

JOURNAL OF THE FACULTY SENATE (Norman campus)  
 The University of Oklahoma  
 Regular session - September 8, 1986 - 3:30 p.m.  
 Conoco Auditorium, Neustadt Wing, Bizzell Library

The Faculty Senate was called to order by Professor Penny Hopkins, Chair.

**PRESENT:** Aly, Bell, Brown, Caldwell, Canter, Childress, Cohen, Crowley, Curtis, Dietrich, Economou, Eisenhart, Emanuel, Foster, Frech, Friend, Harper, Harris, Herstand, Hill, Holmes, Hopkins, Horrell, Johnson, Knehans, Kudrna, Kuriger, Kutner, Lee, Lewis, Livesey, Madland, Magid, Magrath, Mennig, Morgan, Mulholland, Palmer, Parker, Poland, Rogers, Shambaugh, Spaeth, B. Taylor, K. Taylor, Tepker, Tobias, Wallace, Wiggins, Tompkins

Professional Staff Ass'n. representatives: Laquer, Weddle  
 UOSA representatives: Johannes, Poynor, Wesner

**ABSENT:** Bert, Eliason, Faibisoff

---

TABLE OF CONTENTS

<b>Announcements:</b>	
Introduction of new members.....	2
Schedule of regular Senate meetings for 1986-87.....	2
Attendance requirement.....	2
✓ Fall General Faculty meeting.....	2
✓ Faculty appeals time frame committee.....	2
Auxiliary enterprises committee.....	2
✓ Indirect costs committee.....	2
<b>Actions taken by President</b>	
Engineering Dean Search Committee.....	2
English language proficiency.....	3
✓ Summer Institute of Linguistics.....	3
✓ Remarks by Dr. Frank Horton, President.....	3
Remarks by Dr. Joan Wadlow, Provost.....	4
Remarks by Ms. Lisa Portwood, Chair of Employee Executive Council.....	4
Remarks by Ms. Amy Hickey, President of Student Association.....	5
<b>Senate Executive Committee Report</b>	
Evaluation of administrators.....	5
Regents' participation on administrative search committees.....	5
Travel law.....	6
Old business.....	6
✓ Election, Geosciences & Business Admin. Dean Search Committees.....	6
Patent Advisory Committee.....	6
Election, University Councils/Committees.....	7
Senate small group meetings.....	7

---

**APPROVAL OF MINUTES**

The minutes of the regular session of May 5, 1986, were approved, with the following correction. Lines 1-2 on page 3 should read: "Professor Lex Holmes...thanked Professors Emanuel and Huseman..."

## ANNOUNCEMENTS

Professor Hopkins introduced the officers for 1986-87: Larry Canter, Chair-Elect and Teree Foster, Secretary. The roster of Senators for 1986-87 is attached (Appendix I).

The regular meetings of the Faculty Senate for 1986-87 will be held at 3:30 p.m. in the Conoco Auditorium, Neustadt Wing, Bizzell Library, on the following Mondays: September 8, October 13, November 10, December 8, January 12, February 9, March 16, April 13, and May 4. [Senators are permitted to miss only three regularly scheduled meetings.]

The Fall General Faculty meeting will be held Thursday, October 23, 1986, at 3:30 in Botany-Microbiology 123.

President Horton asked the Faculty Senates from both campuses to study the lack of specific time frames for processing a faculty appeal. The following faculty have agreed to serve on the Norman campus ad hoc committee to review this process: Steve Ballard (Science and Public Policy) [chair], Heidi Karriker (Modern Languages/Literature/Linguistics), Jim Kenderdine (Marketing), and Nim Razook (Environmental Analysis and Policy).

In response to the Senate action taken at the March 17, 1986 meeting (see 3/86 Journal, page 7 and 4/86 Journal, page 3), the Budget Council agreed to create a joint committee with the Faculty Senate to study auxiliary enterprises. Michal Gray (Law), Lynda Kaid (Communication) and Steve Whitmore (Physics and Astronomy) will represent the Budget Council; Steve Ballard (Science and Public Policy/Political Science), Larry Canter (Environmental and Ground Water Institute/CEES), and John Mennig (Military Science) were appointed by the Faculty Senate. Larry Canter will chair the committee.

Professors Paul Bell (Zoology), Art Johnson (Chemistry), and Linda Wallace (Botany and Microbiology) will represent the Faculty Senate on the joint Budget Council/Faculty Senate/Research Council committee to study University policies related to indirect costs charged to sponsored research programs.

## ACTIONS TAKEN BY PRESIDENT HORTON

Professor Stan Neely (Chemistry) was selected to serve on the Engineering Dean Search Committee (see 4/86 Journal, page 5).

The President approved the May 5, 1986 end-of-year 1:1 elections and selected the following faculty from the 2:1 nominations (see 5/86 Journal, Appendix II):

Athletics Council: Steve Ballard and Joanna Rapf  
 Campus Disciplinary Council I: Jon Forman and Anne Henderson  
 Campus Disciplinary Council II: Sandra Ragan and Mickie Voges  
 Campus Tenure Comm.: Teree Foster, James Kudrna, Gail Tompkins  
 Commencement Committee: Harold Conner and John Moore  
 Employment Benefits Comm.: Nedria Santizo and Francis Schmitz  
 Energy Conservation Committee: Mary Whitmore  
 Equal Opportunity Committee: Sandra Flesher and Frank Seto  
 Faculty Awards and Honors Council: Susan Caldwell and  
 George Letchworth

Film Review Committee: Heidi Karriker  
Graduate Assistants Appeals Board: Alan Velie  
Intramural Committee: Phyllis Philp  
Legal Panel: Drew Kershen and Bob Smith  
Patent Advisory Committee: Sherril Christian  
Rhodes Scholarship Selection Committee: Sally Jackson  
Rita Lottinville Prize for Freshmen Committee: Michael Abraham  
and Michele Wallace  
Student Discrimination Grievance Committee: Raynetta Kinne  
University Copyright Committee: Terry Patterson  
University Judicial Tribunal: Bill Shelton  
Will Rogers Scholarship Committee: Walter Dillard

The President approved a modified version of the Senate's original recommendation (5/85 Journal, Appendix II) on student appeals concerning English language proficiency of the faculty. The new policy was sent to Deans/Directors/Chairs by Provost Wadlow on August 6 and will be incorporated into the next printing of the Faculty Handbook. (The letter from President Horton and text of the new policy are attached as Appendix II.)

The recommendations concerning the Summer Institute of Linguistics (see 5/86 Journal, Appendix I) are being reviewed by the Provost, Graduate Dean, and Arts and Sciences Dean.

REMARKS BY DR. FRANK HORTON, PRESIDENT

President Horton thanked Mel Messer and his colleagues for making the registration period run smoothly, given that the student numbers were up again this year. He also expressed his appreciation to the advising staff in the University College and in the various departments and colleges for meeting the increased demand, in spite of the limited resources.

He said he was pleased to have on campus the new academic administrators: Joan Wadlow, Provost; Robert Hemenway, Arts and Sciences Dean; and David Swank; Law Dean. "I think they are all people who will add immeasurably in reaching our institutional objectives and will assist us in many, many ways." He explained that he was particularly pleased to have Joan Wadlow on the executive staff and added that although we all would miss former Provost Morris after his long association with that office, we could be comforted knowing that he would be sharing his expertise with our students when he returns to teaching. He announced that an Assistant Vice-President in the Student Affairs area had been appointed to work on attracting and retaining high quality students, particularly merit scholars. He discussed briefly the new office for international programs and the space and facilities planning process, noting that the Campus Planning Council will be fully involved with that activity. The steering committee for the planning process should meet in the latter part of September to initiate an 18-month study of the physical requirements of the Norman and Health Sciences Center campuses for the next decade and beyond.

The President explained that he would postpone his discussion of several new initiatives and objectives until the General Faculty meeting October 23.

## REMARKS BY DR. JOAN WADLOW, PROVOST

Provost Wadlow reported on the progress of several issues. (a) Program reviews: A committee has been assigned to develop a process for a comprehensive academic program review, to integrate all of the various reviews into one process and to comply with the 1985 State Regents' mandate that all institutions in Oklahoma adopt a programmatic review process, so that all academic programs would be reviewed once every five years. The members of the committee are: Larry Michaelson (Management), William McNichols (Law), Helga Madland (Modern Languages, Literature, Linguistics) [because she is chair of the Academic Program Council], Tom Love (AMNE), George Letchworth (Education), Deirdre Hardy (Architecture), Roger Frech (Chemistry), Nat Eek (Fine Arts Dean), Maryellen Cameron (Geology and Geophysics), and Kenneth Hoving (Vice-Provost, Research Administration) [chair]. Their report should be prepared by October 1. She said she hoped to have at least five reviews conducted by the end of the year. She commented that in the article in the paper she had not meant to imply that she had already decided on a particular model for program reviews; rather, it is up to the committee to come up with a process.

(b) University-wide strategic planning: Provost Wadlow explained that she would like to approach strategic planning by talking about a "Strategy for Excellence." Her concept of strategic planning is to bring the external environmental factors into balance with OU's strengths and weaknesses. She will discuss the procedure with the Faculty Senate Executive Committee and Deans' Council, and attempt to get a procedure implemented before the Christmas holidays.

(c) Honors Program: The Provost expressed a desire to attract more academically talented students to OU. Once they are on campus, efforts should be made to retain and challenge them. She has created a task force of faculty members to study OU's honors program and to determine how to establish a leading honors program. She will ask them to address the question of what is needed to prepare the superior students for leadership in the 21st century and to make recommendations on what objectives should be attained in three years.

In closing, Provost Wadlow commented that one of her great joys in addressing bodies such as the Task Force on Higher Education and the State Regents was the opportunity to comment on the faculty at OU. She said, "I describe the faculty as an accomplished one, as a distinguished faculty, and one which anyone ought to feel privileged to join." She explained that her first impression of the faculty was that they were committed to excellence, and that her initial impression had been reaffirmed. "What I also see, however, is the energy and capability of all of us moving toward even greater excellence. I assure you that this generates a great deal of enthusiasm on my part, and I certainly look forward to working with you in the months and years ahead to achieve it."

## REMARKS BY MS. LISA PORTWOOD, CHAIR OF EMPLOYEE EXECUTIVE COUNCIL

Ms. Portwood said she appreciated the opportunity to discuss with the faculty a very special year for the Employee Executive Council. In November 1971 The Board of Regents approved the formation of the EEC, so this is the 15th anniversary of staff governance. She said that she believes staff have always participated in staff governance with great enthusiasm and loyalty. She explained that many of the staff have brought state and national recognition to the university by holding offices in professional organizations and by winning awards for their work at the university.

Ms. Portwood gave an example of the outstanding effort of one individual. To counter the misconception that the academic side of the university is underrepresented, she pointed out that there are over 3000 staff employees, with the Administrative Affairs area employing 1363, Provost area 1208, Student Affairs 252, Executive Affairs 193, and University Affairs 55. She asked the faculty to help communicate to the staff about the concerns of the university and what is going on in the university community.

#### REMARKS BY MS. AMY HICKEY, PRESIDENT OF STUDENT ASSOCIATION

Ms. Hickey thanked the faculty for the opportunity to address the Senate and expressed the desire to join the two organizations together to reach some solutions and establish some future goals. She introduced the three Student Congress liaisons to the Faculty Senate: Rick Johannes, Scott Wesner, and Chris Poynor. She outlined three of the UOSA's goals for the next year.

(a) Academic advisement: Many students would like to have more accessibility to faculty members and to have more career-oriented advisement. In addition, since students have been interested in improving the honors program, they appreciate the recent efforts by the administration.

(b) Academic minor policy: With the changing economic conditions and job market, the students feel that a minor option should be made available, and that there should be some consistent university-wide minor's policy.

(c) Retention of faculty: The students are extremely concerned about losing faculty and are willing to do whatever they can to help retain faculty.

In conclusion, she said, "OU can be, and is, an excellent university. We need to continue to stick to our mission, continue to specialize in the areas and keep to the goals that we have established, and select true academic leaders to take on the problems we face in the upcoming years." She called for the Faculty Senate and the UOSA to continue to work toward future goals and to remember the cohesiveness that was established in the past, once economic conditions improve.

#### SENATE EXECUTIVE COMMITTEE REPORT

In her report of the activities of the Faculty Senate Executive Committee, Professor Hopkins introduced the members of the committee: Penny Hopkins [chair], Larry Canter [chair-elect], Teree Foster [secretary], Gary Cohen, Roger Frech, Jim Kudrna, Carol Beesley [chair of Faculty Welfare Committee], and Alan Nicewander [chair of Faculty Compensation Committee].

One of the most important issues that came out of recent meetings with the President was that the Energy Center Director search was reopened to allow for a national search and for the position to be full-time.

Items discussed with Provost Wadlow this summer included the continuation of faculty evaluation of administrators (to be conducted in the spring), program review, and review of promotion criteria.

After several Executive Committee members addressed the Regents July 23 meeting regarding their participation on search committees, it is now board policy that Regents are not members of administrative search committees. The President will serve as a liaison between the search committees and the Regents.

The Speakers Service will once again be offered. Professor Hopkins thanked the Alumni Office and the O.U. Foundation for their support and the faculty for participating in the program.

At its March 1986 meeting the Senate passed a resolution protesting the new state law on air travel. This law has been amended (by HB 2019 sponsored by Representatives Thompson, Hobson, Widener and Larason and Senator Cate) to provide for more than one travel agency and to provide for certain exceptions to the requirement that all arrangements shall be made through the State Travel Division. A copy of the bill, which shall become effective November 1, 1986, is attached as Appendix III.

The Executive Committee met with the Task Force on Higher Education consultant and with the task force itself. The task force committee seemed most concerned with the admission criteria, in particular the possibility of raising the ACT and SAT scores required for admission. The feeling was that the members were impressed with the university and appreciate the unique teaching and research mission of OU and OSU. The report of the task force is scheduled to be completed the first of November.

#### OLD BUSINESS

Professor Hopkins noted that the issues of maternity leave, July 1 starting date, expanded grading scale, and Provost evaluation form are still pending, either waiting for Presidential action or in committee.

Professor Emanuel asked about the status of the Committee A report and was informed that the changes in the policies relating to Committee A were approved and are in effect. (See 11/85 Journal, Appendix I.) [Note: Provost Morris sent a memo to the deans and chairs April 2, 1986 notifying them about the new policy.]

#### ELECTION, SEARCH COMMITTEES

Professors Paul Glad (History) and Ronald Evans (Petroleum and Geological Engineering) were elected as nominees for the faculty at-large position on the Geosciences Dean Search Committee.

Professors Daniel Snell (History) and Rex Ellington (Chemical Engineering and Material Science) were elected as nominees for the faculty at-large position on the Business Administration Dean Search Committee.

#### PATENT ADVISORY COMMITTEE

Provost Wadlow asked the Senate to consider the request of Kenneth Hoving, Vice Provost for Research Administration, that the following changes be made in the membership makeup of the Patent Advisory Committee:

- "a. That the position of Director, Office of Business and Industrial Cooperation, be added to the Committee and that this position replace the Executive Director, University of Oklahoma Foundation, Inc.

Justification: Having the Director, OBIC, on the Committee will give the Committee the benefit of OBIC's knowledge of the marketability of technologies, and the availability of opportunities within the state to exploit University technologies. Conversely, it will give the Director early access to University technology which might be exploited to the benefit of the state as well as the University, which is in consonance with the mission of OBIC.

- b. That one additional faculty member from each campus be added to the Committee. (This will make a total of eight faculty members, four from each campus.)

Justification: The Committee operates by assigning invention disclosures to one or more members for review and presentation to the Committee for action. The Committee has occasionally had problems finding a person in a suitable discipline to review a disclosure, and the limited number of scientists and researchers on the Committee has occasionally caused an overburdening of individual members with these duties. The addition of two new members will provide an opportunity for more diversity of disciplines and reduce the burden on each individual."

Professor Hopkins explained that even if the Senate voted to approve this recommendation, these changes then must be approved by the President and the Regents. Professor Johnson moved approval of the changes in membership of the Patent Advisory Committee. The motion carried.

#### ELECTION, COUNCILS AND COMMITTEES

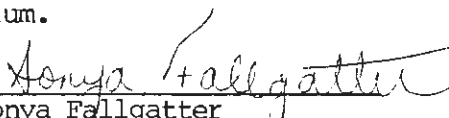
Professor Canter, Chair of the Committee on Committees, announced the members of the committee: Susan Caldwell (Art), Maryellen Cameron (Geology and Geophysics), George Cozad (Botany and Microbiology), George Letchworth (Education), and Stewart Ryan (Physics and Astronomy). He pointed out that the Space and Facilities Planning Process committees are, in effect, ad hoc committees, which should be completed with the planning task in about 18 months. The faculty elected at this meeting to fill vacancies on University Councils and Committees will be included in the roster which will be distributed in October.

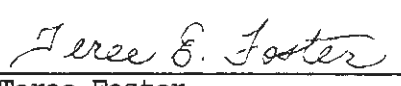
#### SENATE SMALL GROUP SESSIONS

Professor Hopkins urged the Senators to talk with their constituents about the issues the Senate should address and to bring those ideas to one of the small group sessions to be held the week of September 15 during the lunch hour.

#### ADJOURNMENT

The Faculty Senate adjourned at 4:30 p.m. The next regular session of the Senate will be held at 3:30 p.m., on Monday, October 13, 1986 in the Conoco Auditorium.

  
Sonya Fallgatter  
Administrative Coordinator

  
Tere E. Foster  
Secretary

Faculty Senate (Norman campus)  
1986-87

<u>Senators:</u>	<u>Representing</u>	<u>Term</u>
Aly, Adel (Industrial Engr.)	Engineering	1986-89*
Bell, Paul (Zoology)	Arts & Sciences	1986-89*
Bert, Charles (AMNE)	Engineering	1986-89*
Brown, Homer (Accounting)	Business Administration	1985-88
Caldwell, Susan (Art)	Liberal Studies	1984-87
Canter, Larry (CEES), ex officio	<u>Chair-Elect</u>	1986-87
Childress, Donald (Finance)	Business Administration	1986-89*
Cohen, Gary (History)	Arts & Sciences	1985-88
Crowley, Kevin (Geology/Geophysics)	Geosciences	1986-89*
Curtis, Steven (Music)	Fine Arts	1985-88
Dietrich, Joel (Architecture)	Architecture	1986-89**
Economou, George (English)	Arts & Sciences	1985-88
Eisenhart, Henry (HPER)	Arts & Sciences	1985-88
Eliason, Stan (Mathematics)	Arts & Sciences	1984-87
Emanuel, George (AMNE)	Engineering	1984-87
Fabisoff, Sylvia (Library/Info. Studies)	Arts & Sciences	1986-89*
Foster, Teree (Law), ex officio	<u>Secretary</u>	1986-87*
Frech, Roger (Chemistry)	Arts & Sciences	1985-88
Harper, Charles (Geology/Geophysics)	Geosciences	1985-88
Harris, Betty (Anthropology)	Arts & Sciences	1986-89*
Herstand, Ted (Drama)	Fine Arts	1986-89*
Hill, Larry (Political Science)	Arts & Sciences	1985-88
Holmes, Lex (Economics)	Graduate College	1986-89**
Hopkins, Penny (Zoology)	Arts & Sciences/ <u>Chair</u>	1984-87
Horrell, James F. (Finance)	Business Administration	1984-87
Johnson, Art (Chemistry)	Arts & Sciences	1986-89*
Knehans, Allen (Human Development)	Arts & Sciences	1985-88
Kudrna, James (Architecture)	Architecture	1984-87
Kuriger, William (EECS)	Engineering	1984-87
Kutner, Peter (Law)	Law	1986-89*
Lee, Cecil (Art)	Fine Arts	1986-89*
Lewis, Judith (History)	Arts & Sciences	1986-89*
Livesey, Steven (History of Science)	Arts & Sciences	1985-88
Madland, Helga (Modern Lang./Lit./Ling.)	Arts & Sciences	1986-87*
Magid, Andy (Mathematics)	Arts & Sciences	1986-89*
Magrath, Jane (Music)	Fine Arts	1984-87
Mennig, John (Military Science)	Provost Direct	1985-88
Morgan, Carolyn (Sociology)	Arts & Sciences	1984-87
Mulholland, Robert (EECS)	Engineering	1986-89*
Palmer, Mack (Journalism/Mass Comm.)	Arts & Sciences	1984-87
Parker, Gregory (Physics/Astronomy)	Arts & Sciences	1984-87
Poland, Jean (Univ. Libraries)	Provost Direct	1984-87
Rogers, Michael (Music)	Fine Arts	1986-88*
Shambaugh, Robert (CEMS)	Engineering	1986-88*
Spaeth, Hans (Geography)	Geosciences	1986-88*
Taylor, Benjamin (Economics)	Business Administration	1986-88**
Taylor, Kenneth (History of Science)	Arts & Sciences	1986-89*
Tepker, Rick (Law)	Law	1985-88
Tobias, Henry (History)	Arts & Sciences	1984-87
Tompkins, Gail (Instr. Lead./Acad. Curr.)	Education	1986-87*
Wallace, Linda (Botany/Microbiology)	Arts & Sciences	1986-89*
Wiggins, Thomas (Ed. Lead./Policy Studies)	Education	1985-88

-----  
\* New member

\*\* Re-elected member





*The*  
**University of Oklahoma**

9/86 (APPENDIX II)

OFFICE OF THE PRESIDENT  
660 Parrington Oval, Room 110  
Norman, Oklahoma 73019  
(405) 325-3916

July 21, 1986

Professor Penny Hopkins  
Chair, Faculty Senate  
OMU 406  
CENTRAL MAIL SERVICE

Dear Penny:

I am approving a modified version of the Faculty Senate's original recommendation on student appeals concerning English language proficiency of the faculty. This modification has been worked out with the Faculty Senate Executive Committee. I am approving the policy as recommended with the exception of the section removing the authority of the Academic Appeals Board to hear appeals related to the alleged inability of the instructor to adequately communicate in the English language. The new policy will provide the academic unit an opportunity to address complaints regarding English proficiency of the faculty while still allowing students to file appeals through the academic appeals process.

I have decided not to remove this issue from the jurisdiction of the Academic Appeals Board after noting that Section 1.3, Title 14 (Academic Appeals) states the board's primary function is to "adjudicate disputes which have not been satisfactorily resolved on the department level." Furthermore, there is no direct reference to raising a grade in Title 14. Obviously, the board could consider raising a grade after finding an inability to communicate in the English language; but more appropriately, it also could recommend changing the student to another class section, recommend a "W" be granted if the withdrawal deadline has passed or recommend an "I" be awarded with completion to be with another instructor.

I am attaching for your files a copy of the approved policy changes showing the excluded portion marked through. I am also asking Provost Wadlow to see that this approved policy is included in the next printing of the Faculty Handbook.

Sincerely,

  
Frank E. Horton  
President

FEH/cvs  
Attachment

cc: Provost Joan Wadlow  
Vice President Anona Adair  
Ms. Barbara Tuttle  
Ms. Amy Hickey

## Student Appeals Concerning English Proficiency of Instructors

### ~~I. Removal of student appeals concerning English proficiency of instructors from the charge to the academic appeals boards.~~

~~Revise the second paragraph of the Academic Appeals Board policy to delete any references to English language proficiency and to limit the jurisdiction of the Board to prejudice or capricious evaluation. As revised, that paragraph would read in its entirety:~~

~~Each academic appeals board will hear cases in which the issue to be resolved is that of prejudice or capricious evaluation.~~

### II. New policy on student appeals concerning English language proficiency of instructors.

- A. It is the policy of the University of Oklahoma that all who provide instruction at the University shall be proficient in written and spoken English so that they may adequately instruct students. The University has established procedures to insure that faculty members have proficiency in written and spoken English.
- B. In addition, a student who believes that an instructor is not sufficiently proficient in either written or spoken English may file a written formal complaint with the chair of the department in which the instructor is located. Unless the chair considers the complaint to be frivolous, the chair shall assist the student in making whatever enrollment changes for the student are possible and appropriate. The chair also may counsel with the instructor as the chair deems appropriate.
- C. The chair shall notify the appropriate Committee A, dean, and the Provost's Office of each formal complaint and its resolution. The chair also shall maintain a file of such complaints.
- D. If a department has received a substantial pattern of complaints from students alleging that an instructor is not proficient in the English language, these complaints shall be referred to the appropriate Committee A for investigation.
- E. The appropriate Committee A shall undertake any proper investigative efforts, including interviewing of students, interviewing the instructor involved, and visiting the class. If appropriate, Committee A might appoint an ad hoc investigation committee to evaluate the complaints.
- F. The appropriate Committee A shall have the primary responsibility for resolving the student complaints by recommending appropriate action to the University. Such appropriate action may include, but is not limited to: (i) reassignment of courses; (ii) re-evaluation of the instructor for purposes of making hiring, tenure, promotion, salary, or other personnel decisions; ~~(iii) converting a course from a "graded" to a "pass-fail" course in colleges in which "pass-fail" grades are authorized;~~ or ~~(iv)~~ (iii) recommending other appropriate remedial measures. Any actions or recommendations of Committee A to resolve such student complaints shall be reported to the appropriate department head, dean, and the Provost's Office.

(Approved by President Frank E. Horton effective July 18, 1986)

# An Act

9/86 (APPENDIX III)

ENROLLED HOUSE  
BILL NO. 2019

BY: THOMPSON, HOBSON, WIDENER  
and LARASON of the HOUSE

and

CATE of the SENATE

AN ACT RELATING TO STATE GOVERNMENT; AMENDING SECTION 1, CHAPTER 271, O.S.L. 1985 (74 O.S. SUPP. 1985, SECTION 79), WHICH RELATES TO STATE TRAVEL; REQUIRING STATE TRAVEL ARRANGEMENTS BE MADE THROUGH STATE TRAVEL DIVISION AFTER CERTAIN DATE; PROVIDING EXCEPTIONS; REQUIRING REIMBURSEMENT CLAIMS TO SHOW REASON FOR EXEMPTION; PROVIDING FOR DIVISION OF STATE INTO HIGH AND LOW TRAVEL AREAS; SPECIFYING CERTAIN COUNTIES AS HIGH TRAVEL AREAS; REQUIRING CONTRACT WITH CERTAIN NUMBER OF TRAVEL AGENCIES IN HIGH AND LOW TRAVEL AREAS; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE STATE OF OKLAHOMA:

SECTION 1. AMENDATORY Section 1, Chapter 271, O.S.L. 1985 (74 O.S. Supp. 1985, Section 79), is amended to read as follows:

Section 79. A. There shall be ~~is~~ hereby created the State Travel Division within the Purchasing Division of the Office of Public Affairs.

B. ~~Effective January 17, 1986~~ On and after the effective date of this act, all agencies and departments of this state shall make arrangements for all air travel on scheduled commercial airlines for state employees required to travel in the course of their official duties and for all other persons traveling at state expense through the State Travel Division, except when any such agency or department determines that:

1. the air travel services can be secured at a cost less than that which can be secured by the State Travel Division; or
2. the air travel originates from a location outside the state and it would be impractical to arrange for the air travel through the State Travel Division; or
3. the air travel is necessitated by an emergency and time does not permit utilization of the State Travel Division's services; or
4. the air travel is part of a package arrangement made by the organization scheduling the meeting or conference.

C. All claims made for reimbursement shall contain a statement showing the reason for the exemption.

D. The State Travel Division shall divide the state into high travel areas and low travel areas. A high travel area shall consist of no more than one county. Oklahoma, Tulsa, Payne and Cleveland Counties and any other county that accounts for a substantial portion of air travel at state expense shall be designated as high travel areas. The remaining counties of the state shall be designated as low travel areas. Low travel areas may consist of more than one county, as determined by the State Travel Division. The State Travel Division shall contract with two-or-more no less than six private

travel agencies in a high travel area and one or more private travel agencies in a low travel area to provide the scheduling and related travel services required to comply with this section.

B- E. The State Travel Division shall promulgate rules and regulations and contract specifications to which the contract travel agencies shall be subject. The rules, regulations and specifications shall be drawn with the intent of obtaining the lowest available fares for scheduled commercial air travel.

E- F. At the end of each month the contract travel agencies shall furnish a statement, in a form approved by the State Travel Division, showing certain details of all travel arrangements handled to each state agency or department for which the contract travel agencies have furnished their services and shall also furnish copies of said statements to the State Travel Division.

SECTION 2. This act shall become effective November 1, 1986.