave, illness, or other circumstances shall be filled by election in the department with the vacancy. The newly-elected member will serve the remainder of the unexpired term.

D.6.2 Graduate Student Members

One graduate student shall be nominated by each department with at least one graduate program and shall be confirmed by a majority vote of the Graduate Council. Only graduate students who are officially enrolled in a degree program and one or more courses leading to the completion of that degree shall be eligible. Student members shall serve with voting privileges for one-year terms and may serve for more than one term.

D.6.3 The Chair of the Council

The VPAA will appoint the Chair of the Council from the ranks of the Deans of the Schools with at least one graduate program. The Chair of the Council may vote only in the event of a tie vote by the Council.

D.6.4 Attendance

Any member of the Graduate Council who shall miss three meetings in any academic year may be deemed to have forfeited the office. Upon such occurrence, the Chair of the Council may notify the Department Chair of the affected department and request that the department's Graduate Faculty elect a new representative.

D.6.5 Administrative Support

The Office of Academic Affairs shall provide such administrative support for the Graduate Council as shall be appropriate.

D.7 GRADUATE COUNCIL MEETINGS

- D.7.1** Meetings shall be held as needed during the year.
- D.7.2** A quorum shall consist of a majority of the voting members of the Council.
- D.7.3** Business of an emergency nature can be brought before the Graduate Council at any meeting if a majority of the voting members present vote to consider the issue.

D.8 GRADUATE COUNCIL ACTIONS

- D.8.1** Each member of the Graduate Council shall be sent a copy of the Council's agenda before its meetings and copies of the Council's minutes afterwards. Permanent minutes and records of the Council shall be maintained by the Chair.
- D.8.2** Items of business before the Graduate Council shall be passed if a majority of the voting members present vote favorably.

APPENDIX E

BENEFITS AND GENERAL INFORMATION

E.1 GENERAL INFORMATION

Included in Appendix E are descriptions of benefits provided faculty by Cameron University, together with other general information. Since many of the items, such as group insurance, are highly technical and may change from year to year, the descriptions will be general in nature. Appendix E is therefore informational and not contractual.

E.2 INSURANCE

E.2.1 Group health, accident, and major medical insurance is purchased for all full-time faculty by the University. In addition, faculty may purchase similar insurance for dependents through a payroll deduction plan. A more detailed description of the insurance coverages is available through the Human Resources Office.

E.2.2 Term life insurance is also purchased for all full-time faculty by the University. Faculty may purchase similar insurance for dependents through a payroll deduction plan. A more detailed description of the insurance coverages is available through the Human Resources Office.

E.2.3 The University also purchases long-term disability insurance for all full-time faculty members. The description of insurance coverages will include long-term disability.

E.2.4 In addition, the University maintains other types of insurance that may afford coverages for faculty acting on behalf of the University in the performance of their duties. Specific questions as to these coverages should be addressed to the Human Resources Office.

E.3 OKLAHOMA TEACHERS RETIREMENT SYSTEM

Each year the Board of Regents, acting upon the recommendation of the University administration, determines the amount of the mandatory contribution, if any, that the University will make to the Oklahoma Teachers Retirement System on behalf of individual faculty members.

E.4 PAYROLL CHECKS AND DEDUCTIONS

Payroll checks will be provided by direct deposit. Payroll deductions are allowed in accordance with state statutes, and specific questions concerning them should be addressed to the Human Resources Office. The State Treasurer's office provides a direct deposit service for all employees.

E.5 FACULTY DISCOUNTS

E.5.1 Full-time faculty may enroll in up to two courses during any academic term at one-half of the regular enrollment fee. Further, full-time faculty may enroll in any course offered by the Department of Educational Outreach at one-half the regular fee and may enroll in any non-credit offering of the Department of Educational Outreach at seventy-five percent of the regular fee.

E.5.2 The Cameron University Bookstore grants discounts on textbooks, certain other books (excluding paperbacks and magazines), supplies, and gifts purchased by faculty and their dependents. The Bookstore Manager can provide information on current discounts and procedures. Free or discounted tickets to University-sponsored events are available for full-time faculty and their dependents.

E.6 COMPUTER SERVICES

Cameron University encourages faculty utilization of computing services for instruction and research. Information Technology Services provides hardware, software, and communications and operational systems, along with consultation training and maintenance services, for instructional and research activities. Some commercial firms also make hardware and software available to faculty at reduced prices. For information, faculty should contact the Information Technology Services.

E.7 OFFICE AND PARKING FACILITIES

An office and reserved parking facilities are provided to all full-time faculty members. Office equipment is not available for personal use and may not be removed from the campus without prior authorization. Faculty are responsible for any University equipment assigned for their use and must surrender the same upon termination of employment. Two reserved parking decals are issued to each full-time faculty member, teaching assistant, graduate assistant, or part-time faculty member without charge. Additional permits may be purchased from the Department of Public Safety.

E.8 TRAVEL

From time to time, faculty may travel in connection with their duties performed on behalf of Cameron University and will be reimbursed for expenses incurred in connection with the travel according to Oklahoma Statutes and University policies. Prior approval is required for all travel and must be requested on University forms. Specific information regarding travel should be sought from the appropriate department chair or from the Business Office.

E.9 COMMUNICATION

E.9.1 Long-distance telephone calls involving University business may be made from telephones that have such clearance. Authorization for long-distance clearance for individual telephones must be requested through the department chair and Dean. Long-distance calls are charged to the billing number of the appropriate academic school or department.

E.9.2 A sub-station of the U.S. Post Office which offers services ordinarily available at regular post offices is maintained in the McMahon Centennial Complex. Outgoing U.S. Mail and campus mail are picked up and delivered twice daily at each academic department.

APPENDIX F

THE APPEAL OF A FINAL GRADE

Only under certain conditions will a formal grade appeal be granted to a student who believes a grade was arrived at improperly or unfairly. The only basis for an appeal is whether the student's final grade was assigned fairly within the grading system adopted by the faculty member. The subjective or qualitative judgment of a faculty member cannot be challenged. For example, a grade received on a paper cannot be appealed. Only factual and objective elements of a student record are within the scope of an appeal.

It must be stressed that an appeals committee will make no effort to establish whether a grading system is academically sound; rather it will attempt to establish whether an instructor's grading practices and procedures were followed consistently and accurately when determining the student's final grade. All other instances of conflicts over grades must be resolved at the departmental levels.

The student who wishes to contest a grade should first make an effort to discuss the matter with the instructor concerned and make every attempt to resolve the problem concerning the disputed grade. If, however, there is no satisfactory resolution, and the student wants to pursue the issue, he should consult the appropriate department chair or the division head if the department chair is directly involved in the grievance, who will invite the instructor to a conference regarding the matter with the student. If the faculty member does not attend the conference, or if it is determined that the grade should remain as recorded, and the student remains dissatisfied, he must initiate a formal request for an appeals hearing prior to the end of the first regular semester following the semester during which the course was taken.

F.1 TO INITIATE A FORMAL APPEAL THE STUDENT SHALL DO THE FOLLOWING:

- F.1.1** Make a written request to obtain a copy of a grade appeals form from the Office of Academic Affairs, and
- F.1.2** Return the completed appeals form to the Office of Academic Affairs, which will send a copy to the instructor, the department chair, and the Chair for Graduate Council or for undergraduate appeals, the Chair of the University Academic Appeals Committee.

The Chair of the Academic Appeals Committee will appoint a member of the Academic Appeals Committee to serve as Chair and voting member of the grade appeals committee who hereafter is designated by this title. The Secretary shall be elected from within the grade appeals committee. The committee will serve for one full academic year.

At the beginning of the fall semester of each year, the Chair of the Academic Appeals Committee will appoint the Chair of the grade appeals committee and will, by lot, appoint a committee from the appropriate areas. In addition to the Chair, the committee shall be composed of the following members:

- Two faculty members from Academic Appeals Committee.
- One member from Faculty Senate.
- One member chosen from the faculty-at-large.
- Three members from the Student Government Association.

The Chair of the grade appeals committee will schedule the date, time, and place of the appeals hearing; and the secretary will send a written notification of this information to the

student, the faculty member, and the committee members involved. The hearing must be scheduled within 15 class days following the date on which the grade appeals committee Chair received the request by the student for a formal hearing if in the judgment of the Chair of the grade appeals committee the criteria for a formal appeal have been met. The Chair has the authority to determine if postponements are justified. If he determines that the postponement is not justified, the Chair can proceed with the hearing, even though one or both parties are not present for the hearing. The hearing shall be a closed meeting at the request of either the faculty member or the student involved.

If a student or faculty member of the grade appeals committee is in any way actively involved in the grade appeal, that member shall be declared ineligible to serve and shall be replaced by an alternate representing the same body. Also, any vacancies on the grade appeals committee will be filled in the same way.

Normally, the grade appeals committee will meet when necessary during the fall and spring semesters. However, special meetings during the summer session can be held if deemed necessary by the Chair of the Academic Appeals Committee and/or the VPAA.

F.2 PROCEDURES GOVERNING THE APPEAL HEARING AND THE RECOMMENDATIONS

- F.2.1** If the faculty member is no longer associated with Cameron University, then the department chair is authorized to act in his absence. However, the faculty member will be given an opportunity to make written responses before a hearing is scheduled.
- F.2.2** Both the faculty member and the student must be given the opportunity to be present at any time information relating to the appeal is being orally presented to the grade appeals committee.
- F.2.3** Neither the faculty member nor the student may present information which reveals the grades by name of other students unless the written permission of those students has been obtained.
- F.2.4** The student and the instructor will be given an opportunity to personally state their cases, present witnesses and comments, and question the other party or parties and their witnesses, if any.

However, the committee shall have no power to require information which is not voluntarily presented to the committee except the work of the student in the class for which the grade is being appealed.

- F.2.5** A quorum shall consist of five members plus the Chair. Following the presentation of information by all parties involved, the grade appeals committee may, at its option, excuse all parties to the dispute prior to beginning its deliberations.
- F.2.6** The grade appeals committee can recommend either of the following:
 - a.** The grade as given by the faculty member is appropriate and should not be changed.
 - b.** The grade is inappropriate and should be changed to the grade approved by a two-thirds majority vote of committee members present. All committee members present are required to vote. After receiving notice from the Grade Appeals Committee chair, the Registrar will initiate the appropriate procedure for the grade change.

1. The secretary of the grade appeals committee is responsible for forwarding the written recommendation of the committee to the VPAA, the faculty member, the department chair, and the student.
2. The committee's written recommendation must include grounds for its decision and have the approval of a majority of the members present. All voting members must sign the recommendation, but a minority may attach a statement of reservations or a dissenting opinion.

APPENDIX G

FACULTY GRIEVANCE PROCEDURES FOR CAMERON UNIVERSITY

G.1 POLICY

It is the policy of Cameron University that all full-time and part-time members of the University faculty, including those holding temporary appointments, who have a good faith grievance as defined herein, may follow the grievance procedures for Cameron University. Persons holding a joint appointment as both a University faculty and staff member shall use the grievance procedure germane to the nature of the complaint; e.g., if the grievance is relevant to one's work assignment as a member of the faculty, the faculty grievance procedure shall be utilized.

G.2 DEFINITIONS

G.2.1 Complaint. A complaint is a faculty member's timely informal expression of dissatisfaction with aspects of his/her employment which are outside of his/her control.⁵

G.2.2 Grievance. A grievance is a timely formal complaint relating to administrative personnel decisions specifically and directly related to promotion, tenure, work assignments, retirement, safety, or disciplinary actions which has not been resolved to the satisfaction of the faculty member after informal discussion of the complaint through regular administrative channels.

Refer to the Employee Handbook for policies and procedures related to grievances and complaints for harassment, including sexual harassment, and discrimination. For cases involving gender-based misconduct involving students, refer to the Cameron University Gender-Based Misconduct Policy for Students.

A faculty member who has a grievance may protest decisions relating to his/her case in one of the following two manners: The faculty member may utilize the "Faculty Grievance Procedures for Cameron University" or may pursue an administrative route by appealing to his/her Dean and subsequently to the VPAA. The latter shall not apply to matters involving student gender-based misconduct grievances.

The faculty member shall exercise his/her option of appeal route by notifying, in writing, the Chair of the Faculty Senate, his/her department chair and Dean, and the VPAA that a grievance will be pursued and by informing these parties of the procedural route that the faculty member has chosen. The written grievance must state whether the faculty member believes illegal discrimination due to race, color, national origin, sex, sexual orientation, gender identity, gender expression, age, religion, political beliefs, disability, or status as a veteran is involved. Once the faculty member initiates the grievance with the VPAA (administrative route) or with the Chair of the Faculty Senate (grievance procedure route), then he may not change to the other route.

³Complaints and grievances must be submitted within the time requirements of these procedures.

Where there is doubt or disagreement about whether a concern involves a grievable topic, the issue shall be conclusively decided by the VPAA after consultation with an attorney in the Board of Regents' Office of Legal Counsel.

G.2.3 References to Gender. Any use of grammatical gender references shall be interpreted as applying equally to males and females.

G.2.4 Faculty Member. For the purpose of creating grievance committee panels only, a faculty member is a full-time employee who holds academic rank at Cameron University and who is not formally assigned to administrative duties as more than 25 percent of his/her job assignment.

G.2.5 Academic Calendar. For the purpose of this document, "Academic Calendar" refers to the time when a University semester or summer session is in session.

G.3 PROCEDURES

G.3.1 Attempts to Resolve Complaints. A complaint should be brought to the attention of the faculty member's immediate unit supervisor, and if it is not resolved at that level, it should be referred to higher administrative levels according to the established procedure of the school. Complaints unresolved administratively that solely involve harassment based on race, color, national origin, sex, sexual orientation, gender identity, gender expression, age, religion, political beliefs, disability, or status as a veteran must be filed with the Equal Opportunity Officer. Complaints not related specifically or exclusively to a department may be brought to the attention of the Faculty Senate Chair. Complaints relating to possible grievances that have not been resolved by informal discussion with appropriate administrators may, on the recommendation of the Faculty Senate Chair, be presented to an informal review committee. Complaints related to specific personnel action decisions must be presented to the Chair of the Faculty Senate within 60 calendar days of the date when the faculty member was notified of the action.

G.3.2 Informal Review Committee. The informal review of referred complaints shall normally be of a committee composed of three past Chairs of the Faculty Senate, only one of whom may have primarily administrative duties. The Chair of the Faculty Senate shall choose the committee members by lot from among the former Chairs currently on campus. If an insufficient number are reasonably available, the Faculty Senate Chair may use discretion in making appropriate appointments to the committee. The review committee shall attempt to resolve the referred complaint and shall report to the Chair of the Faculty Senate within 15 working days of its formation (based on the academic calendar). For complaints that involve alleged discrimination, the Equal Opportunity Officer shall be advised and shall normally serve as the fourth member of this review committee. The Chair of the Faculty Senate shall consult with the complainant about the results of the informal review and shall inform the complainant of the opportunity to make a written request for a grievance hearing that must be filed within 15 working days of notification of the results of the internal review (based on the academic calendar).

G.3.3 Grievances. If informal discussion fails to resolve the complaint, or if the Faculty Senate Chair determines that an informal review committee is not appropriate, the complainant may request in writing that the Chair of the Faculty Senate form a grievance committee. This request must be submitted within 15 working days (based on the academic calendar) of either (a) the conclusion of the informal review or (b) the date the Chair declined to select an informal review

committee. To insure the rights of the individuals involved, the Chair will provide both the complainant and the person against whom the complaint was made with copies of written policies and procedures relating to the grievance.

G.3.4 Information to be Contained in Written Grievance Request. Any written request for grievance adjudication, regardless of the nature of the grievance, shall not be considered unless it contains the following information: (a) a clear, detailed statement of the grievance and a statement describing the specific supporting evidence; (b) the specific remedial action or relief sought; (c) a brief summary of the results of previous discussion on the issues involved; (d) a statement of reasons by the complainant for his/her dissatisfaction with previous attempts at resolution of the grievance; (e) a statement that illegal discrimination is, or is not, alleged. To facilitate a review of the grievance, it is strongly suggested that the request be typed, double-spaced, signed, and presented in the sequence stated above.

G.3.5 Formation of a Grievance Committee. Within 10 working days (based on the academic calendar) of the acknowledged receipt of a written request for the formation of a grievance committee, the Chair of the Faculty Senate shall select a grievance committee by random choice from the established panels. Both parties to the grievance shall be notified of the time and place for selection of the grievance committee, and each shall have the right to be present during the selection.

G.3.6 Establishment and Membership of Panels for Formal Hearing. Panels from which members of the grievance committee are to be selected shall include all full-time faculty members as set forth below. The Panels shall be comprised of members exemplifying the nature of Cameron's diverse and inclusive full-time faculty.

- a. Professors
- b. Associate Professors
- c. Assistant Professors
- d. Ranks below Assistant Professor

G.3.7 Composition of a Grievance Committee. The grievance committee shall consist of five members, chosen at random, consisting of one member from each of two panels to which the grievant belongs, and three additional members who must be tenured faculty--one Professor and two Associate Professors. If the grievant belongs to more than two panels, he may select the two panels from which the members are to be chosen. The grievant and the other parties involved in the grievance shall each be allowed to challenge one selection for the committee without showing cause (peremptory challenge) and any other selection for cause. Challenges may be made after a full potential committee has been selected. The Chair of the Faculty Senate shall rule on the validity of challenges for cause. Members of the department involved in the grievance shall not be eligible to serve on the committee.

G.3.8 Grievance Consultant. At any step in the grievance procedures, the Chair of the Faculty Senate or the Equal Opportunity Officer who may become involved if discrimination is alleged, may be requested by either or both parties to the grievance or by the grievance committee to serve as a consultant in an advisory capacity without the power of decision in the grievance matter.

G.4 HEARINGS AND REPORT

G.4.1 Designation of Chair. Normally, the Chair of the grievance committee shall be the faculty member with the greatest number of years of service at Cameron University. However, the committee may depart from this procedure for reasons it deems sufficient, provided the Chair is selected from among the members of the committee. The Chair shall schedule a hearing at the earliest convenient time when all affected parties can be present.

G.4.2 Responsibility for Serving on Committee. All members selected shall be expected to serve on the committee except in cases of illness, necessary absence from the campus, service on a grievance committee in the current or immediately preceding academic year, or other extreme hardship. The Chair of the Faculty Senate shall decide whether a chosen committee member should be excused from service and must replace such a member by the same procedure used for the original selection. Members of the grievance committee shall commit themselves to observe procedures consistent with fairness to all parties concerned; for example, the committee members shall not discuss the case with anyone outside of the hearings and shall not be influenced in making a decision by any consideration other than the evidence presented to them in meetings in which all affected parties are present. In the event of serious illness, necessary absence, or extreme hardship on the part of a member of the grievance committee during the course of the hearing, the Chair of the Faculty Senate may at his/her option or at the request of the grievant select a replacement by the same procedure used to select the original panel. In the event a committee member is replaced in the course of the hearing, his/her successor shall review the record of the proceedings to become familiar with the positions of the parties and their evidence.

G.4.3 Attendance at the Hearings. The grievance committee shall invite the grievant and the person against whom the grievance is filed to all hearings. Attendance at the hearings shall be limited to persons who have an official connection with the case, as determined by the Chair of the grievance committee. The grievant and the person against whom the grievance is filed may each choose to be accompanied by an advisor, a colleague, a friend, or legal counsel. If either party is to be accompanied by legal counsel, the Chair of the committee shall be notified at least five working days prior to the meeting and shall notify the other party as soon as possible. The committee may request legal assistance from the University. Others whose participation in the hearing is considered essential in order to assist the committee in establishing the facts of the case shall appear before the committee where they will remain only long enough to give testimony and to answer questions of committee members. The Chair shall designate a recorder for the proceedings, subject to approval by both principals.

G.4.4 Rules of Procedure for Hearing. The committee and those persons directly involved in the grievance may call witnesses, present statements, and in a structured manner ask questions of each other and of the witnesses, except that only procedural questions may be addressed to committee members after the committee is selected. Although one or both of the principals may be accompanied by a colleague or counsel, the principals shall normally be responsible for presenting their own case. The committee shall have immediate access to all relevant non-confidential documents and other materials but shall consider as evidence only those materials, including testimony, to which all of the principals to the grievance have been afforded access. The grievance committee shall set forth the rules of procedures for the hearing, usually within the guidelines and suggested format set forth below. The Chair may, for good cause and with the concurrence of a majority of the entire committee, authorize deviation from the guidelines or format, in which case the principal parties shall be notified. Guidelines are as follows:

- a. The grievant shall be heard first in all phases of a grievance hearing and shall be primarily responsible for the presentation of his/her position.
- b. Counsel or representative may advise the principals but shall not be permitted to testify or cross-examine.
- c. A reasonable time limit should be established for opening and closing statements and shall be announced prior to or at the outset of the hearing.
- d. Length of hearing sessions may be established in advance; every effort should be made to conduct the hearing as expeditiously as possible, with equal fairness to both parties.
- e. The principal parties shall provide the Chair with the names of potential witnesses at least 48 hours prior to the hearing. The Chair shall be responsible for determining the time when the witnesses will appear before the committee. The principal parties shall be responsible for informing their own witnesses of this scheduled appearance.
- f. After primary witnesses for both parties have been heard, such witnesses may be recalled for additional questioning if requested by either party or by the grievance committee. The committee may call new witnesses whose testimony it deems relevant or helpful.
- g. All testimony and other evidence pertaining to the grievance shall be held in strict confidence.
- h. Only evidence relevant to the grievance may be introduced. Questions of relevance shall be decided by the Chair.
- i. The administration will attempt to secure the cooperation of witnesses and will make available to the committee necessary documents and other evidence within its control. No employee of the University, regardless of position, shall be excluded or excused from appearing before the committee if called, unless good cause can be shown.
- j. Procedures recommended by the American Association of University Professors are recognized as general guidelines for conducting investigations in connection with renewal or non-renewal of faculty appointments, to the extent that they are in consonance with the procedures stated herein.

G.4.5 Record of Proceedings. A confidential tape recording of the grievance hearings shall be made and will be accessible to the principal parties involved, the committee, the President or his/her designee, and members of the Board of Regents (and authorized representatives of any of the above) on a "need to know" basis. Either party to the grievance may request that the committee endeavor to provide a typed transcript of the testimony. The cost of preparation of such a transcript shall be paid by the party making the request. After the report of the grievance committee has been prepared, the tapes and relevant material will be sealed and preserved by the Office of the President. Such materials shall be destroyed after five years unless one or both parties submits a written request to the President offering acceptable reasons for preserving such documents.

G.4.6 Right to Withdraw Grievance. At any point in the proceedings prior to the time at which the committee reaches its final decision, the grievant may withdraw any portion or all of the

grievance with the consent of the committee. In all cases in which the grievance is withdrawn with the consent of the committee, the grievant shall not have the privilege of reopening the same grievance under these grievance procedures at any time in the future.

G.4.7 Procedures for Reviewing Testimony Presented and Reporting Findings. The committee shall prepare its report, specifically citing the evidence upon which its decision was based. The written report will contain (a) a statement of the purpose of the hearing, (b) a description of issues considered, (c) findings of fact, and (d) recommendations. The grievance committee shall make its report to the President or his/her designee with copies to the principals. The Chair of the grievance committee shall inform the Chair of the Faculty Senate that the report and recommendations of the grievance committee have been submitted to the President. If the recommendations are adverse to the grievant, he shall have five working days (based on the academic calendar) from the date the report is submitted to the President within which he may submit in writing for consideration any specific objections he may have regarding the adequacy of the processes used by the committee in arriving at its conclusions. The committee shall make available to the President, upon request, a summary of the testimony and other evidence presented.

G.4.8 Final Decision. The President or his/her designee shall give the final decision in writing to the Chair of the Faculty Senate, the Chair of the grievance committee, the grievant, and the other party involved in the grievance. If the final decision is contrary to the recommendation of the grievance committee, the President shall include a statement specifying the reason for not accepting the recommendations of the committee.

G.4.9 Time Schedule

- a. Filing a Grievance.** A person shall have 15 working days (based on the academic calendar) from the date of receiving the recommendations of the informal review committee or of being notified that an informal review committee will not be formed to initiate a written grievance if the complaint has not been resolved to his/her satisfaction.
- b. Formation of a Grievance Committee:** A committee shall normally be selected within 10 working days (based on the academic calendar) after a person has filed a timely written request for the formation of the committee.
- c. Hearings and Reporting Findings.** Grievances shall receive prompt attention. The hearings and report of the grievance committee shall normally be completed within 30 working days (based on the academic calendar) of the formation of the grievance committee, and the final decision shall be made by the President normally within 10 working days (based on the academic calendar) thereafter.

In any case in which the committee deems these time schedules to be inadequate, the Chair shall notify the principal parties involved in writing of the amended time schedule.

APPENDIX H

FACULTY SENATE CONSTITUTION

Article I. Name

The name of this unincorporated association shall be the Faculty Senate of Cameron University.

Article II. Membership and Officers

- A.** The Faculty Senate shall consist of elected members of the Faculty. In order to be eligible for election to the Faculty Senate, a person must be a full-time member of the Faculty, with rank of Professor, Associate Professor, Assistant Professor, Senior Instructor, or Instructor, or their equivalent as defined by the Faculty Senate with the exception of two members elected from the Supplemental Faculty with adjunct status. Those members of the Faculty whose appointments are more than 50% administrative are excluded from membership in the Faculty Senate.
- B.** Each academic department will elect at least one voting representative to the Faculty Senate. Each department with more than 10 full-time ranked faculty will elect a second voting representative. No department will be eligible to have more than two representatives. In addition, the Library will elect a voting representative to the Faculty Senate. Also, Adjunct Faculty members will elect from among their numbers two representatives for each academic year; these two representatives must work for different departments. The Student Government Association will elect one non-voting representative to the Faculty Senate. Elected members may be recalled at any time by a majority vote of their department. In such case, the department will hold a special election to determine a replacement.
- C.** To assure continuity, members of the beginning Faculty Senate shall determine by drawing lots which one-half of the members shall serve for one year, and which one-half for two years. The one-year positions shall become two-year positions at the second annual election.
- D.** Deans are not eligible to serve as officers or members of the Faculty Senate but may vote in all Faculty Senate elections.
- E.** A Chair, a Chair-Elect, and a Secretary shall each be elected to a one-year term by members of the Faculty in a general election.

Article III. Faculty Senate Functions

- A.** The Faculty Senate acts as the official voice of the Faculty as a whole.
- B.** The Faculty Senate provides information and advisory recommendations on matters of student academic concern to the President. Such matters may include but not be limited to
 - 1.** Admission requirements;
 - 2.** Curriculum and courses;
 - 3.** Degrees and requirements for degrees;
 - 4.** Calendar and schedule; and

5. Student affairs.
- C. The Faculty Senate provides advisory recommendations to the President and such other administrators or bodies as may be appropriate on institutional matters of direct faculty concern. Such matters shall include but not be limited to
1. Institutional policies regarding faculty status, including appointments, promotions, granting of tenure, retirement, non-reappointment, and dismissal;
 2. Institutional policies affecting the general welfare, working conditions, and the services performed by and for the faculty;
 3. Institutional policies relating to academic and professional research and other scholarly and creative activities;
 4. University budget; and
 5. Institutional planning.

Article IV. Faculty Senate Duties

The Faculty Senate will hold regular meetings at a set time each month during the academic year. Special meetings may be called by the President, the officers of the Faculty Senate, or a petition signed by at least ten members of the Faculty Senate.

In addition to attentive performance of the functions stated in Article III, the Faculty Senate shall

- A. Facilitate the flow of information to its various constituencies on matters of student, faculty, and institutional concern;
- B. Elect, from the membership of the Faculty Senate, the chair and the secretary of each standing committee of the Faculty Senate;
- C. Create and elect the members of such ad hoc committees as shall seem appropriate to the Faculty Senate.
- D. Coordinate activities, including the receipt and review of recommendations, of standing committees and ad hoc committees of the Faculty Senate;
- E. Supervise the election of faculty members to the Faculty Senate, to the various standing committees of the Faculty Senate, and to the University committees; and
- F. Serve as an advisory body to any individual or group component of Cameron University if deemed appropriate and useful by the Faculty Senate.

Article V. Liaison with the President

The President will present to the September meeting of the Faculty Senate in each academic year a general message on the state of the University in which he will give recommendations for the progress of the University. At least once a year, the President will provide the Faculty Senate with a report on the state of the University budget.

After each meeting of the Faculty Senate, the Chair will provide in writing to the President of the University a list of all motions approved by the Senate at that meeting. The President will, within 45 calendar days after receipt of a Senate action, inform the Senate of his disposition of a Senate measure. If a Senate measure is disapproved, the President or his representative shall inform the Senate officers of the reasons for the decision. It is noted that at times, confidentiality requirements may limit the extent of complete disclosure.

Article VI. Faculty Senate Standing Committees

A. Academic Standards and Policies Committee

Functions: To formulate or coordinate recommendations and regulations for academic policy and to report to Faculty Senate for consideration recommended interpretations of existing academic policies.

Membership

Chair - Member of Faculty Senate.
Secretary - Member of Faculty Senate.
4 Faculty - Elected members.
Administrative representative appointed by the President (non-voting).

B. Faculty Committee

Functions: To study existing policies and procedures and, if appropriate, develop recommendations to the Faculty Senate for improvements in policies and procedures relating to matters of faculty welfare, including policies relating to management of promotion, salary, rank, tenure, leaves of absence, academic freedom, teaching loads, parking privileges, and any other matter which may affect general faculty morale.

Membership

Chair - Faculty Senate Chair Elect
Secretary - Member of Faculty Senate.
6 Faculty - Elected members.

C. Fringe Benefits and Retirement Committee

Functions: To review, evaluate, and if appropriate, make recommendations concerning fringe benefits and retirement programs to the Faculty Senate.

Membership

Chair - Member of Faculty Senate.
Secretary - Member of Faculty Senate.
3 Faculty - Elected members.
Vice President for Business and Finance (ex-officio, non-voting).

D. Long-Range Planning Committee

Functions: To make recommendations to the Faculty Senate regarding issues and programs that affect the future planning and development of Cameron University.

Membership

Chair - Appointed by Faculty Senate Chair
Secretary - Elected from below
3 Faculty - Elected from and by Faculty Senate
1 Member from each school on campus selected by Faculty Senate Chair
Chair-Elect of Faculty Senate
VPAA

E. Rules Committee

Functions: To make recommendations to the Faculty Senate regarding the nomination of the chair and secretary of each of the standing committees; to review and recommend the establishment, modification, and termination of the Standing Committees; and to certify the validity of election procedures and results.

Membership

3 Officers of Faculty Senate.
2 Additional members elected from and by Faculty Senate.

Article VII. Amendments

- A.** Proposed amendments to this Constitution may be presented by any member of the Faculty Senate or by any faculty member at any regular or special session of the Faculty Senate. Any such proposed amendment may be amended by majority vote at that same meeting if a quorum is present.
- B.** Any proposed amendment that is either presented to or amended by the Faculty Senate shall not be voted upon at the same meeting at which the amendment is so presented or amended.
- C.** The proposed amendment(s), if approved by a majority of the members of the Faculty Senate, is then submitted to the campus faculty for consideration. The proposed amendment(s) shall be accepted if approved by a 2/3 majority of the campus faculty voting in a special election called for that purpose and then approved by the President.

Article VIII. Ratification Procedure

This constitution will become effective when approved by (1) a 2/3 voting majority of the campus faculty voting in a special election called for that purpose, (2) the President, and (3) the Board of Regents.

APPENDIX I

UNIVERSITY STANDING COMMITTEES

- 1. The Academic Appeals Committee** serves as the appeals body for (1) the administration of the Admissions and Retention Policies of the University, (2) the consideration of exceptions or substitutions in academic areas which are not specifically reserved to a specific academic department or area, and (3) the consideration of any other matters associated with policies and procedures governing academic appeals.

The responsibility for academic evaluations of students rests with the faculty. If a student feels wrongfully and unfairly treated by an instructor and if he/she is unable to resolve the matter in conference with the instructor or the Departmental Chair, an appeal may be made.

Membership:

Faculty: Four elected at large by the Faculty.
Students: Three appointed by the Dean of Students as recommended by the Student Government Association President.
Administrators: Registrar (ex-officio, non-voting); Administrative support: one appointed by the President (non-voting).

- 2. The Curriculum Committee** makes recommendations to the Vice President for Academic Affairs regarding all requests for (1) course changes, (2) new courses, (3) program changes, and (4) new programs.

Membership:

Faculty: One elected by and from the Faculty Senate; one faculty representative from the school for every 20 full-time faculty members in each school to be elected by the faculty (Deans are to be included in the count of faculty of each school).
Students: Three appointed by the Student Government Association President.
Administrators: The Vice President for Academic Affairs or his/her representative (ex-officio, non-voting); Registrar; Academic Affairs Coordinator.

- 3. The Developmental Education Assessment Committee** supports ongoing activities and initiatives to improve developmental education delivery and learning outcomes. The members of the DEAC collectively oversee the assessment process for developmental education in mathematics, English, and reading including credit bearing and non-credit bearing activities such as supplemental instruction, tutoring, and peer mentoring. The committee 1) reviews and revises, as needed, outcomes, measures, and targets; 2) coordinates with the appropriate departments or units to gather data from content-based measures; 3) analyzes data from measures and coordinates with the appropriate departments or units to develop or recommend action plans for improvement 4) coordinates with appropriate departments and units to implement and update action plans and to evaluate the effectiveness of implemented action plans.

Membership:

Faculty: (Staggered terms of two years) Two appointed by the Chair of the Department of Mathematical Sciences; two appointed by the Chair of the Department of Communication, English, and Foreign Languages; one elected from the School of

Graduate and Professional Studies; one elected from the School of Arts and Sciences; and one appointed from the Office of Teaching and Learning.

Staff: (Staggered terms of two years) Two appointed from the Office of Teaching and Learning.

Administrators: The Associate Vice President for Academic Affairs or representative (ex-officio, non-voting); the Director of Institutional Research, Assessment, and Accountability or representative (ex-officio, non-voting).

- 4. The Distance Learning Committee** acts as an advisory and recommending body to the Director of Distance Learning. The committee (1) reviews best practices for delivery and support of distance learning in asynchronous, synchronous, and mixed modes; (2) formulates recommendations for faculty policy, procedures and practices for distance delivery of instruction; (3) reviews existing and proposed distance learning programs and courses; and (4) represents Cameron University on state and regional committees and boards on the topic of distance learning.

Membership:

Faculty: (Three year terms) One, by and from the Faculty Senate. Two appointed by the Vice President for Academic Affairs from programs available completely by technology enabled distance delivery. One appointed by each academic dean (or equivalent) from faculty engaged in distance delivery of instruction.

Students: (One year term) Three appointed by the Vice President for Enrollment Management and Student Success as recommended by the Student Government Association President.

Administrators: Director of Distance Learning (ex-officio, non-voting); (Three year terms) Two appointed by the Vice President for Academic Affairs (ex-officio, non-voting). One, by and from the Staff Advisory Council.

- 5. The Faculty Development Committee** serves in an advisory capacity and makes recommendations to the VPAA regarding faculty development programs, policies, and operation of the Faculty Development Center.

Membership:

Faculty: One elected by and from the Faculty Senate; two elected by and from each school; one elected by and from the Graduate Faculty; three appointed by the Vice President for Academic Affairs.

Administrators: The Vice President for Academic Affairs or his/her representative (ex-officio, non-voting).

- 6. The Financial Assistance Appeal Committee** serves as (1) the appeals and review body for financial assistance student concerns and (2) an advisory group to the Director of Financial Assistance.

Membership:

Faculty: One faculty member from the Student Services Committee appointed by the Vice President for Enrollment Management and Student Success.

Administrators: Director of Financial Assistance or designee (ex-officio, non-voting); Registrar; Academic Advising Center representative; Financial Assistance representative appointed by the Director of Financial Assistance; and Student Support Services representative appointed by the Director of Student Support Services.

7. **The General Education Committee** (1) establishes and reviews guidelines for certifying courses to meet general education program requirements; (2) certifies courses for meeting general education requirements; (3) develops guidelines for determining the applicability of transfer courses for meeting general education requirements; (4) evaluates general education assessment results and proposes appropriate program modifications; (5) reviews general education program to assure compliance with regulations and standards of governing bodies and accreditors; (6) formulates and promotes professional development programs for general education faculty; and (7) reports annually on the effectiveness of the general education program.

Membership:

- Faculty: Six from the School of Arts & Sciences elected by the faculty; Five from the School of Graduate and Professional Studies elected by the faculty; one from the Library appointed by the Director of Library Services; one representative elected by and from Faculty Senate.
- Students: Two appointed by the Student Government Association President.
- Administrators: Director of Institutional Research, Assessment, & Accountability (ex officio, non-voting); the Associate Vice President for Academic Affairs; the Vice President for Academic Affairs or his/her representative (ex-officio, non-voting).

8. **The Go Green Committee** makes recommendations to the Vice President for Business and Finance to (1) increase campus awareness of environmental and sustainability issues, (2) suggest methods for continuing environmental education of students, staff and faculty, (3) serve as a processing point for environmental and sustainability recommendations arising from any part of campus, and (4) survey current campus practices related to environmental stewardship and make recommendations for improvement.

Membership:

- Faculty: One elected or appointed by and from the Faculty Senate (one year term) and one faculty member elected at large (two year term).
- Students: The Student Government Association President or designee and one student appointed by the Student Government Association (one year term).
- Administrators: One elected by and from the Staff Advisory Council (one year term), Director of Physical Facilities or designee, and Dean of Students or designee.

9. **The Graduate Council** serves as the principal governing and appellate committee for all issues pertaining to graduate education at Cameron University making recommendations to the VPAA. Council functions include but are not limited to oversight of graduate curriculum; graduate faculty selection and retention; student matriculation and retention; in cooperation with the academic disciplines, strategic planning for graduate education; and appeals of grades, suspension, and dismissal.

Membership:

- Faculty: All Department Chairs in departments where **active** graduate courses are offered and two additional faculty members from each department that offers a graduate degree (Business, Education, Psychology).
- Students: Three graduate students, one from each department with a graduate program, nominated by the Dean shall be confirmed by a simple majority vote of the Graduate Council.
- Administrators: Dean of the School of Graduate and Professional Studies chairs the Graduate Council.

Additional Non-voting: Academic Affairs Coordinator, Graduate Admissions Counselor, Graduate Advisement Specialist, Registrar, Director of Admissions/Graduate Enrollment.

10. The Information Technology Advisory Committee is an advisory and recommending body to the Director of Information Technology Services and other appropriate administrators regarding the development of policies and plans related to computing and all aspects of information technology.

Membership:

Faculty: One elected by and from the Faculty Senate; two from each school appointed by the Dean of the School.

Students: Three appointed by Student Government Association President.

Administrators: Director of Information Technology Services (ex-officio, non-voting); three professional staff from Information Technology Services (ex-officio, non-voting); one from the Library appointed by the Director of Library Services and one professional staff member appointed by the Vice President for Academic Affairs (ex officio, non-voting).

11. The Institutional and Internal Services Committee reports to the Vice President for Business and Finance and is responsible for making recommendations regarding University contracts with external organizations, issues of public safety, the upkeep and improvement of the physical plant, and other University services not under the purview of academic or student affairs.

Membership:

Faculty: Three elected at large by the Faculty; one elected by and from the Faculty Senate.

Students: One appointed by the Student Government Association President.

Administrators: Vice President for Business and Finance (ex-officio, non-voting).

12. The Institutional Assessment Committee reports to the VPAA and is responsible for (1) identification of appropriate assessment objectives for Cameron University, consistent with the policies and requirements of the Oklahoma State Regents for Higher Education and the Higher Learning Commission; and (2) University-wide coordination of planning and implementation of entry-level assessment, mid-level (general education) assessment, programs outcomes assessment, and student satisfaction assessment programs which meet those same objectives and requirements.

Membership:

Faculty: Chair (appointed by the Vice President for Academic Affairs); one appointed by and from the Faculty Senate; six elected from the School of Arts and Sciences; six elected from the School of Graduate and Professional Studies; Chair of the General Education Committee (ex-officio, non-voting); Chair of the Developmental Assessment Committee (if a faculty member).

Staff: Three from the Office of Teaching and Learning; one to represent Developmental Education; two from Enrollment Management and Student Success; three representing other non-instructional units; Chair of the Developmental Assessment Committee (if a staff member).

Administrators: Director of Institutional Research, Assessment, and Accountability (ex-officio, non-voting); the Vice President for Academic Affairs (ex-officio, non-voting) or his/her representative.

13. The Intercollegiate Athletics Committee serves in an advisory capacity to the Director of Athletics and the President. On request, the Committee reviews, interprets, and recommends policies and regulations regarding the conduct of the intercollegiate athletic program.

Membership:

Faculty: One elected by and from the Faculty Senate; two elected at large by the Faculty.
Students: Two recommended by the Student Government Association President and approved by the Vice President for Enrollment Management and Student Success or his/her designee
Administrators: Faculty Athletic Representative (Chair); Director of Athletics (ex-officio, non-voting).

14. The Intercollegiate Committee for Gender Equity, Diversity and Inclusion (1) Develops and monitors the Department of Athletics Gender Equity, Diversity and Inclusion Plan(s): Identify issues, problems and solutions, Seek feedback from student-athletes, coaches, and athletic administrators, Monitor progress on goals, Recommend adjustments to the plan as needed, Communicate to the campus and community; (2) Reviews relevant reports prepared by the Department of Athletics to meet NCAA requirements to include: Institutional Self Study Guide (ISSG), Annual government report Equity in Athletics Disclosure Act (EADA) Report (October), Annual NCAA/EADA report (January); and (3) Assists with the development and review of the Athletics Institutional Self Study Guide (ISSG) which is to be done every 5 years:

Membership:

Faculty: One faculty Athletics Representative.
Students: One student athlete appointed by Athletic Director; one student appointed by the Student Government Association President.
Administrators: Senior Women's Administrator (Committee Chair); Equal Opportunity Officer/Title IX Coordinator (ex-officio, non-voting); Inclusion and Student Success Coordinator (ex-officio, non-voting); Vice President for Academic Affairs or designee; one member of the Intercollegiate Athletics Committee; one Coach appointed by the Athletic Director.

15. The Lectures and Concerts Committee serves in an advisory capacity to the Vice President for Enrollment Management and Student Success and is responsible for encouraging lectures and concerts by (1) disseminating information regarding funding of lectures and concerts and (2) reviewing and making recommendations regarding proposals for University-funded lectures and concerts.

Membership:

Faculty: One elected by and from the Faculty Senate; two elected by and from each school.
Students: Four appointed by the Student Government Association President.
Administrators: Dean of Students (ex-officio, non-voting).

16. The President's Strategic Planning Committee serves in an advisory capacity to the President on matters related to addressing the University Strategic Plan, Campus Master Plan, and maintaining institutional accreditation. The Committee also serves as the nominating body for ad hoc committees for strategic plan development, campus master plan development, and accreditation self-study development on an as needed basis.

Membership:

- Faculty: Chair, Faculty Long-Range Planning Committee; Chair, current Strategic Plan Committee; Chair, current Campus Master Plan committee; Chair, previous HLC Self-Study committee.
- Students: Two undergraduate students and one graduate student appointed by the Student Government Association President.
- Administrators: President (Chair), Members of Executive Council, Accreditation Liaison Officer, and other members as appointed by the University President.
- Community: Appointment by the Chair of the CU Foundation; Appointment by the Chair of the CU Alumni Association

17. The Recruitment Committee serves in an advisory capacity to the VPAA and the Vice President for Enrollment Management and Student Success or his/her designee regarding student recruitment.

Membership:

- Faculty: Two elected by and from each school; one elected by and from Faculty Senate; one elected by and from Graduate Council.
- Students: Two undergraduate students and one graduate student appointed by the Student Government Association President.
- Administrators: Vice President for Enrollment Management and Student Success or his/her designee (ex-officio, non-voting).

18. The Research Committee serves in an advisory capacity to the VPAA and is responsible for encouraging and assisting faculty and students in research activities by (1) disseminating information regarding funding of research proposals, (2) providing assistance with the writing and review of research proposals, and (3) reviewing and making recommendations regarding University-funded research.

Membership:

- Faculty: One elected by and from the Faculty Senate; four elected at large by the Faculty.
- Students: Two undergraduate students appointed by the Student Government Association President; one graduate student selected by the Graduate Council.
- Administrators: The Vice President for Academic Affairs or his/her representative (ex-officio, non-voting).

19. The Student Persistence and Completion Committee supports ongoing activities and initiatives to improve persistence and completion among all student categories including 1) reviews of student and program performance data; 2) recommendations to the President or appropriate vice president for new persistence and completion initiatives and modification or discontinuation of existing initiatives; and 3) provides or sponsors programming to inform university faculty and staff members of best practices and new national trends in persistence and completion.

Membership:

- Faculty: Two elected at large by the Faculty; one faculty representative appointed by each academic dean, assistant vice president, and associate vice president to include at least one person delivering developmental instruction and one person delivering synchronous or asynchronous distance learning instruction.

- Staff: One staff representative appointed by each of the following: Dean of Students; Director of the Academic Advising Center; Director of Admissions; Director of Athletics; Director of Student Housing; Director of Financial Assistance; the Registrar; and the Vice President for Business and Finance.
- Students: Three appointed by the Student Government Association President, one of whom is enrolled online or at a learning site.
- Administrators: The Vice President for Academic Affairs or his/her representative (ex-officio, non-voting); the Vice President for Enrollment Management and Student Success or his/her representative (ex-officio, non-voting); the Director of Institutional Research, Assessment, and Accountability or his/her representative (ex-officio, non-voting).

20. The Student Services Committee acts as an advisory and recommending body to the Vice President for Enrollment Management and Student Success. The committee (1) formulates recommendations for student policy; (2) reviews and interprets existing student policies; and (3) coordinates with secondary committees under its jurisdiction (Student Activity Fee Allocation Committee), and (4) reviews applications for new student organizations and makes recommendations to the Vice President for Enrollment Management and Student Success.

Membership:

- Faculty: One elected by and from the Faculty Senate; two elected at large by the Faculty.
- Students: Five appointed by the Student Government Association President.
- Administrators: One appointed by the Dean of Students (non-voting).

21. The Teacher Education Council serves in an advisory capacity to the Director of Teacher Education. The Council (1) reviews teacher education regulations and proposed changes; (2) reviews all approved teacher education programs, proposed programs, and proposed changes in approved programs; (3) makes recommendations regarding the professional education sequence; and (4) makes recommendations regarding the selection, admission, and retention of teacher education students. Standing subcommittees of the Teacher Education Council include the Selection, Admission, and Retention Committee and the Faculty Development Committee.

Membership:

- Faculty: One elected by and from the Faculty Senate; one from each certificate program appointed by the department chair of the discipline.
- Students: One representing elementary education; one representing secondary education; and one representing Educational Leadership, all appointed by the Student Government Association President.
- Administrators: Director of Teacher Education (ex-officio, non-voting) chairs the Council; Coordinator of Field Experience (ex-officio) serves as permanent Chair of Selection, Admission, and Retention Committee, NCATE Coordinator (ex-officio, non-voting).
- Public: Two invited to participate by the Teacher Education Council (non-voting).

22. The Teaching and Learning Committee serves in an advisory capacity and makes recommendations to appropriate administrators regarding the Library, instructional technology, and other learning-resource centers. The committee reviews proposals and makes recommendations regarding University-funded innovative instruction grants.

Membership:

- Faculty: One elected by and from the Faculty Senate; one librarian appointed by the Director of Library Services; one from each school appointed by the Dean.
- Students: Three appointed by the Student Government Association President.
- Administrators: Two appointed by the President; two appointed by the Vice President for Academic Affairs; the Vice President for Academic Affairs or his/her representative (ex-officio, non-voting); the Director of Distance Learning (ex-officio, non-voting).

23. The University Committee on Equity, Diversity and Inclusion assists with the development and review of the University Equity Plans, reviews and makes recommendations on Federal Compliance Policies, seeks feedback from students, student-athletes, faculty and staff, monitors progress on goals, recommends adjustments to the plan as needed, communicates to the campus and community, and reviews annual university Affirmative Action Plan.

Membership:

- Faculty: One faculty member elected by the faculty to serve a 3 year term, one faculty member elected by and from the Faculty Senate.
- Staff: One staff member elected by and from the Staff Advisory Council.
- Students: The Student Government Association President, one student appointed by the Dean of Students.
- Administrators: Vice President for Academic Affairs (Chair), Equal Opportunity Officer/Title IX Coordinator (ex-officio, non-voting), Inclusion and Student Success Coordinator (ex-officio, non-voting), one member of the Intercollegiate Athletics Committee.

Ad Hoc Committees and Task Forces. From time to time, additional ad hoc committees or task forces may be created. A description of those committees or task forces, their purpose, and membership will be maintained on the University's official website.

1. The Public Exercises Task Force coordinates commencement ceremonies, convocation, and other ceremonies that include University-wide participation and that are open to the general public. The committee reviews the format, facility utilization, personnel requirements, equipment requirements, safety and parking requirements, and all associated matters necessary for management of the event. Recommendations by the committee are made to the person or organization in charge of the event.

Membership:

- Faculty: Representative from the Department of Art, Music and Theatre Arts
- Administrators: Director of Events Management; Representative from Physical Facilities; Executive Assistant to the President; Vice President for Academic Affairs or his/her designee; Vice President for Enrollment Management and Student Success or his/her designee; Senior Director, Public Affairs; Academic Deans; Dean of Students; Registrar; Director, Public Safety; Director, KCCU.

2. **The Assurance Argument Review Committee** serves to review and update the Assurance Argument provided to the Higher Learning Commission through the 2024 - 2025 academic year. The committee convenes at least twice each year to allow members to provide input on behalf of the unit or units represented.

Membership:

Faculty: Three appointed by Faculty Senate; and one each appointed by the VPAA, academic deans, and assistant or associate vice presidents for academic affairs supervising employees with academic rank.

Staff: One each appointed by the following groups or individuals: Staff Advisory Council; each vice president; the Senior Director of Public Affairs; the Director of Athletics; the Director of Information Technology Services; the Director of Physical Facilities; and the administrator directly responsible for distance delivery of instruction.

Administrators: The Accreditation Liaison Officer (chair) and the HLC Assurance Argument Logistics and Coordination Team Member for Document Support.

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

Return by December 1, 2021

Electronic submission with President's signature is preferred (to sbeauchamp@osrhe.edu).

Institution: Cameron University

ACADEMIC CALENDAR FOR 2022-2023

NOTE: All schedules should include final exams

Summer 2022 Session:

Semester (8-week session) (begins and ends)	5/25/2022 through 7/25/2022
1st 4-week session (begins and ends)	5/25/2022 through 6/23/2022
2nd 4 week session (begins and ends)	6/24/2022 through 7/25/2022

Please list dates of all holidays/breaks (no classes)

MEMORIAL DAY	5/30/2022
JUNETEENTH	6/20/2022
INDEPENDENCE DAY	7/4/2022

Summer Commencement date (if applicable)	5/5/2023
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Fall 2022 Semester:

16 week Semester (begins and ends)	8/15/2022 through 12/9/2022
1st 8-week session (begins and ends)	8/15/2022 through 10/10/2022
2nd 8-week session (begins and ends)	10/11/2022 through 12/9/2022

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

12-week session (begins and ends)	9/13/2022 through 12/9/2022
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Please list dates of all holidays/breaks (no classes)

LABOR DAY	9/5/2022
FALL BREAK	10/20/2022 through 10/21/2022
THANKSGIVING	11/23/2022 through 11/25/2022

Fall Commencement date (if applicable)	5/5/2023
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Spring 2023 Semester:

16 week Semester (begins and ends)	1/9/2023 through 5/5/2023
1st 8-week session (begins and ends)	1/9/2023 through 3/6/2023
2nd 8-week session (begins and ends)	3/7/2023 through 5/5/2023

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

12-week session (begins and ends)	2/6/2023 through 5/5/2023
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Please list dates of all holidays/breaks (no classes)

MARTIN LUTHER KING	1/16/2023
SPRING BREAK	3/13/2023 through 3/17/2023

*****Note: Spring Break should be scheduled for the week that encompasses the third Wednesday in March*****

Spring Commencement date (if applicable)	5/5/2023
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Alternative Schedules (please describe any alternative schedules not already indicated above)

Intersessions (classes that meet between regularly scheduled semesters or that meet between summer session and fall semester, between fall semester and spring semester, or between spring semester and summer session):

	Fall 2022 Intersession (between summer 2022 and fall 2022)	Spring/Winter 2022- 2023 Intersession (between fall 2022 and spring 2023)	Summer 2023 Intersession (between spring 2023 and summer 2023)
Intersession begins	7/26/2022	12/12/2022	5/8/2023
Intersession ends	8/12/2022	1/6/2023	5/23/2023

Summer 2022 (if applicable):

Final add date 8 week classes	6/1/2022
Final drop date 8 week classes:	6/1/2022
Final add date first 4 week classes:	5/27/2022
Final drop date first 4 week classes:	5/27/2022
Final add date 2nd 4 week classes:	6/28/2022
Final drop date 2nd 4 week classes:	6/28/2022

Fall 2022:

Final add date 16 week classes:	8/22/2022
Final drop date 16 week classes:	8/26/2022
Final add date 1st 8 week classes:	8/19/2022
Final drop date 1st 8 week classes:	8/19/2022
Final add date 2nd 8 week classes:	10/17/2022
Final drop date 2nd 8 week classes:	10/17/2022

Spring 2023:

Final add date 16 week classes:	1/17/2023
Final drop date 16 week classes:	1/23/2023
Final add date 1st 8 week classes:	1/13/2023
Final drop date 1st 8 week classes:	1/13/2023
Final add date 2nd 8 week classes:	3/20/2023
Final drop date 2nd 8 week classes:	3/20/2023

Signature of President _____ **Date** _____

CAMERON UNIVERSITY
STATEMENTS OF NET POSITION
JUNE 30, 2021 AND 2020
UNAUDITED-MANAGEMENT USE ONLY

Assets	<u>6/30/2021</u>	<u>6/30/2020</u>
Unrestricted cash and cash equivalents	\$ 13,058,543	\$ 11,359,979
Restricted cash and cash equivalents	4,546,113	3,721,373
Accounts receivable, net	3,217,313	6,177,836
Net other post-employment benefits asset	256,212	308,915
Deposits and prepaid expenses	2,137,933	1,981,113
Capital assets, net	54,785,012	54,057,912
Total Assets	<u><u>78,001,126</u></u>	<u><u>77,607,128</u></u>
 Deferred Outflows	 <u><u>2,967,823</u></u>	 <u><u>3,245,879</u></u>
 Liabilities		
Accounts payable and accrued expenses	2,254,511	1,923,323
Post-employment benefits obligation	2,350,343	1,271,533
Accrued compensated absences	492,624	389,204
Net pension liability	27,422,638	28,891,382
Unearned revenue	1,050,958	1,158,201
Capital lease payable	18,952,400	20,046,275
Deposits held in custody for others	147,142	133,597
Total Liabilities	<u><u>52,670,616</u></u>	<u><u>53,813,515</u></u>
 Deferred Inflows	 <u><u>7,340,380</u></u>	 <u><u>8,452,062</u></u>
 Net Position		
Net Position	<u>20,957,953</u>	<u>18,587,430</u>
Total Net Position	<u><u>\$ 20,957,953</u></u>	<u><u>\$ 18,587,430</u></u>

CAMERON UNIVERSITY
STATEMENTS OF REVENUE, EXPENSES AND CHANGES IN NET POSITION
FOR TWELVE MONTHS ENDED JUNE 30, 2021 AND 2020
UNAUDITED-MANAGEMENT USE ONLY

	6/30/2021	6/30/2020
Operating Revenues		
Student tuition and fees	\$ 23,881,154	\$ 25,515,773
Grants and contracts	3,620,652	2,683,607
Sales and services of educational activities	813,944	505,685
Sales and services of auxiliary enterprises	4,606,057	5,737,429
Other operating revenues	1,968,082	43,603
Total Operating Revenues	34,889,889	34,486,097
Operating Expenses		
Compensation and benefits	29,515,764	30,158,990
Contractual services	990,068	707,168
Supplies and materials	13,945,048	12,057,257
Depreciation	3,870,277	3,802,039
Utilities	1,917,072	1,515,244
Communication	190,994	206,166
Scholarships and fellowships	19,395,165	19,303,147
Other operating expenses	1,954,878	2,266,958
Total Operating Expenses	71,779,266	70,016,969
Operating loss	(36,889,377)	(35,530,872)
Nonoperating Revenues and (Expenses)		
State appropriations	16,144,002	16,807,337
Grants and contracts	15,235,807	12,521,528
Private gifts	1,505,056	645,660
Endowment and Investment income	332,735	606,087
Net Nonoperating Revenues and (Expenses)	33,217,600	30,580,612
Income Before Other Revenues, (Expenses), Gains or (Losses)	(3,671,777)	(4,950,260)
Other Revenue, Expenses, Gains or Losses		
Private gifts for capital projects	-	825,000
Capital state appropriations	1,073,712	1,105,262
Total Other Revenue, (Expenses), Gains and (Losses)	1,073,712	1,930,262
Change in Net Position	\$ (2,598,065)	\$ (3,019,998)

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

Return by December 1, 2021

Electronic submission with President’s signature is preferred (to sbeauchamp@osrhe.edu).

Institution: Rogers State University

ACADEMIC CALENDAR FOR 2022-2023

NOTE: All schedules should include final exams

Summer 2022 Session:

Semester (8-week session) (begins and ends)	6/6/2022 through 7/29/2022
1st 4-week session (begins and ends)	6/6/2022 through 7/1/2022
2nd 4-week session (begins and ends)	7/5/2022 through 7/29/2022

Please list dates of all holidays/breaks (no classes) 7/4/2022 through 7/4/2022
 Click here to enter begin date. through Click here to enter end date.

Please add any additional short-term sessions offered at your institution:

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Summer Commencement date (if applicable)	Click here to enter a date.
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Fall 2022 Semester:

16-week Semester (begins and ends)	8/15/2022 through 12/9/2022
1st 8-week session (begins and ends)	8/15/2022 through 10/7/2022
2nd 8-week session (begins and ends)	10/10/2022 through 12/9/2022
1st 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
2nd 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
4th 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please list dates of all holidays/breaks (no classes)	9/5/2022 through 9/5/2022
	10/13/2022 through 10/14/2022
	11/23/2022 through 11/25/2022

Fall Commencement date (if applicable)	Click here to enter a date.
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Spring 2023 Semester:

16-week Semester (begins and ends)	1/17/2023 through 5/12/2023
1st 8-week session (begins and ends)	1/17/2023 through 3/10/2023
2nd 8-week session (begins and ends)	3/20/2023 through 5/12/2023
1st 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
2nd 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
4th 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please list dates of all holidays/breaks (no classes)	1/16/2023 through 1/16/2023
	3/13/2023 through 3/17/2023
	5/29/2023 through 5/29/2023

*****Note: Spring Break should be scheduled for the week that encompasses the third Wednesday in March*****

Spring Commencement date (if applicable)	5/13/2023
	Click here to enter a date.
	Click here to enter a date.

Alternative Schedules (please describe any alternative schedules not already indicated above)

Intersessions (classes that meet between regularly scheduled semesters or that meet between summer session and fall semester, between fall semester and spring semester, or between spring semester and summer session):

	Fall 2022 Intersession (between summer 2022 and fall 2022)	Spring/Winter 2022-2023 Intersession (between fall 2022 and spring 2023)	Summer 2023 Intersession (between spring 2023 and summer 2023)
Intersession begins	Click here to enter a date.	12/12/2022	5/15/2023
Intersession ends	Click here to enter a date.	1/13/2023	5/26/2023

Summer 2022 (if applicable):

Final add date 8-week classes	6/8/2022
Final drop date 8-week classes:	6/10/2022
Final add date first 4-week classes:	6/7/2022
Final drop date first 4-week classes:	6/8/2022
Final add date 2nd 4-week classes:	7/5/2022
Final drop date 2nd 4-week classes:	7/6/2022

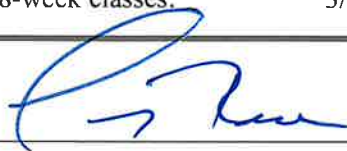
Fall 2022:

Final add date 16-week classes:	8/19/2022
Final drop date 16-week classes:	8/26/2022
Final add date 1st 8-week classes:	8/17/2022
Final drop date 1st 8-week classes:	8/19/2022
Final add date 2nd 8-week classes:	10/12/2022
Final drop date 2nd 8-week classes:	10/18/2022

Spring 2023:

Final add date 16-week classes:	1/23/2023
Final drop date 16-week classes:	1/30/2023
Final add date 1st 8-week classes:	1/19/2023
Final drop date 1st 8-week classes:	1/23/2023
Final add date 2nd 8-week classes:	3/22/2023
Final drop date 2nd 8-week classes:	3/24/2023

Signature of President



Date

8-20-21

ROGERS STATE UNIVERSITY
STATEMENT OF NET POSITION

June 2021 (FY21)

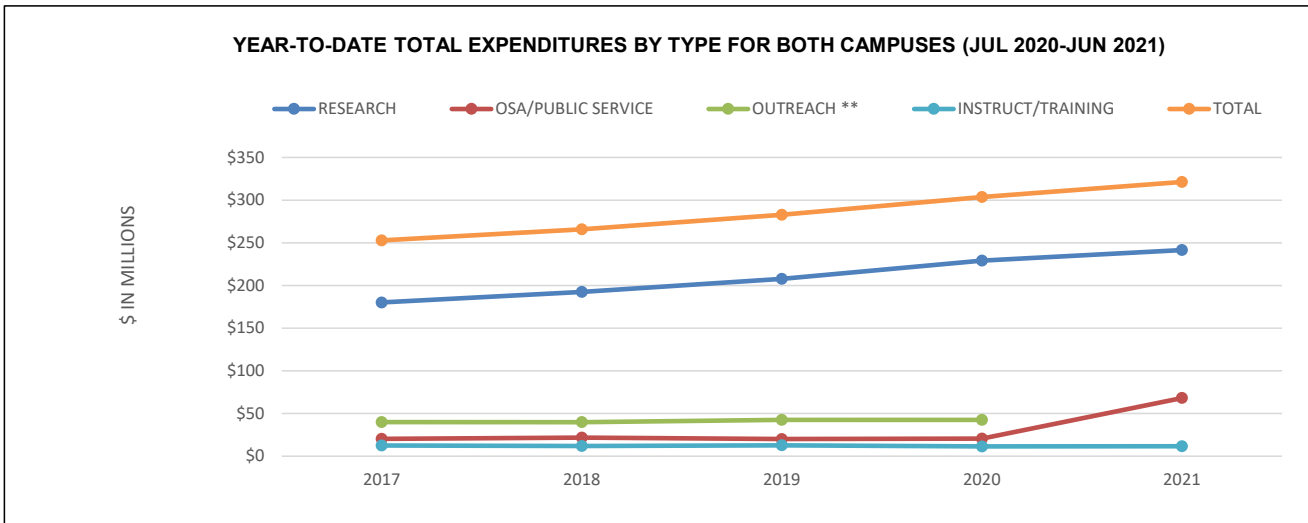
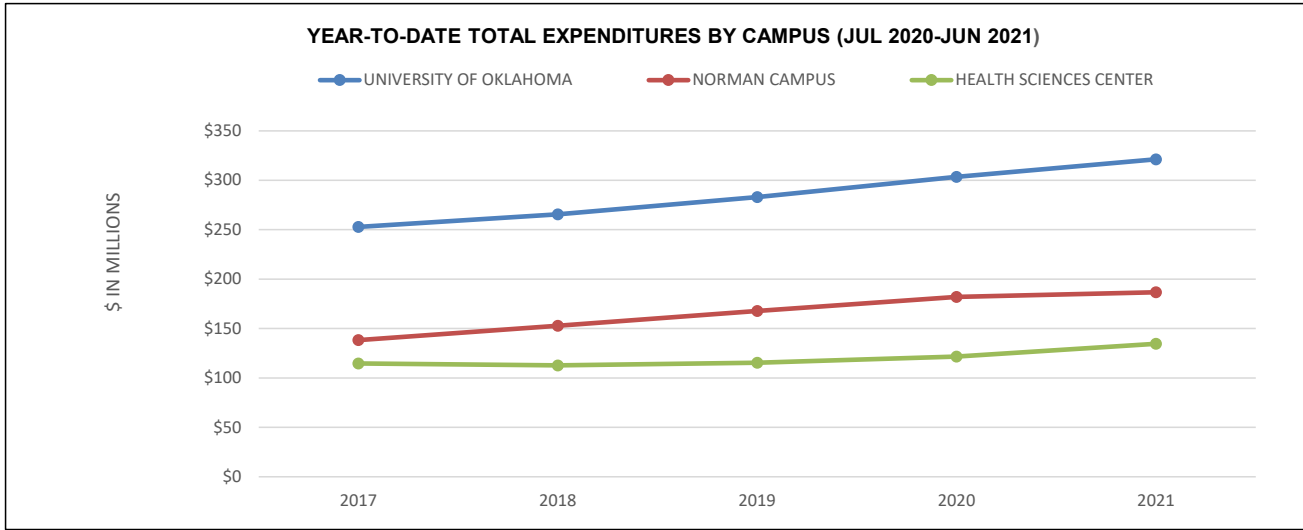
UNAUDITED - MANAGEMENT USE ONLY

Assets	6/30/2021	6/30/2020
Unrestricted Cash and cash equivalents	\$ 15,256,276	\$ 12,862,394
Restricted Cash and cash equivalents	3,158,202	2,436,223
Accounts receivable - net	3,536,732	2,985,082
Net other post-employment benefit asset	178,222	178,222
Deposits and prepaid expenses	-	118,835
Capital assets, net	67,581,044	70,434,871
Total Assets	<u>89,710,476</u>	<u>89,015,628</u>
Deferred Outflows of Resources	<u>3,684,720</u>	<u>3,684,720</u>
Liabilities		
Accounts payable and accrued expenses	1,446,145	1,525,859
Post-employment benefits obligation	290,128	290,128
Accrued compensated absences	1,003,770	986,981
Net pension liability	19,494,199	19,485,343
Unearned revenue	780,800	927,677
Bonds payable	2,081,864	2,225,660
Capital lease payable	40,913,935	43,090,058
Deposits held in custody for others	186,176	204,757
Total Liabilities	<u>66,197,017</u>	<u>68,736,463</u>
Deferred Inflows	<u>5,175,364</u>	<u>5,199,084</u>
Net Position		-
Net Position	22,022,814	18,764,801
Total Net Position	<u>\$ 22,022,814</u>	<u>\$ 18,764,801</u>

ROGERS STATE UNIVERSITY
STATEMENT OF REVENUES, EXPENSES AND CHANGES TO NET POSITION
FOR THE TWELVE MONTHS ENDED JUNE 30, 2021 AND 2020 UNAUDITED -
MANAGEMENT USE ONLY

Operating Revenues	<u>6/30/2021</u>	<u>6/30/2020</u>
Student tuition and fees	\$ 14,429,722	\$ 17,481,600
Federal grants and contacts	3,944,359	919,995
State and private grants and contracts	3,487,213	3,320,563
Auxiliary enterprises	7,149,703	5,863,983
Other operating revenues	113,531	79,169
Total Operating Revenue	<u>29,124,528</u>	<u>27,665,310</u>
 Operating Expenses		
Compensation and benefits	22,851,077	22,271,067
Contractual services	1,989,172	1,831,284
Supplies and materials	6,378,854	5,530,232
Depreciation	3,364,951	3,396,962
Utilities	1,371,966	1,180,274
Communications	223,402	246,369
Scholarships and fellowships	6,505,577	7,541,645
Other operating expenses	1,090,018	1,175,167
Total Operating Expenses	<u>43,775,018</u>	<u>43,173,000</u>
 Operating Loss	 (14,650,490)	 (15,507,690)
 Nonoperating Revenues (Expenses)		
State appropriations	11,257,392	11,730,166
Federal and State Grants	6,406,604	7,295,307
Endowment and Investment income	203,428	246,705
Interest expense	(1,317,071)	(1,779,505)
Net Nonoperating Revenues	<u>16,550,352</u>	<u>17,492,673</u>
 Income Before Other Revenues, (Expenses), Gains or (Losses)	 1,899,863	 1,984,983
 Other Revenues, Expenses, Gains or Losses		
Capital state appropriations	1,050,706	1,368,683
Capital Grants and Gifts	307,445	19,980
Total Other Revenue, (Expenses), Gains and (Losses)	<u>1,358,151</u>	<u>1,388,663</u>
 Change in Net Position	 <u>\$ 3,258,013</u>	 <u>\$ 3,373,646</u>

UNIVERSITY OF OKLAHOMA (BOTH CAMPUSES) EXPENDITURES

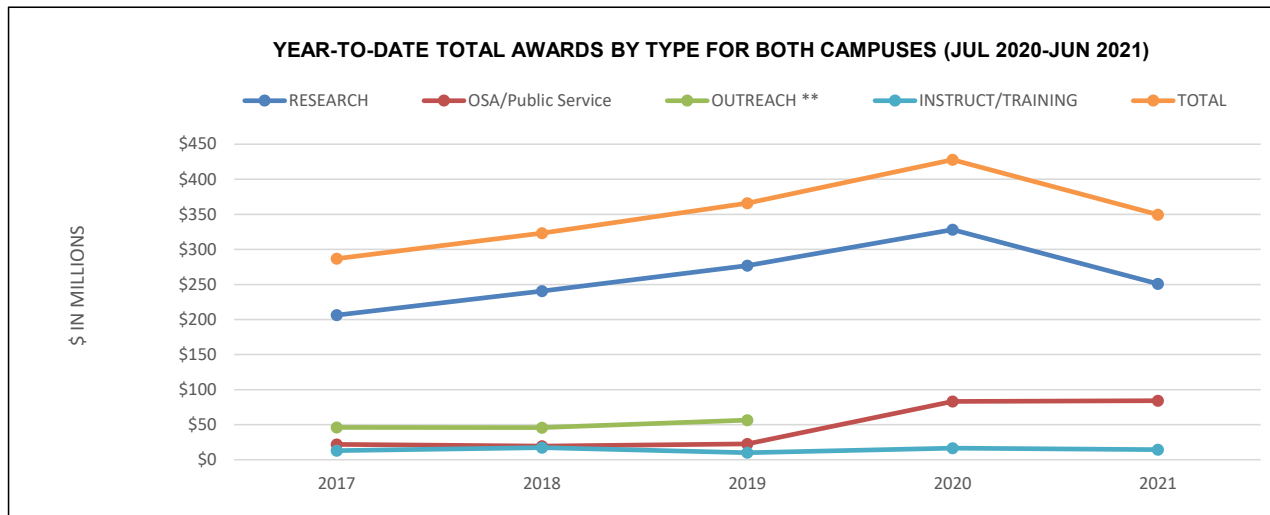
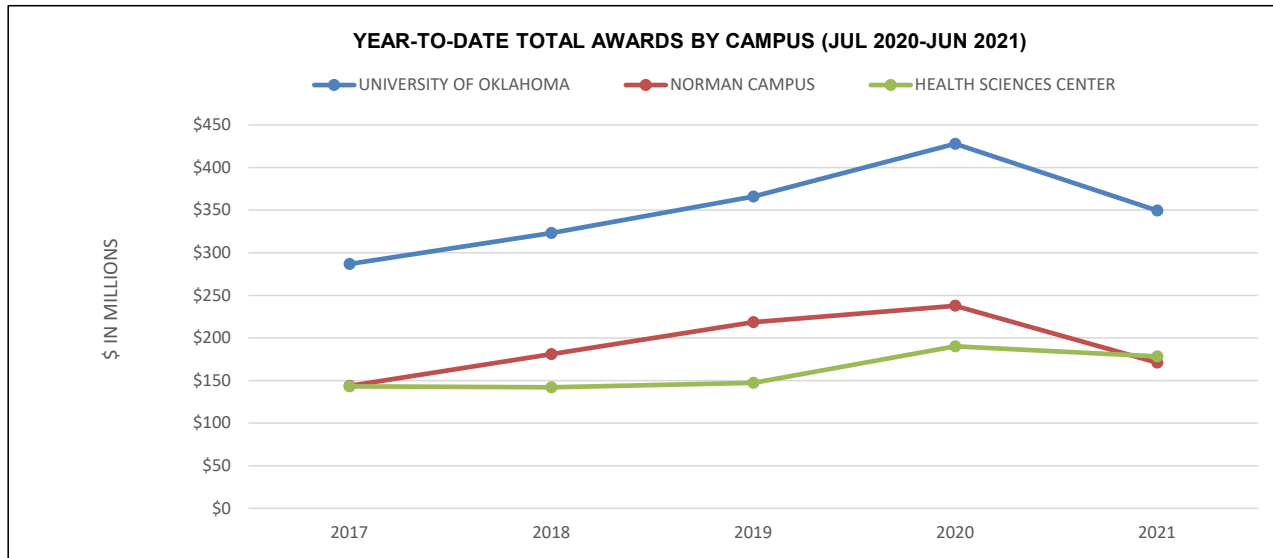


	FY 2021 Jul 2020-Jun 2021	Jul-Jun %CHANGE	FY 2020 Jul 2019-Jun 2020
RESEARCH	\$ 241,472,333	5.44%	\$ 229,008,874
OSA/PUBLIC SERVICE	\$ 68,116,595	231.60%	\$ 20,541,842
OUTREACH	\$ -	-100.00%	\$ 42,510,496
INSTRUCT/TRAINING	\$ 11,685,121	1.98%	\$ 11,458,244
TOTAL	\$ 321,274,049	5.85%	\$ 303,519,456

**OUTREACH was previously reported in a separate category, but as of July 1, 2019 Outreach is now combined with OU-Norman's data in Research, OSA, and Instruction/Training. Awards prior to July 1, 2019 may continue to have expenditures in the OUTREACH category through FY20.

HEALTH SCIENCES CENTER AND NORMAN CAMPUS

UNIVERSITY OF OKLAHOMA (BOTH CAMPUSES) AWARDS



	FY 2021 Jul 2020-Jun 2021	Jul-Jun %CHANGE	FY 2020 Jul 2019-Jun 2020
RESEARCH	\$ 250,858,334	-23.56%	\$ 328,164,903
OSA/PUBLIC SERVICE	\$ 84,189,262	1.17%	\$ 83,213,037
INSTRUCT/TRAINING	\$ 14,351,943	-13.05%	\$ 16,506,049
TOTAL	\$ 349,399,539	-18.34%	\$ 427,883,989

****OUTREACH** was previously reported in a separate category, but as of July 1, 2019 Outreach is now combined with OU-Norman's data in Research, OSA, and Instruction/Training. Awards prior to July 1, 2019 may continue to have expenditures in the OUTREACH category through FY20.

NORMAN CAMPUS AND HEALTH SCIENCES CENTER

NORMAN CAMPUS & HEALTH SCIENCES CENTER
REPORT OF CONTRACTS AWARDED (OVER \$1M)
March, April, May & June 2021

AWD #	AGENCY	TITLE	VALUE RECEIVED	TOTAL ANTICIPATED VALUE	TOTAL PERIOD	PI(s)
20171181	Okla Tobacco Settlement Endowment Trust Fund	TSET Cancer Research Program	\$5,500,000	\$27,335,000	60 mo.	Robert S Mannel (Stephenson Cancer Center)
20002364	State of Oklahoma, Department of Human Services	(Outreach) Child Support Case Initiation Center (Year 2 of 5)	\$4,071,880	\$4,071,880	12 mo.	James Deberry (Center for Public Management)
20180476	Natl Inst of General Medical Sciences	Oklahoma Shared Clinical and Translational Resources (OSCTR)	\$3,852,339	\$22,945,047	59 mo.	Judith A James (Ctr - Clinic&Translation Rsch)
20201273	Okla Tobacco Settlement Endowment Trust Fund	Oklahoma Tobacco Research Center	\$3,800,000	\$11,286,000	36 mo.	Michael S Businelle (Stephenson Cancer Center)
20181585	Natl Inst of General Medical Sciences	Oklahoma IDeA Network of Biomedical Research Excellence (INBRE IV)	\$3,561,212	\$17,929,810	60 mo.	Darrin Randal Akins (Microbiology & Immunology)
20002648	State of Oklahoma, Department of Human Services	(Outreach) Child Welfare New Specialist Training FY22 (Year 2 of 5)	\$2,353,445	\$2,353,445	12 mo.	James Deberry (Center for Public Management)
20191176	Natl Inst of General Medical Sciences	Oklahoma Center for Microbial Pathogenesis and Immunity (COBRE)	\$2,179,888	\$11,137,651	59 mo.	Jimmy D. Ballard (Microbiology & Immunology)
20171776	National Cancer Institute	Stephenson Cancer Center - Cancer Center Support Grant	\$2,176,332	\$13,404,393	60 mo.	Robert S Mannel (Stephenson Cancer Center)
20002366	State of Oklahoma, Department of Human Services	(Outreach) Child Support Services Employer Education & Service Center FY22 (Year 2 of 5)	\$2,006,182	\$2,006,182	12 mo.	James Deberry (Center for Public Management)
20002681	State of Oklahoma, Department of Human Services	(Outreach) Resource Family Training Program FY22	\$1,911,961	\$1,911,961	12 mo.	Kristi Charles (National Resource Center for Youth)
20181113	National Cancer Institute	A Lead Academic Participating Site in Oklahoma for the Design and Conduct of NCTN Clinical Trials	\$1,793,408	\$12,678,639	72 mo.	Kathleen Moore (Stephenson Cancer Center)
20003274	State of Oklahoma, Department of Rehabilitation Services	(Outreach) DRS Pre-ETS FY22	\$1,608,801	\$1,608,801	12 mo.	Annie Baghdayan (Center for Disability Education and Training)
20171215	Okla Tobacco Settlement Endowment Trust Fund	Evaluating Oklahoma Tobacco Settlement Endowment Trust (TSET) Funded Projects	\$1,585,000	\$8,275,000	60 mo.	Laura Ann Beebe (Biostatistics & Epidemiology)
20180873	National Heart, Lung and Blood Institute	Strong Heart Study - Coordinating Center	\$1,515,610	\$9,255,594	66 mo.	Ying Zhang (College of Public Health)
20181181	Oklahoma State Department of Health	Ryan White CARE Act Part B	\$1,497,978	\$6,175,359	48 mo.	Douglas A Drevets (Internal Medicine - Infectious Diseases)
20202304	National Institute on Aging	Cerebrovascular Rejuvenation by Heterochronic Blood Exchange	\$1,361,358	\$1,361,358	36 mo.	Zoltan Ungvari (Biochemistry & Molecular Biology)
20002365	State of Oklahoma, Department of Human Services	(Outreach) Child Support Oklahoma Support Information System (OSIS) FY22 (Year 2 of 5)	\$1,292,521	\$1,292,521	12 mo.	James Deberry (Center for Public Management)
20192426	Bureau of Health Workforce	Value-Based Medical Student Education Training Program	\$1,176,232	\$7,532,555	46 mo.	Steven Crawford (Family Medicine)
20200493	National Institute on Aging	Oklahoma Nathan Shock Centers of Excellence in Basic Biology of Aging	\$1,060,577	\$5,302,889	57 mo.	Arlan G. Richardson (Biochemistry & Molecular Biology)
20002412	City of Oklahoma City	SARS-CoV-2 Sewage Surveillance in Oklahoma City for 2021	\$1,047,000	\$1,047,000	12 mo.	Bradley Stevenson (Microbiology and Plant Biology)
20202355	AstraZeneca Pharmaceuticals LP	A Randomised, Double-blind, Active-controlled 52-week Study with an Open-label Extension to Evaluation the Efficacy and Safety of Benralizumab Compared to Mepolizumab in the Treatment of Eosinophilic Granulomatosis with Polyangiitis (EGPA) in Patients	\$1,040,449	\$1,040,449	9 mo.	Salim Daouk (Pulmonary Medicine)
21 Total			\$46,392,173	\$169,951,534		

THE UNIVERSITY OF OKLAHOMA

September 2021

SUMMARY OF RESEARCH ACTIVITIES AT OU FOR JULY 2020-JUNE 2021

New awards: Total sponsored awards for the period from July 2020-June 2021 decreased \$78.5M (-18.3%) from 2020. On the Norman campus, new awards decreased \$66.6M (-28%) from 2020 primarily due to no new funding on the GeoCarb project and the CIMMS project being in the last year of the project before CIWRO begins October 1st. On the Health Sciences campus, new awards decreased \$11.9M (-6.26%) from the previous year, reflecting completion of a one-time \$8M equipment award, as well as the difference between the federal award year and the state award year.

Expenditures: The total expenditures from July 2020-June 2021 increased \$17.8M (+5.85%) from 2020. The \$4.7M increase on the Norman campus is primarily due to the \$3.9M difference in GeoCarb (NASA) expenditures.

The following are significant grants and activities during the time from March 2021-current, organized into thematic areas of research:

Cancer

- In June 2021, Xencor, Inc. committed \$516,991 for a multisite clinical study to determine the safety and effectiveness of an investigational compound alone or in combination with Pembrolizumab. These treatments are designed to activate the immune system to stop the growth and spread of cancer cells in either Extensive-Stage Small Cell Lung Cancer or Advanced Merkel Cell Carcinoma. This project is being led by Raid Aljumaily, MD, associate professor in the OU College of Medicine, Department of Internal Medicine, Section of Hematology/Oncology.
- A new contract titled “A Phase 1 Multicenter, Open-label, Dose Escalation and Dose Expansion Study to Evaluate the Safety, Pharmacokinetics, Pharmacodynamics and Antitumor Activity of AO-176” was awarded in June 2021. The purpose of this \$516,628 study is to evaluate an investigational drug as a potential treatment for varieties of cancers including but not limited to epithelial ovarian carcinoma, squamous cell carcinoma of the head and neck, endometrial cancer, castration-resistant prostate cancer, non-small cell lung adenocarcinoma, papillary thyroid cancer, malignant mesothelioma (pleural or peritoneal), and gastric adenocarcinoma/gastro-esophageal adenocarcinoma. This project is led by Debra Richardson, MD, associate professor in the Department of Obstetrics & Gynecology, OU College of Medicine.

Climate and Weather

- In June 2021, the University of Oklahoma was selected to host the National Oceanic and Atmospheric Administration’s (NOAA) new Cooperative Institute for Severe and High-Impact Weather Research and Operations. The selection comes with an award of up to

THE UNIVERSITY OF OKLAHOMA

September 2021

\$208M over five years, with the potential for renewal for another five years based on successful performance.

Diabetes

- A new \$476,180 award was received in June 2021 from the National Institute of Diabetes and Digestive and Kidney Diseases, a part of the National Institutes of Health. Led by Weidong Wang, PhD, associate professor in the OU College of Medicine, Department of Internal Medicine, Section of Endocrinology, Diabetes and Metabolism, this five-year award, totaling \$2,302,343, will leverage basic discoveries in interdisciplinary fields to develop a novel and safer therapy for type 2 diabetes. This project will identify first-in-class PPAR γ acetylation inhibitors that leverage the insulin-sensitizing properties and improved safety profiles on body weight, heart, bone, and fluid balance for the prevention and better treatment of diabetes. This addresses a major unmet clinical need of a potent and safe insulin sensitizer to tackle the increased prevalence of type 2 diabetes.
- Aditya Joshi, PhD, assistant professor in the OU College of Pharmacy, Department of Pharmaceutical Sciences, received a \$377,560 grant in May 2021 from the National Institute of Diabetes and Digestive and Kidney Diseases, a part of the National Institutes of Health. This four-year grant totaling \$931,089 seeks to better understand the role of aryl hydrocarbon agonists in protection against liver injury. Successful completion of this work may serve as a key to developing new therapeutic strategies targeting hepatic diseases.

Education

- In July 2021, an anticipated four-year, \$1.99M award was received from the Institute of Education Sciences (IES) with the U.S. Department of Education. The project will focus on building a “Transition Assessment and Goal Generator – Middle School” specific to middle school students based on an original assessment tool” developed at the Zarrow Center for Learning Enrichment in 2012. The Individuals with Disabilities Education Act mandates that transition planning for students with disabilities begins by the time a student is 16 years old. To comply, educational institutions help students with disabilities develop plans for their future based off assessments of high school readiness and postschool success. However, many educational institutions begin transition planning earlier than the federally required age despite a lack of existing transition assessment for middle school students with disabilities. The lead PI on this project is Kendra Williams-Diehm, PhD, professor and director of the Zarrow Center for Learning Enrichment.

Hydrogen Production, Transportation, and Infrastructure Task Force

- Tomás Díaz de la Rubia, PhD, University of Oklahoma’s vice president for research and partnerships, has been selected to represent the contributions of research and workforce

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development across Oklahoma's higher education institutions in a newly formed state-led task force to investigate the issues regarding hydrogen production and distribution in Oklahoma. The task force will discuss opportunities in Oklahoma regarding hydrogen production including the use and availability of water resources, availability of resources necessary for producing hydrogen at cost competitive market, strategies to encourage development of hydrogen technology, infrastructure and transportation, and developing a state-wide roadmap for a hydrogen economy.

Intellectual Property

- In response to the Lead On, University Strategic Plan, Pillar 5, Strategy 5, Tactic 5: "Ensure that OU has flexible and efficient intellectual property policies and processes that make the faculty and staff competitive when seeking the support of the private sector, or when seeking to patent and license inventions," OU has released a new approach to IP licensing terms for corporate sponsored research agreements. The approach is modeled after best practices at many top-tier public AAU and other universities and is the result of a comprehensive joint effort between the offices of the legal counsel, finance, and the Norman campus VPRP. We believe these new options and the flexibility they afford will prove to be very advantageous for our faculty and students and for the private sector corporations we engage with. This new flexibility is expected to result in greatly enhanced growth of corporate and other private sector sponsored research at OU.

Neonatal-Perinatal Medicine

- In June 2021, Peter Vitiello, PhD, associate professor and director of the Center for Pregnancy & Newborn Research in the OU College of Medicine, was awarded \$356,565 from the National Heart, Lung, and Blood Institute, a part of the National Institutes of Health. This two-year grant totaling \$735,715 will examine and define how oxygen-sensitive signaling pathways contribute to bronchopulmonary dysplasia (BPD), alveolar growth and injury in the setting of altered oxygen tension such as the transition from in *utero* to an oxygen-rich perinatal atmosphere. The goal of this project is to accelerate the discovery of key thioredoxin regulatory nodes of signaling networks and harness this information for the development of new diagnostic and therapeutic approaches for perinatal hyperoxic injury.

Pediatrics

- In June 2021, Megan K. Peters, PT, D.Sc., clinical assistant professor in the OU College of Medicine, Department of Pediatrics, Section of Developmental and Behavioral Pediatrics, was awarded a \$623,165 grant from the Maternal and Child Health Bureau, a part of the Health Resources and Services Administration. This five-year grant, totaling \$3,115,401, focuses on Oklahoma's ongoing challenges with shortages of providers who have expertise in caring for individuals with neurodevelopmental and other related

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developmental disabilities (DD), including autism spectrum disorder (ASD). The aim of this award is to grow the number and diversity of trainees to increase clinical outreach. The project will be conducted in collaboration with the OUHSC Office of Interdisciplinary Programs' Unity Clinic for statewide telehealth and mobile outreach to the tribal, rural, and medically underserved communities of Oklahoma. Through training, technical assistance (TA), continuing education (CE), and research, this award will build capacity across the state to improve the health of children with ASD/DD, in collaboration with Oklahoma Title V programs and other statewide partners.

Physics

- In July 2021, a three-year, \$1.7M award was received from the U.S. Department of Energy, as part of a larger \$93M project. The High Energy Physics (HEP) program at the University of Oklahoma is attempting to understand nature at its deepest level using the most advanced experimental and theoretical tools. The OU research team is focusing their investigations using data collected at the Large Hadron Collider (LHC) as members of the ATLAS Collaboration. Work at the LHC is particularly exciting since the discovery by the ATLAS and CMS collaborations of the long-sought Higgs boson, which plays a key role in the generation of the masses of the elementary particles. The OUHEP experimental group will continue to make measurements of standard model (SM) parameters, production and decay rates using top quarks, Higgs Bosons, and multi-bosons, and perform searches for phenomena not predicted by the SM such as exotic particles including vector-like fermions, dark matter particles, long-lived particles, and heavy mass Higgs-like particles. The lead co-PIs are Phillip Gutierrez, PhD, and Howard Baer, PhD, both professors in the Department of Physics and Astronomy.

Public Health

- Amanda Janitz, PhD, assistant professor Department of Biostatistics & Epidemiology, Hudson College of Public Health, was awarded \$237,048 from the National Institute of Environmental Health Sciences, a part of the National Institutes of Health. This two-year grant totaling \$414,050 will evaluate the association between aeroallergens and asthma in the Chickasaw Nation, using Global Positioning System (GPS) enabled metered-dose inhaler. This study is the first to combine spatially and temporally resolved asthma inhaler use data with personal and area-based sampling data for aeroallergens and anthropogenic air pollutants.

OU Insurance Monthly Rate Sheet for the 2022 Plan Year

The University of Oklahoma – All Campuses

Pending Board of Regents Approval

Rates Shown for Active, Full Time (0.75-1.0 FTE), Monthly Employees

- Biweekly Employees – Multiply the Employee Share by 0.50 to determine the amount paid per check (it will be half of the monthly rate).
- 9/9 Monthly Employees – Multiply the Employee Share by 1.5 to determine the amount paid per check.
- Part-Time Employees with 0.74 FTE or less, contact HR for help determining your rate.

Dental Insurance						
Plan	Basic Plan			Alternate Plan		
	Employee Share	OU Share	Rate	Employee Share	OU Share	Rate
Employee Only	\$14.54	\$15.32	\$29.86	\$33.98	\$15.32	\$49.30
Employee + Spouse	\$42.42	\$15.32	\$57.74	\$79.98	\$15.32	\$95.30
Employee + Child(ren)	\$40.08	\$15.32	\$55.40	\$76.14	\$15.32	\$91.46
Employee + Family	\$70.38	\$15.32	\$85.70	\$126.18	\$15.32	\$141.50

Vision Insurance (Employee Paid Benefit)		
Plan	Standard Plan	Premium Plan
	Rate	Rate
Employee Only	\$7.38	\$12.98
Employee + Spouse	\$11.42	\$20.12
Employee + Child(ren)	\$11.66	\$20.54
Employee + Family	\$18.78	\$33.10

Medical Insurance						
Tier 1 - \$41,999.99 and below						
Plan	PPO			HDHP		
	Employee Share	OU Share	Rate	Employee Share	OU Share	Rate
Employee Only	\$54.38	\$549.92	\$604.30	\$21.24	\$510.04	\$531.28
Employee + Child(ren)	\$229.64	\$918.54	\$1,148.18	\$100.94	\$908.50	\$1,009.44
Employee + Spouse	\$304.58	\$1,145.76	\$1,450.34	\$191.26	\$1,083.82	\$1,275.08
Employee + Family	\$403.06	\$1,349.42	\$1,752.48	\$231.10	\$1,309.62	\$1,540.72
Tier 2 - \$42,000 to \$64,999.99						
Plan	PPO			HDHP		
	Employee Share	OU Share	Rate	Employee Share	OU Share	Rate
Employee Only	\$90.64	\$513.66	\$604.30	\$53.12	\$478.16	\$531.28
Employee + Child(ren)	\$275.56	\$872.62	\$1,148.18	\$151.42	\$858.02	\$1,009.44
Employee + Spouse	\$435.10	\$1,015.24	\$1,450.34	\$255.02	\$1,020.06	\$1,275.08
Employee + Family	\$578.32	\$1,174.16	\$1,752.48	\$308.14	\$1,232.58	\$1,540.72
Tier 3 - \$65,000 and above						
Plan	PPO			HDHP		
	Employee Share	OU Share	Rate	Employee Share	OU Share	Rate
Employee Only	\$151.08	\$453.22	\$604.30	\$85.00	\$446.28	\$531.28
Employee + Child(ren)	\$321.50	\$826.68	\$1,148.18	\$232.16	\$777.28	\$1,009.44
Employee + Spouse	\$551.14	\$899.20	\$1,450.34	\$357.02	\$918.06	\$1,275.08
Employee + Family	\$665.94	\$1,086.54	\$1,752.48	\$431.40	\$1,109.32	\$1,540.72

Basic Life Insurance

Plan	Employee Only	
	Rate per \$1,000	Monthly Cost to Employee
1.5 X Annual Salary	\$0.035	\$0.00

Supplemental Life and Spouse Life Insurance

Age	Monthly Cost per \$1,000 of Covered Benefit	
	Supplemental Life	Spouse Life
0-24	\$0.05	\$0.05
25-29	\$0.06	\$0.06
30-34	\$0.08	\$0.08
35-39	\$0.09	\$0.09
40-44	\$0.10	\$0.10
45-49	\$0.17	\$0.15
50-54	\$0.35	\$0.23
55-59	\$0.54	\$0.43
60-64	\$0.67	\$0.66
65-69	\$1.27	\$1.27
> 70	\$2.06	\$2.06

Supplemental Life – Child(ren)

Coverage Level	Children Only
\$5,000	\$1.00
\$10,000	\$2.00

Accidental Death & Dismemberment (AD&D)

Coverage Level	Rate	Monthly Cost	Coverage	Rate	Monthly Cost
\$20,000	\$0.20	\$0.00	\$150,000	\$2.10	\$1.90
\$50,000	\$0.70	\$0.50	\$200,000	\$2.80	\$2.60
\$100,000	\$1.40	\$1.20	\$250,000	\$3.50	\$3.30

Supplemental AD&D

Coverage Level	Spouse
\$10,000	\$0.03
\$20,000	\$0.06
\$30,000	\$0.09
\$40,000	\$0.12
Coverage Level	Child / Children
\$5,000	\$0.01
\$10,000	\$0.02

Voluntary Short-Term Disability – Employee Only

Coverage Level	Employee Only
60% of weekly salary, up to \$1,500 per week	Age Rated Below
Age	Monthly Cost per \$100
0-49	\$5.30
50-59	\$6.20
60>	\$7.60

Voluntary Long-Term Disability – Employee Only

Coverage Level	Maximum per month	Minimum per month	Monthly Cost per \$100
66 2/3% of pay	\$5,000*	\$100	\$0.25
50% of pay	\$2,000	\$100	\$0.10
66 2/3% of pay	\$15,000*	\$100	\$0.34

*A payment in the DCP account will be made in addition to the monthly cash payment to the employee

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Monthly Retiree Health Insurance Premiums - 2022 Plan Year

Pending Board of Regents Approval

Pre-Medicare Retiree - Cigna		
		Total Premium
PPO	Retiree Only	\$ 842.25
	Retiree and Child(ren)	\$ 1,600.27
	Retiree and Spouse	\$ 2,021.40
	Retiree and Family	\$ 2,442.52
High Deductible Health Plan (HDHP)	Retiree Only	\$ 677.39
	Retiree and Child(ren)	\$ 1,287.03
	Retiree and Spouse	\$ 1,625.73
	Retiree and Family	\$ 1,964.42

Medicare Retiree - United Healthcare		
		Total
Medicare Advantage Plan (MAPD)	Medicare Retiree Only	\$ 190.17
	Medicare Retiree + Medicare Spouse	\$ 380.34
Medicare Part G Supplement + Part D	Medicare Retiree Only	\$ 404.78
	Medicare Retiree + Medicare Spouse	\$ 809.56
Medicare Part D Standalone	Medicare Retiree Only	\$ 186.60
	Medicare Retiree + Medicare Spouse	\$ 373.20

UNIVERSITY OF OKLAHOMA REPORT OF PURCHASES FOR THE QUARTER ENDED JUNE 30, 2021							
	Supplier	Amount	Campus	Department	Explanation	Category	Method
Funding Sources: Educational & General (Appropriations, Tuition & Fees, Sponsored Project Indirect Cost Reimbursements)							
1	ACADEMIC ANALYTICS LLC	\$ 272,000	Norman	Provost	Software	IT Product/Supply/Service	Sole Source
2	ADOBE INC	\$ 97,122	Norman	Marketing & Communication	Software	IT Product/Supply/Service	Sole Source
3	AIRPHOTON LLC	\$ 52,390	Norman	Oklahoma Geographical Survey	Spectrometer Microscope	Lab/Medical/Research Equipment	Sole Source
4	AKADEMOS INC	\$ 280,500	Norman	Athletics	Student-Athlete Books	Library Books Periodicals	Competed
5	APPLE INC	\$ 96,656	Norman	Marketing & Communications	Software	IT Product/Supply/Service	Competed
6	BRUKER NANO SURFACES DIVISION	\$ 299,877	Norman	Physics & Astronomy	Cryostation XP Series	Lab/Medical/Research Equipment	Sole Source
7	CHEMICAL ABSTRACTS SERVICE	\$ 206,035	Norman	University Libraries	Subscription Renewal	Library Books Periodicals	Sole Source
8	CONGRUITY 360 LLC	\$ 75,295	Norman	Information Technology	Software	IT Product/Supply/Service	Sole Source
9	DELL MARKETING LP	\$ 118,469	Norman	Physics & Astronomy	Photonic Professional GT2	Lab/Medical/Research Equipment	Sole Source
10	DIGICLARITY LLC	\$ 100,000	Norman	CCE Education Training & Management	Software	IT Product/Supply/Service	Competed
11	DNN CORP	\$ 64,960	OUHSC	IT Business Office	Content Mangement System	IT Product/Supply/Service	Sole Source
12	ELLUCIAN COMPANY LP	\$ 300,139	Norman	Information Technology	Software Maintenance Renewal	IT Product / Supply / Service	Sole Source
13	EVERFI INC	\$ 60,250	Norman	Diversity Office	Software	IT Product/Supply/Service	Competed
14	INCEED LLC	\$ 75,000	OUHSC	Stephenson Cancer Center	Temporary employee	Non-Professional Service	Competed
15	INFINITE TECHNOLOGIES RCS INC	\$ 56,400	Norman	Physics & Astronomy	Notched Cavity Laser (x2)	Lab/Medical/Research Equipment	Sole Source
16	JACKSON LABORATORY	\$ 56,363	OUHSC	College of Medicine	Research supplies	Lab/Medical/Research Supply	Sole Source
17	JEOL USA INC	\$ 200,000	OUHSC	College of Pharmacy	500MHz Spectrometer	Lab/Medical/Research Equipment	Sole Source
18	NANOSCRIBE GMBH	\$ 52,585	Norman	Physics & Astronomy	Photo Polymerization system	Lab/Medical/Research Equipment	Sole Source
19	NCI INC	\$ 90,097	OUHSC	BioChemistry	Microscope	Lab/Medical/Research Equipment	Competed
20	RFCORE CO LTD	\$ 100,045	Norman	Physics & Astronomy	Optical Table Systems (x2)	Lab/Medical/Research Equipment	Sole Source

21	S & P GLOBAL MARKET INTELLIGENCE II	\$ 67,800	Norman	College of Business Administration	Software	IT Product/Supply/Service	Sole Source
22	SPRINGER NATURE CUSTOMER SERVICE	\$ 154,019	Norman	University Libraries	Subscription Renewal	Library Books Periodicals	Sole Source
23	TECHNICAL MANUFACTURING CORPORATION	\$ 78,589	Norman	Meteorology	Combined Automated Filter Sampling Station	Lab/Medical/Research Equipment	Sole Source
24	TRIANGLE LABS INC	\$ 535,061	Norman	Meteorology	Sun Sky Lunar Photometer	Lab/Medical/Research Equipment	Sole Source
25	ULTRAFASST SYSTEMS LLC	\$ 386,500	Norman	Physics & Astronomy	Helios Spectrometer Laser System	Lab/Medical/Research Equipment	Sole Source
26	VELOS LLC	\$ 98,250	OUHSC	Stephenson Cancer Center	Velos software maintenance	IT Product/Supply/Service	Sole Source
27	VICOR CORPORATION	\$ 106,846	Norman	Physics & Astronomy	Optical Table Systems (x2)	Lab/Medical/Research Equipment	Sole Source
28	WITEC INSTRUMENTS CORP	\$ 165,000	Norman	Physics & Astronomy	Microscope System	Lab/Medical/Research Equipment	Sole Source
29	WORKFORCE SOFTWARE	\$ 231,820	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
30	WORKFORCE SOFTWARE	\$ 57,660	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
Funding Sources: Non-Educational & General (Non-Appropriated, Service Departments, Auxiliary Enterprises, Clinic Operations)							
31	3M HEALTH INFORMATION SYSTEMS	\$ 96,260	OUHSC	OU Physicians	CodeAssis software and data storage	IT Product/Supply/Service	Sole Source
32	ACTEON INC	\$ 54,280	OUHSC	Dentistry	Student kits	Lab/Medical/Research Supply	Sole Source
33	ADAIR,AMY ELIZABETH	\$ 61,250	OUHSC	Case Management	PASRR Assessments	Professional Services	Competed
34	ADDISON GROUP	\$ 822,448	Norman	IT	IT staff augmentation	Professional Services	Sole Source
35	ASD SPECIALTY HEALTHCARE LLC	\$ 56,000	Norman	Goddard Health	Birth Control Devices	MISC	Sole Source
36	BELL IT SERVICES INC	\$ 651,367	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
37	CADDELL & CO LLC	\$ 113,540	Norman	Facilities Management	Construction Project	Construction	Competed
38	CAROUSEL INDUSTRIES OF NORTH AMERICA	\$ 306,951	OUHSC	Financial Services	Phone Hardware, Support	IT Product/Supply/Service	Competed
39	CDW GOVERNMENT LLC	\$ 94,868	Norman	Deans office	Computer Replacement Plan	IT Product/Supply/Service	Competed
40	CDW GOVERNMENT LLC	\$ 60,540	Norman	Journalism	Apple Workstation	IT Product/Supply/Service	Competed

EXHIBIT H

41	CDW GOVERNMENT LLC	\$ 53,276	Norman	Education	Apple Equipment	IT Product/Supply/Service	Competed
42	CEPHEID	\$ 52,556	Norman	Goddard Health	Test Kits	Miscellaneous Fees	Sole Source
43	CHICKASAW TELECOM INC	\$ 115,869	OUHSC	IT Business Office	Cyseo for Elevator	IT Product/Supply/Service	Competed
44	CHICKERING CONCRETE LLC	\$ 181,699	OUHSC	Facilities Management	As Needed Concrete Repairs	Non-Professional Service	Competed
45	CIMEL ELECTRONIQUE	\$ 64,231	Norman	Information Technology	Precision 3450 desktop computer (x96)	IT Product/Supply/Service	Competed
46	CLM SERVICES LLC	\$ 54,036	OUHSC	Facilities Management	Building automation as needed	Building/Ground Improvements	Competed
47	CONSTRUCTION UNLIMITED	\$ 3,222,218	Norman	Facilities Management	Construction Project	Construction	Competed
	COPELIN CONTRACT LLC	\$ 173,828	Norman	A&E Services	Furniture for Wagner Hall	Furniture	Competed
48	COX COMMUNICATIONS INC	\$ 90,000	OUHSC	Student Affairs	Wifi/Cable service	Non-Professional Service	Competed
49	CUSHMAN & WAKEFIELD OF GEORGIA L	\$ 150,000	Norman	Real Estate	Lease Management	Professional Services	Competed
50	CUSHMAN & WAKEFIELD US INC	\$ 150,000	Norman	Real Estate	Lease Management	Professional Services	Competed
51	DEANS SWEEPER SCRUBBER SERVICE	\$ 279,815	OUHSC	Parking & Transportation	Seal Coating for Parking lots/garage	Building/Ground Improvements	Competed
52	DELCOM GROUP LP	\$ 254,000	Norman	Information Technology	Staff Augmentation	IT Product/Supply/Service	Competed
53	DELL MARKETING LP	\$ 85,389	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
54	DELL MARKETING LP	\$ 54,600	Norman	Arts & Science	Computer Upgrae for CAS Labs	IT Product/Supply/Service	Competed
55	DELL MARKETING LP	\$ 80,210	Norman	Metereology	Workstation	IT Product/Supply/Service	Competed
56	DELL MARKETING LP	\$ 79,535	Norman	Library	Workstation	IT Product/Supply/Service	Competed
57	DELL MARKETING LP	\$ 66,902	Norman	Geography	Workstation	IT Product/Supply/Service	Competed
58	DELL MARKETING LP	\$ 60,155	Norman	CCE Education Training &	Workstation	IT Product/Supply/Service	Competed
59	DELL MARKETING LP	\$ 996,403	OUHSC	Information Technology	Server hardware for OU Health to support their VDI environment	IT Product/Supply/Service	Competed
60	EDUCATIONAL COMPUTER SYSTEMS INC	\$ 121,800	Norman	Bursar's Office	Software for Student loan program	IT Product/Supply/Service	Competed

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61	ENERGYCAP LLC	\$ 100,430	OUHSC	Facilities Management	Utility Usage Monitoring	IT Product/Supply/Service	Sole Source
62	ERNST & YOUNG US LLP	\$ 100,000	Norman	Internal Audit	Academic Program Review Assessment	Professional Services	Competed
63	FISHER SCIENTIFIC COMPANY LLC	\$ 93,892	OUHSC	Surgery	BioTek microplate reader	Equipment	Competed
64	GE MEDICAL SYS US & PRIM CARE DIAG	\$ 106,769	OUHSC	OU Physicians	Ultrasound	Lab/Medical/Research Equipment	Competed
65	GIDEON TAYLOR CONSULTING LLC	\$ 244,200	OUHSC	Financial Services	Consulting for Paymaster	Non-professional service	Competed
66	GOBI LIBRARY SOLUTIONS FROM EBSCO	\$ 325,000	Norman	OU Libraries	Online & print monographs	IT Product/Supply/Service	Sole Source
67	GOBI LIBRARY SOLUTIONS FROM EBSCO	\$ 72,000	cancel po	OU Libraries	Print Serials Subscriptions	IT Product/Supply/Service	Sole Source
68	GUIDEPOINT SECURITY LLC	\$ 268,793	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
69	HINTON,JOYCE	\$ 63,000	Norman	Professional, Academic & Community Education	Lean Sigma Six Instruction	Professional Services	Sole Source
70	HOLOGIC INC	\$ 88,400	OUHSC	OU Physicians	Bone Density Equipment	Lab/Medical/Research Equipment	Sole Source
71	HUNTER MECHANICAL AND CONTROLS	\$ 261,604	OUHSC	Facilities Management	remove/install AHU #6	Non-Professional Service	Competed
72	HUNTER MECHANICAL AND CONTROLS	\$ 131,300	OUHSC	Facilities Management	Dental Vacuum Replacement	Building/Ground Improvements	Competed
73	HUNTER MECHANICAL AND CONTROLS	\$ 155,000	OUHSC	Facilities Management	Provide & Install Condensate Line at the Harold Hamm	Building/Ground Improvements	Competed
74	HURON CONSULTING SERVICES LLC	\$ 275,000	OUHSC	OU physicians	Consulting	Non-Professional Service	Competed
75	HURON CONSULTING SERVICES LLC	\$ 880,070	OUHSC	Financial Services	Consulting for Paymaster	Non-professional service	Competed
76	INSIGHT GLOBAL LLC	\$ 130,000	OUHSC	OU Physicians	Temp Staffing	Non-Professional Service	Sole Source
77	IRONWOLF BUILDING LLC	\$ 185,917	Norman	OU DHS Training Center	Lease	Lease	Sole Source
78	J&R ENVIRONMENTAL TRUCK SALES	\$ 132,563	Norman	Facilities Management	Construction Project	Vehicles/Transportation	Competed
79	JOE COOPER CHEVROLET & CADILLAC S	\$ 65,487	Norman	Fleet Services	Construction Project	Vehicles/Transportation	Competed
80	JOHNSON CONTROLS INC	\$ 50,774	OUHSC	Facilities Management	Replace Danfoss TXV's	Non-Professional Service	Sole Source
81	JUNIPER STRATEGIC ADVISERS INC	\$ 120,000	Norman		Strategic Planning consulting	Professional Services	Competed

EXHIBIT H

82	KORN FERRY US	\$ 160,000	Norman	HR	Executive Recruitment	Professional Services	Sole Source
83	KRUEGER INTERNATIONAL INC	\$ 55,285	OUHSC	OU physicians	Furniture	Furniture	Competed
84	LASSITER DRUG	\$ 60,675	Norman	Athletics	Meds for Athletes	MISC	Sole Source
85	MCCREADIE GROUP INC	\$ 86,121	OUHSC	OU Physicians/Epic	Epic: Vestigo software and implementation	IT Product/Supply/Service	Sole Source
86	MEDICUS FIRM INC	\$ 52,872	OUHSC	Internal Medicine	Recruiting	Non-Professional Service	Competed
87	MERRITT TENNIS & TRACK	\$ 454,775	Norman	Facilities Management	Construction Project	Building/Ground Improvements	Competed
88	METCO BUILDERS LLC	\$ 76,247	Norman	Facilities Management	Construction Project	Building/Ground Improvements	Competed
89	MIDTOWN CONSTRUCTION SERVICES LL	\$ 205,000	Norman	A&E Services	Construction Project	Construction	Competed
90	MYHEALTH ACCESS NETWORK INC	\$ 310,000	OUHSC	Medical Informatics	Doc2Doc software/sves	Non-Professional Service	Competed
91	NICHE COM INC	\$ 104,550	Norman	Information Technology	Recruitment platform	IT Product / Supply / Service	Sole Source
92	OKLAHOMA ROOFING & SHEET METAL L	\$ 67,562	Norman	Facilities Management	Construction Project	Building/Ground Improvements	Competed
93	PERFORMANCE SOLUTIONS INC	\$ 67,500	Norman	CPM	Consulting Services	Professional Services	Competed
94	PIVOT TECHNOLOGY SERVICES CORP	\$ 129,249	OUHSC	Information Technology	Cisco switches (data center)	IT Product/Supply/Service	Competed
95	PIVOT TECHNOLOGY SERVICES CORP	\$ 131,067	OUHSC	Information Technology	Cisco switches (Epic)	IT Product/Supply/Service	Competed
96	PRECISION BUILDERS LLC	\$ 927,250	Norman	Facilities Management	Construction Project	Construction	Competed
97	PROFESSIONAL TURF PRODUCTS LIMITE	\$ 172,765	Norman	Golf Course	Leased lawn equipment	Lease/rent Equipment	Competed
98	RICHARD WHITNEY ROOFING LLC	\$ 50,020	Norman	Facilities Management	Construction Project	Building/Ground Improvements	Sole Source
99	RUSH TRUCK CENTERS OF OKLAHOMA II	\$ 130,075	Norman	Facilities Mangement	Construction Project	Vehicles/Transportation	Competed
100	SAVILLS INC	\$ 134,759	Norman	Real Estate	Lease	Lease/rent property	Sole Source
101	SCHENKER INC	\$ 525,851	Norman	Procurement	Contract Management Platform	IT Product/Supply/Service	Competed
102	SCHINDLER ELEVATOR CORPORATION	\$ 164,909	Norman	Facilities Management	Construction Project	Building/Ground Improvements	Competed

EXHIBIT H

103	SHERIDAN BOOKS INC	\$ 142,759	Norman	OU Press	Book Manufacturer	Miscellaneous Fees	Competed
104	SHOEMAKER MECHANICAL	\$ 136,671	OUHSC	Integrative Immunology	Emergency Power /HVAC	Non-Professional Service	Competed
105	SIGNAL COMMUNICATIONS INC	\$ 64,933	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
106	SKC COMMUNICATION PRODUCTS LLC	\$ 210,990	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
107	SKC COMMUNICATION PRODUCTS LLC	\$ 151,990	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
108	SOUTHWEST CONTRACT	\$ 51,380	Norman	Food and Housing	Furniture for Cross Village	Furniture	Competed
109	SPHERECOMMERCE LLC	\$ 105,000	OUHSC	OU Physicians/Epic	Epic Implementation Services	IT Product/Supply/Service	Sole Source
110	T2 SYSTEMS INC	\$ 83,724	Norman	Parking Administration	Parking Management Software	IT Product/Supply/Service	Sole Source
111	TEKSYSTEMS INC	\$ 160,000	OUHSC	OU Physicians	Temporary Staffing	IT Product/Supply/Service	Competed
112	THORLABS INC	\$ 95,853	Norman	Biomedical Engineering	Imaging System	Lab/Medical/Research Equipment	Sole Source
113	TRANE US INC	\$ 85,602	Norman	Facilities Management	Construction Project	Building/Ground Improvements	Competed
114	TRANE US INC	\$ 360,216	OUHSC	Steam and Chilled Water Pl	Chiller#7 & 8 Starter replacements	Building/Ground Improvements	Competed
115	TRANSACT CAMPUS INC	\$ 387,095	Norman	Accounting	Transact/ Freedom Pay software	Non-Professional Service	Sole Source
116	UNITED DATA TECHNOLOGIES INC	\$ 107,973	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
117	VARSITY SPIRIT LLC	\$ 75,000	Norman	Athletics	Coaching Cheer Camp	Professional Services	Sole Source
118	VTA OKLAHOMA CITY LLC	\$ 115,500	Norman	OU DHS Training Center	Lease	Lease	Sole Source
119	VVC HOLDING CORP	\$ 418,585	OUHSC	OU Physicians	Medication management software	IT Product/Supply/Service	Sole Source
120	WARDELL CONSULTING GROUP LLC	\$ 62,500	Norman	Online Masters Programs	CACREP accreditation consulting services	Professional Services	Sole Source
121	WITT KIEFFER	\$ 180,000	Norman	HR	Executive Recruitment	Professional Services	Competed
122	XEROX BUSINESS SOLUTIONS SOUTHWEST	\$ 550,000	Norman	Engineering Dean	Equipment	Lab/Medical/Research Equipment	Competed
123	ZIMMER BIOMET DENTAL	\$ 67,348	OUHSC	College of Dentistry	Implant Kits	Lab/Medical/Research Supply	Sole Source

Funding Sources: Sponsored Projects (Federal, State, Other Grants and Contracts) and Private Funds							
124	ADVANCED ASSEMBLY LLC	\$ 88,575	Norman	ARRC	Printed Circuit Boards	Lab/Medical/Research Equipment	Sole Source
125	AMETEK BROOKFIELD	\$ 78,589	Norman	Radar Innovations Lab	TRM Assembly Production	Lab/Medical/Research Equipment	Sole Source
126	CARDINAL HEALTH 110 LLC	\$ 100,000	OUHSC	Medicine Infectious Disease	HIV Medication	Lab/Medical/Research Supply	Sole Source
127	DELL MARKETING LP	\$ 114,451	Norman	Information Technology	Software	IT Product/Supply/Service	Competed
128	GREENPHIRE INC	\$ 52,650	OUHSC	Oklahoma Tobacco Research	Clinical participant incentives	Lab/Medical/Research Supply	Competed
129	GREENPHIRE INC	\$ 50,390	OUHSC	Stephenson Cancer Center	Clinical participant incentives	Lab/Medical/Research Supply	Competed
130	INNOVA PLEX INC	\$ 66,099	Norman	Physics & Astronomy	VALO SHG Laser (x2)	Lab/Medical/Research Equipment	Sole Source
131	JOB CONNECTION	\$ 75,000	Norman	NCDET	Staff for Best Camp	Non-Professional Service	Competed
132	KENNEDY & COMPANY	\$ 54,000	OUHSC	Family Medicine	Educational modules for health science	Non-Professional Service	Sole Source
133	MAGNA-POWER ELECTRONICS INC	\$ 148,370	Norman	Radar Innovations Lab	Custom Radomes (x3)	Lab/Medical/Research Equipment	Sole Source
134	MONTANA INSTRUMENTS CORPORATION	\$ 209,460	Norman	Radar Innovations Lab	Bespoke Server system	Lab/Medical/Research Equipment	Sole Source
135	NETVIA GROUP	\$ 353,048	Norman	Radar Innovations Lab	Custom PCB's	Lab/Medical/Research Equipment	Sole Source
136	OKLA CANCER SPECIALISTS AND RES IN	\$ 216,000	OUHSC	Obstetrics and Gynecology	Clinic/admin for LAPS clinical trials	Non-Professional Service	Sole Source
137	RFCORE CO LTD	\$ 198,045	Norman	GeoSciences	TriboLab CMP & Transformer	Lab/Medical/Research Equipment	Sole Source
138	SAI GLOBAL COMPLIANCE INC	\$ 107,205	Norman	Physics & Astronomy	Horus D Adaptive Boards	Lab/Medical/Research Equipment	Sole Source
139	SAMTEC INC	\$ 163,926	Norman	Radar Innovations Lab	Custom PCB's & Antennas	Lab/Medical/Research Equipment	Sole Source
140	SILICON MECHANICS	\$ 341,396	Norman	Radar Innovations Lab	Custom PCB's	Lab/Medical/Research Equipment	Sole Source
141	SMARTOX	\$ 95,000	OUHSC	Center for Clinical & Translational	Covid 19 tests	Lab/Medical/Research Supply	Sole Source
142	STABLE LASER SYSTEMS INC	\$ 102,135	Norman	Radar Innovations Lab	Assorted Radar Antenna (x158)	Lab/Medical/Research Equipment	Sole Source
143	VEXLUM OY LTD	\$ 85,000	Norman	Radar Innovations Lab	Assorted UPS	Equipment	Sole Source

EXHIBIT H

144	WOVENLIFE INC	\$ 225,975	OUHSC	Department of Pediatrics	Agent for voucher payment	Non-Professional Service	Sole Source
Funding Sources: Construction Projects (Bonds, Gifts)							
145							

Norman, Oklahoma

August 11, 2021

Dear Oklahoma State Regents for Education, Members of the Board of Regents of the University of Oklahoma, President Harroz, Provost Wright, Deans, Chairs, and Directors:

At the end of this extraordinary summer, the fifth academic term of the Covid-19 global pandemic, we write to request your necessary and compassionate action. We write to urge you to fulfill the responsibility the people of the State of Oklahoma have placed on you, to enact policies that will preserve the teaching and research excellence of the University of Oklahoma. We appeal to you to enact effective, evidence-based policies to protect the community: vaccine and mask mandates and incentives, and remote work and study options for all students, staff, and faculty at OU.

The current phase of the pandemic includes some of our state's worst days for public health, as the numbers of Covid-19 infections, hospitalizations, and deaths rise substantially. At the same time, we are optimistic because, unlike a year and a half ago, we are equipped with a wealth of knowledge that allows us to meet this challenge. It is only through vaccinations, use of masks, and regular testing that we will ensure the health and safety of our campus community and the residents of our state.

While many of us have already been vaccinated, large numbers of our faculty, staff, and student communities are responsible for caretaking for children who are ineligible for vaccination, are immunocompromised, or care for people whose immune systems are compromised. As of today, the CDC reports¹ that only 40.1% of Cleveland County residents are fully vaccinated, while the level of community transmission is High. This constitutes a public health emergency.

Currently, OU's response to this public health emergency is "strongly encouraging" but not requiring OU students, faculty, and staff to obtain vaccines and wear masks on campus. Public health experts have argued for mandatory vaccinations since long before the current global pandemic.² OU is also holding temporary voluntary vaccination clinics during student move-in and the first week. While it is a good step to hold these mass vaccination clinics they are also limited in that, because they are not mandatory, they will not provide vaccinations to all students, staff, and employees. Scientists estimate that vaccination campaigns will be effective when at least 70%³ of the population is immunized against Covid-19; in order to reach such proportions, we must add Covid-19 to the list of required immunizations for OU employees and students.

¹ See "CDC COVID Data Tracker," *Centers for Disease Control and Prevention*, accessed August 7, 2021, <https://covid.cdc.gov/covid-data-tracker/#county-view>.

² See, for example, Jessica Flanigan, "A Defense of Compulsory Vaccination." *HEC Forum* 26 (2014): 5–25, accessed August 8, 2021, <https://doi.org/10.1007/s10730-013-9221-5>; and Roland Pierik, "Mandatory Vaccination: An Unqualified Defence." *Journal of Applied Philosophy*, 35 (2018): 381-398, accessed August 8, 2021, <https://doi.org/10.1111/japp.12215>.

³ See Gypsyamber D'souza And David Dowdy, "What is Herd Immunity and How Can We Achieve It With COVID-19?" COVID-19: School of Public Health Expert Insights, *Johns Hopkins Bloomberg School of Public Health*, April 6, 2021, <https://www.jhsph.edu/covid-19/articles/achieving-herd-immunity-with-covid19.html>.

Given current vaccination rates, it is clear that strong encouragement of optional mask use and vaccinations are not enough for achieving effective community protection, and that in-person work and study poses a lethal risk to employees, students, and those we interact with off-campus. The OU Together website, however, states that the University cannot take necessary, life-saving measures because of Oklahoma Senate Bill 658.⁴ These claims of inability to act are inimical to larger public and community interests and will likely and directly result in Covid-19 infections including severe ones. The statutes in question have been analyzed as legally dubious by experts in the field, and a similar statute has been ruled quite likely unconstitutional.⁵ Legal experts publicly note their interpretation that the law does not prohibit departments or colleges or individual professors from providing their own masking rules.⁶ Moreover, other Oklahoma political and administrative bodies, like Muskogee County⁷ and OU's own Athletics⁸ department, have chosen to take bold action and interpret the statutes to their own advantage, declaring public health emergencies and enacting policies that protect those in their charge.

Additionally, under the OSHA Act of 1970 SEC. 5. (1) 29 USC 654, "Each Employer shall furnish to each of his [sic.] employees employment and a place of employment which are free from recognized hazards that are causing or are likely to cause death or serious physical harm to his employees."⁹ In a public health emergency like the one we currently face, it is your responsibility to do everything in your power to prevent the death of and serious physical harm to your employees. Scientific data shows that the only way to stop the transmission of the extremely contagious and deadly Covid-19 virus is through vaccination, with masking as an intermediate measure.

While the University has made it possible for individuals to request (with no guarantee) approval of remote work or possible online teaching / learning options via OU Human Resources or the Americans with Disabilities Act, a global pandemic, by its very nature, applies to everyone and cannot be mitigated on a case-by-case basis. Public health is just that: public. As a public university, we must lead by example.

We demand that OU immediately provide the following health and safety protections for the campus community:

⁴ See "Why is OU not mandating COVID-19 vaccinations for students and employees?" Frequently Asked Questions, *OU Together*, accessed August 8, 2021. <https://www.ou.edu/together/faq>.

⁵ See Richard Fausset, "An Arkansas judge temporarily blocks the state's ban on mask mandates." *The New York Times*, August 6, 2021.

<https://www.nytimes.com/2021/08/06/world/arkansas-mask-mandate-asa-hutchinson.html>.

⁶ See Jillian Taylor, "Inconsistent masking policy between university academics, athletics calls interpretation of state law into question, legal experts say." *OU Daily*, August 7, 2021.

https://www.oudaily.com/news/inconsistent-masking-policy-between-university-academics-athletics-calls-interpretation-of-state-law-into-question-legal/article_6fdb7e1a-f714-11eb-8f7a-cbbd97737694.html.

⁷ See Amelia Mugavero, "Muskogee County Commissioners Declare State of Emergency," *News on 6*, August 6, 2021.

<https://www.newson6.com/story/610df74ff08bea0c288efb3e/muskogee-county-commissioners-declare-state-of-emergency>.

⁸ See Taylor, "Inconsistent masking policy."

⁹ See "General Duty Clause," OSH Act of 1970, *Occupational Safety and Health Administration*, accessed August 8, 2021.

<https://www.osha.gov/laws-regs/oshact/section5-duties>.

- Publicize a legal rebuttal to Oklahoma Senate Bill 658 and Executive Order 2021-16 or challenge both of these statutes in the state courts;
- Add the Covid-19 vaccine to its list of required immunizations¹⁰ for employees and students, or create policies that ensure a vaccinated campus community;
- Engage in all aspects of robust, effective and *ongoing* public health vaccination promotion campaigns as recommended in Section 1 of CDC's *Considerations for Institutions of Higher Education* published on July 23, 2021¹¹;
- Enact a mandatory mask mandate in all indoor public spaces whenever Cleveland County's Covid-19 community transmission rate is rated as Substantial or High by the CDC¹²;
- As long as the global pandemic continues, allow all workers and students to complete their activities remotely, to the extent that it is possible;
- Grant hazard pay to compensate employees for using their home utilities to complete remote work or working on campus under hazardous conditions;
- Create and publicize -- through inclusive shared governance¹³ and allowing for public comment -- a pandemic plan outlining OU's preparedness and response to the current and other further scenarios related to the Covid-19 situation. This plan should include outlining how OU will act to limit the spread of a pandemic while sustaining OU infrastructure and mitigating impact to OU operations, with clear benchmarks and planned responses to various scenarios. This plan should include protocols for booster vaccinations due to the expectation of current Covid-19 vaccinations wearing off over time, and public health protections for those who are immuno-compromised.

These demands stem from the premise that our policies should be based on evidence, not politics, if the University of Oklahoma is truly to become a top-tier public research institution. Your faculty and staff support that goal, but we need and expect you to lead the way by implementing common sense policies. Indeed, our future depends on it. Instead of reacting to political winds we must set the course for our state. Our future depends on it.

Thank you for your attention and swift response to our concerns.

Lead on, University.

The University of Oklahoma Chapter of the American Association of University Professors and

¹⁰ See "Immunizations," Health Services, *University of Oklahoma*, accessed August 7, 2021. <https://www.ou.edu/healthservices/medical-services/immunizations>.

¹¹ See "Section 3: Guidance for IHEs Where not Everyone is Fully Vaccinated," Guidance for Institutions of Higher Education (IHEs), *Centers for Disease Control*, accessed August 8, 2021. <https://www.cdc.gov/coronavirus/2019-ncov/community/colleges-universities/considerations.html#section3>.

¹² See "CDC COVID Data Tracker."

¹³ See "Shared Governance" *American Association of University Professors*, accessed August 11, 2021. <https://www.aaup.org/our-programs/shared-governance>.

Wayne Riggs, Faculty
 Madison Wooldridge,
 Community Member
 Jill Hicks-Keeton, Faculty
 Kelli Alvarez, Faculty
 Stephen Ellis, Faculty
 Chase Watkins, Community
 Member
 Sarah Flanagan, Staff
 Tiffany A. Legg Ramsel, Alumni
 Ian Hill, Graduate Student
 Melissa Frey, Faculty
 Lisa D. Zambrano , Alumni
 Emilie Gordon, Staff
 Silke Feltz, Faculty
 Dr. Lindsey Meeks, Faculty
 Anonymous, Graduate Student
 Kathryn Schumaker, Faculty
 Brenda Wheelock, Community
 Member
 Anonymous, Staff
 Anonymous, Faculty
 Nathaniel Pipkin, Community
 Member
 Lindsay Hightower, Community
 Member
 Amanda Klinger, Faculty
 Caeli Dedmon, Undergraduate
 Student
 Anonymous, grandparent
 Julie Ward, Faculty
 Christina maria audas, Faculty
 Roxanne Mountford, Faculty
 Anonymous, Spouse
 Erin J Maher, Faculty
 Jeanette R. Davidson, Faculty
 Michael Givel, Faculty
 Jon Otto, Community Member
 Kasey Jones-Matrona, Faculty
 Lauren Lee-Lewis, Staff
 Hunter Heyck, Faculty
 Samuel J. Huskey, Faculty
 Dr. Ingo Schlupp, Faculty
 Bailey Hoffner, Metadata and
 Collections Management
 Archivist, Staff

Rebecca Huskey, Faculty
 Megan Maher, family
 Emily Crider, Graduate Student
 Melissa Frey, Faculty
 Lauren Ethridge, Faculty
 Vicki Moore Lavastida, Graduate
 Student
 Julian Palmer, Community
 Member
 Anonymous, Community
 Member
 Savannah Dillard,
 Undergraduate Student
 Peter Soppelsa, Faculty
 Amit R Baishya, Faculty
 Pixie Quigley, Community
 Advocate
 Jenna Holt, Graduate Student
 Jennifer Shaw, Community
 Member
 Karin Teresa Fain, Former OU
 student
 Amy McGovern, Faculty
 Linnzi Rich, Community
 Member
 Kenneth Ethan Frantz, Graduate
 Student
 Rachel Tharp, Graduate Student
 Ashley Beardsley, Graduate
 Student
 Kristen Wheaton, Graduate
 Student
 Sarah Olzawski, Alumni, former
 staff
 Anonymous, Staff
 Marley Lunsford,
 Undergraduate Student
 Kristin Riggs, Faculty
 Rustin Sparks, Community
 Member
 Anonymous, Graduate Student
 Warner West, Graduate Student
 Christopher Crooks, Staff
 Joyce Coleman, Faculty
 Susan Kates, Faculty
 Emily Reel, Alumni

Jordan Lavender-Smith, Faculty
 KL Jaco, Community Member
 Jason D. Lubinski, Faculty
 Cheryl McCain, Faculty
 Hannah Wyatt, Undergraduate
 Student
 Caroline T. Schroeder, Faculty
 Sage Mauldin, Graduate Student
 Eileen Grzybowski, Community
 Member
 Amanda Pence, Community
 Member
 Gregory Kyl Noland, Parent
 Jordan Grunawalt, Alumni
 Brian Daffron, Graduate Student
 Amy Olberding, Faculty
 Jordan Droira, Graduate Student
 Diego
 Valdecantos-Monteagudo,
 Faculty
 John Stewart, Staff
 Jennifer Holland, Faculty
 Eddie Malone, Faculty
 Courtney Garnand, Community
 Member
 Sandie Holguín, Faculty
 Andrew H Fagg, Faculty
 Eric Bosse, Faculty
 Jessie St. Amand, Community
 Member
 Claire Cox, Alumni
 Anonymous, Undergraduate
 Student
 Trina Hope, Faculty
 Karie Antell, Faculty
 Alexandra Wood, Graduate
 Student
 Dylan Alford, Faculty
 William H McDonald, Faculty
 Rebecca Perot-Tripp,
 Community Member
 Katelin Frantz, Graduate Student
 Anonymous, Community
 Member
 Richard Cavett, Graduate
 Student

Kevin Hochman, Community Member	Valarie Shaw, Community Member, Alumni	Katie Kernal, Undergraduate Student
Lamanda Conrad, Faculty	Crispin South, Undergraduate Student	Leonard Lee, Parent
Maggie Lee, Parent of an employee	William Kurlinkus, Faculty	Mackenzie Cozort, Undergraduate Student
Ciarra Osborne, Community Member	Cecilia Slane, Graduate Student	Anonymous, Undergraduate Student
Sarah Burstein, Faculty	Mauve Kay, Staff	Jacob Chambliss, Graduate Student
Cait Anderson, Staff	Robin Cadaret, Alumna and Community Member	Chad Ambrose, Parent
Julianne Lane, Alumna of OU and community member	Melissa Milburn, Graduate Student	Judith Coker, Community Member
Alex Lanphere, Community Member	Robert J. Huskey, Alumni	Katy Krieger, M.A., Graduate Student
Anonymous, Staff	Ryan Meyer, Alumnus & Current Staff	Claire Burch, Graduate Student
Suzette Dyer, OU retiree	Elizabeth Sammons, Graduate Student	Adam Feltz, Faculty
Sanna Pederson, Faculty	Cynthia Louise Rogers, Faculty	Sally Wisner, Graduate Student
Anonymous, Undergraduate Student	Jay A. Edwards, Staff	Robert John Lemon, Faculty
Mary Anna Evans, Faculty	Tom Steele, Faculty	Jennifer DuBois, Staff
Michael Lee, Faculty	Maegan Bryant, Undergraduate Student	Rebecca Yanez, Undergraduate Student
Natalie Dickson, Full-time staff and graduate student	Emma Wilson, Undergraduate Student	Lindsay Lee, Immediate family member
Calon-Nicole Gunter-Cox, Staff	Eugene Albin, Staff	Tyrone Kamm, Community Member
Misha Klein, Faculty	Anonymous, Undergraduate Student	Raphael B. Folsom, Faculty
Courtney Oliphant, Staff	Emily King, Undergraduate Student	Jen Elsner, Staff
Dr. Armand Ambrosini, Faculty	Kassidy Kramer, Undergraduate Student	Laura Westley, Friend of Family
Sara Vaughan, Alumna	Laurie Scrivener, Faculty	Jeremy A Fried, Graduate Student
James Zeigler, Faculty	Cheyenne Weller, Graduate Student, Staff	Bailey Brooks, Adjunct Instructor
Ben Alpers, Faculty	Deanah L. White, Family member of staff	Sandra Tarabochia, Faculty
Regina Cook, Community Member and Staff	Denise Beesley, Faculty	Jacque Braun, Community Member
Steven Cavallo, Faculty	Jamie Dye, Staff	Betty J. Harris, Faculty
Cornelia Lambert, Alumnus	Mollie Davis, Community Member	Edward Sankowski, Faculty
Aysha Prather, Staff	Elliot Sims, Staff	Tavana Farzaneh, Undergraduate Student
Maura McAndrew, Staff	Eileah Hale, Undergraduate Student	niki wilson, Community Member
Rev. Kaela Burdge, 2012 Alumni	Tyler D. Pearson, Staff	Kate Cruickshank, Undergraduate Student
Mariah March, Graduate Student	Eli S. Bridge, Faculty	Sheryl Schmidt, Community Member
Virginia Brown, Community Member	Anonymous, Staff	Mark J. Laufersweiler, Staff
Myong McClintock, Graduate Student	Rita Keresztesi, Faculty	
Theresa Eagleson, Parent		
Noel Stanley, Undergraduate Student		
Sam Wargin, Graduate Student		

Mary Catherine Wells, Undergraduate Student	Anonymous, Student Employee/Undergraduate Student	Anonymous, Community Member
Rhona Seidelman, Faculty	Carolina Rueda, Faculty	Kathleen Crowther, Faculty
Susan E. Hahn, Faculty	Jennifer Kay Hackney, Faculty	Barbara Laufersweiler, Staff
Gail Holloway, Staff	Anonymous, Faculty	Catherine Mintler, Faculty
Laurah Graham, Community Member	Paula Cimprich, Graduate Student	Robert Scafe, Faculty
Emily Ramsey, Community Member	Victoria Sturtevant, Faculty	Andreana Prichard, Faculty
Hailey Carrell, Community Member	Alexander Jabbari, Faculty	Rebecca Maldonado, Alumni
Emma Pignato, Undergraduate Student	Michelle Morais de Sa e Silva, Faculty	David Chappell, Faculty
Ping Zhu, Faculty	Marcelo A. Rioseco, Faculty	Fabio de Sa e Silva, Faculty
David Mahaffey, Community Member	Eric Heinze, Faculty	Dr. Sabrina Drill, Visiting Researcher, Community Member
Robert Bailey, Faculty	Dr Lisa Funnell, Faculty	Chelsea Pruitt, Community Member
Gloria Mahaffey, Alumna	Rilla Askew, Faculty	Molly Bachmann PT, DPT, Alumna
Karen Mahaffey, Retired Faculty	Gordon D. Carrie, Staff	Val Conway, Alumni
Allen Gregg Fryday, Jr., Community Member	Man-Fung Yip, Faculty	Anonymous, Community Member
Kendall Few, Undergraduate Student	Celina Lautzenheiser, Parent	Anna Ho, Community Member
Sarah Miles, Alumni	Jared D. Nabhan, Graduate Student	Carlos Simonini, Community Member
Megan Johnson, Staff	Joseph Niekamp, Community Member	Jessica Blanchard, Faculty
Emily Johnson, Faculty	Lillian Jones, Undergraduate Student	Zach Yarbrough, Undergraduate Student
Rachel Cortest, Faculty	Susan K Miller, Community Member	Peter Gibson , Graduate Student
Carrie Eldridge, Alumna	Jennifer J. Davis, Faculty	Lindsay Marshall, Faculty
Mahak Merchant, Undergraduate Student	Kermyt G. Anderson, Faculty	Emma Kasahara, Undergraduate Student
Afshin Marashi, Faculty	Sarah Trabert, Faculty	Karin Schutjer, Faculty
Sarah Hines, Faculty	Amanda Wright, Community Member	Hannah Thompson, Undergraduate Student
Anonymous, Faculty	Isha Patel, Undergraduate Student	Conner Hildenbrand, Alumnus
Anonymous, Undergraduate Student	Anonymous, Parent	Tim Gehrsitz, Graduate Student
Luvia Estrella Morales, Faculty	Claudia Cavallin, Graduate Student	Susan Laird, Professor Emeritus, ELPS at OU
Camilo Aponte Duque, Undergraduate Student	Daniel Allen, Faculty	Dr. Clark Muenzer, Close friend and colleague of OU faculty
Ed Rymes, Parent	Jack Williams, Graduate Student	Melissa Gray, Parent
Aleithia Stephens, Staff	Howard Grider, Community Member	Megan Straughan , Alumnae
Emma Cockrell, Staff	Mary Francis, Alumni	Tyler J Julian, Graduate Student
Samer Shehata, Faculty	Teri Pennington, Community Member	Noah Zemlin, Faculty
Lilly Amechi, Undergraduate Student	Kevin Grane, Recent graduate	Carolyn Mahin, Parent
Karl Schmidt, Staff		Dahwi Kim, Undergraduate Student

Darcie Woodson , Alumna	Aleta Peppler, Community	Jeriah Moenga, Undergraduate
Laura Bolf-Beliveau, Community	Member	Student
Member	Jeri L. Reed, Community	Anonymous, Undergraduate
Sadie Wilson, Undergraduate	Member	Student
Student	Anonymous, Faculty	Paulo Moreira, Faculty
Sadie Wilson, Undergraduate	Anonymous, Faculty	Brent Polise, Undergraduate
Student	Anonymous, Graduate Student	Student
Darci Lenker, Community	Jennifer Spence, Community	Aglaia de Biagi, Community
Member	Member	Member
Kayleigh Clement, Community	Erika A. Horton, Alumnus	Ellen Fitzsimmons , Alum/family
Member	Kelsey Willems, Graduate	of student
Laura Burns, Alumna	Student	Hannah Dennis, Undergraduate
Tomasz Kuder, Staff	Kelley Teis, Undergraduate	Student
Linh Nguyen, Undergraduate	Student	Erick Roebuck, Graduate
Student	Avery Baker, Undergraduate	Student
Nancy vonBargen, Alumni,	Student	Anonymous, Undergraduate
Community Member	anon, Graduate Student	Student
Anonymous, Undergraduate	Yvonda Sieber , Community	Rebecca LaVictoire, Graduate
Student	Member	Student
Carol Behrens, Community	Rhonda Stock, Faculty spouse	Daniel Riecke, Undergraduate
Member	Anonymous, Staff	Student
Angelika Tietz, Retired staff	Duane Stock, Faculty	Naomi Shofner, Staff
Scott Manning, Community	Chad Prater, Community	Julia Robinson, Undergraduate
Member	Member	Student
Cheryl Frazier, Graduate Student	Billie Jolene Graves, Community	Dakota Desai, Graduate Student
Alissa Bretz, Community	Member	Valerie Moore, Community
Member	Gerilyn Soreghan, Faculty	Member
Dustin Condren, Faculty	Melissa Weiss, Graduate	Anonymous, Alumni
Claudette Grinnell-Davis, Faculty	Student	Anonymous, Alumna
Anonymous, Faculty	Joanna Hearne, Faculty	Lara Mayeux, Faculty
Justin Reedy, Faculty	Madison Wilson, Undergraduate	Samantha Mason, Alumnus
Madison Metcalfe, Former	Student	Dr. Ricardo Souza, Faculty
student	April Allen-Kirschenman,	Anonymous, Parent
Anthony Woodall, Graduate	Undergraduate Student	Anonymous, Graduate Student
Student	Amanda Hollandsworth,	Timothy Bradford, Faculty
Elisha Oliver, Alumnus	Community Member	Elizabeth Bergey, Faculty
Kalei Reil, Undergraduate	Danelle Reil, Parent	Emily Tucker, Undergraduate
Student	Zoe Sherinian, Faculty	Student
Courtney Jacobs, Graduate	Angela Johnson, Community	Julia Flores Coelho,
Student	Member & Alumni	Undergraduate Student
Marisa Flores, Graduate Student	Ryan DeArman, Alum	Lauren Vanderburg,
Bette Maffucci, Community	Ralph Beliveau, Faculty	Undergraduate Student
Member	Emily Fitzsimmons, Graduate	Nicole Wilson, Alumni
Jona Kay Steed, Community	Student	Gabriel Clem, Community
Member	Shannon Leonard, Community	Member
	Member	Sarah Tracy, Faculty

Jared Patten, Faculty	Anonymous, Community Member	J. E. Raney, Community Member
Odette Horton, Staff		Anonymous , Undergraduate Student
Asa Randall, Faculty	Mary Sue Butner, Community Member and Former Student	Anonymous, Staff
Joshua Landis, Faculty		Jake Allen, Undergraduate Student
Whitney Woodward, Community Member	Rachel Turnham Green, Alumna and Community Member	Garret Olberding, Faculty
Evelyn Mary Aswad, Faculty	Gabe Wingfield, Community Member	Cecil M Lewis Jr, Faculty
Fynn Jackson, Undergraduate Student		Paul A. Lawson , Faculty
Hannah Eoff, Staff	Toby Thomas, Alumni	Alex Finkelstein, Graduate Student
Pam McIntosh, Retired OU Staff	David Gedosh, Community Member	Saniah Rivera, Undergraduate Student
Julia Ehrhardt, Faculty	Aggie Busby, Alumni and community member	Liorah Golomb, Faculty
Alyssa Fisher, Alumna	Frantzie Couch, Grandparent	Krithi Sankar, Faculty
Anne DeLong, Alumn	Kay Schroeder , Community Member	Sherman Brennan, Staff
Tori Sharpe, Undergraduate Student	Bridgid Cook, Parent	Dr. Emily Lam, Alumnus and daughter of staff member
Tiffany Legg, Community Member	Sarah Fox, Faculty	JoAnn Palmeri, Staff
Anonymous , Faculty	Maureen Azarian, Former student, current physician, aunt of current student	Cara Monroe, Staff
Amanda Baraldi , Community Member	Courtney Ivy, Staff	Angela M. Robertson, Staff, Alumna, & Community Member
Doug Marks, Staff	Theo Acker, Staff	Anonymous , Undergraduate Student
Cheryl Pantalone, Community Member	Maya Torralba , Wife	Justin Lund, Faculty
Kathleen Sharpe, Parent	Richard Torralba , Parent	Kelsey Bloch, Undergraduate Student
William Sharpe, Parent	Mason T Coates, Undergraduate Student	Bibek Khanal, Graduate Student
Marilyn Nicely, Community Member	Cricket Kaya, Undergraduate Student	Anonymous, Graduate Student
Elizabeth Wickersham, Faculty	Lucas Yong, Graduate Student	Anonymous, Faculty
Desiann Dawson, Community Member	Laura Bray, Postdoc	Kathy Taylor, Parent
Cate Howell, Undergraduate Student	Nicholas Membrez-Weiler, Faculty	V Nicholas LoLordo, Faculty
Paul Kelley Vieth, Graduate Student	Makaelah Leach, Undergraduate Student	Clayton Allred, Graduate Student
Rebecca Marcolina, Graduate Student	Deborah R Jacobs, Parent	Tricia Quintero, Parent
Camille Testa, Graduate Student	Maya Jacobs, Undergraduate Student	Kristeen Baker, Parent
Suzanne Moon, Faculty	John Jacobs, Parent	Heather Hennekes, Parent
Marc Levine, Faculty	Rhona Seidelman, Faculty	LeAnn Coleman Nash, Parent
Ronnie Grinberg, Faculty	Rebecca Herrin, Faculty	Bonni Lipton, Parent
Christine Souza, Faculty	Mary Smith, Family of OUHSC patients, including kids <12 awaiting access to the vaccine	Suraya Yamada-Sapien, Undergraduate Student
Melina Evard, Alumni		Gnana Subramaniam, Graduate Student
Heidi Holeman Kamm, Community Member		Katja Alexis , Parent

Jillian Otero, Undergraduate Student	Aparna Nair, Faculty	Ximena Valle Valdez , Undergraduate Student
Ziad Jawad, Parent	Robin Singleton, Graduate Student	Anonymous, Community Member
Stephen Lett, Community Member	Suzette Grillot, Faculty	Sarah Warmker, Faculty
Anonymous, Undergraduate Student	Patrick Livingood, Faculty	Cody Young, Life Partner
Sierra Schoep, Undergraduate Student	Jared Gramza, Undergraduate Student	Chad D. Frazier, Ph.D., Community Member
Dylan Herrick, Faculty	Andrea Lawson, Undergraduate Student	Michael Snyder, Faculty
Anonymous, Faculty	Chloe Smith, Undergraduate Student	Melissa Antonucci, Faculty
Bree Tillman, Undergraduate Student	Garrett Lawson, Undergraduate Student	Quentin Thomas, Undergraduate Student
Anonymous, Undergraduate Student	Daniel Mains, Faculty	Julia Abramson, Faculty
Jack Hartgrave, Undergraduate Student	Judi Barr, Community Member	Caitlyn Nguyen, Undergraduate Student
Ryan Spalding, Faculty	Hailey Holliman, Graduate Student	Robert Lifset, Faculty
Sam Emmerson, Graduate Student	Emily Merckx, Undergraduate Student	Jackie Rodriguez, Undergraduate Student
Babak Khoshroo, Graduate Student	Morgan Holman, Undergraduate Student	Anonymous , Undergraduate Student
Rowan Fread, Undergraduate Student	Zermarie Deacon, Faculty	anonymous, Undergraduate Student
Mara A Hogan, Graduate Student	Bryanna Soliz, Undergraduate Student	tiffany sandlin , Undergraduate Student
Debbie amitra, Parent	Michael Stafford, Staff	Catherine C. Hensley, Undergraduate Student
Kayla Jackson, Undergraduate Student	Tara Boettcher, Undergraduate Student	Youssef R Kamel, Graduate Student
Kayla Ciardi, Alumni and Community Member	Amanda Heimbach , Undergraduate Student	Anonymous , Undergraduate Student
Nicci Ciardi, Alumni	Charles Lee, Alumnus	James Beyer, Graduate Student
Victoria Willis, Staff	Takahiro Seto, Graduate Student	Joseph Thai, Faculty
Eli Harrison, Undergraduate Student	Andrea Dawn Bryant, Faculty	Anonymous , Undergraduate Student
Leslie Kraus , Faculty	Bri Edwards, Undergraduate Student	Mary Hannah Popek, Undergraduate Student
Andrew Joyce, Graduate Student	Morgan Chen, Undergraduate Student	Rebecca Riggs, Undergraduate Student
Renata Ryan Burchfield, Alumni	Mary Rachel, Undergraduate Student	Cameron Lang, Undergraduate Student
Anonymous, Community member / Former staff	Kathryn Malicoate, Staff and Undergraduate Student	Matthew Rowe, Faculty
Antonia Alvarado, Graduate Student	Haven Powell, Undergraduate Student	Chie Noyori-Corbett, Faculty
Joseph Pham, Undergraduate Student	Rishikaa Singh, Undergraduate Student	Anonymous, Undergraduate Student
Leah Cargin, Graduate Student	Katherine Pandora, Faculty	Jonah Paden, Undergraduate Student

Emily Jeffries, Staff
 Anjelika Reyes, Undergraduate Student
 Sara Knox, Undergraduate Student
 Alisa West Cahill, Alum
 Heidi Askeland, Undergraduate Student
 Emily Land, Undergraduate Student
 Anonymous, Undergraduate Student
 Veer Malik, Undergraduate Student
 Katherine Currey, Undergraduate Student
 Anonymous, Sibling
 Anonymous, Community Member
 Anonymous, Undergraduate Student
 Christina Naruszewicz, Staff
 Keri Weber, Undergraduate Student
 Matt Russell, Undergraduate Student
 Miriam Gross, Faculty
 Vivian Houg MD University Health Goddard, Staff
 Mary Madelynn Lupton, Undergraduate Student
 Jessica Andrew, Undergraduate Student
 Fin Land, Undergraduate Student
 Liam Kharb, Undergraduate Student
 Jenna Randall, Graduate Student
 Nina E Livesey, Faculty
 Bella Wuller, Undergraduate Student
 Hannah L Morris, Undergraduate Student
 Steven J. Livesey, Emeritus Faculty

Tessa Barman-Flannigan, Undergraduate Student
 Connor Boren, Undergraduate Student
 Maya Pitts, Graduate Student
 Anonymous, Undergraduate Student
 Ben Keppel, Faculty
 Peter Barker, Faculty
 Anonymous, Community Member
 Mackenzie Tullier, Undergraduate Student
 Rachel Koch, Undergraduate Student
 Diana Meek, Graduate Student
 Anonymous, Undergraduate Student
 Kian Abdi, Undergraduate Student
 Will O'Donnell, Staff
 Anonymous, Undergraduate Student
 Tatijana Woodhouse, Undergraduate Student
 Charles Outlaw, Undergraduate Student
 Jacob Craig, Undergraduate Student
 Warren Metcalf, Faculty
 Anonymous, Undergraduate Student