

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
December 11, 2019**

The Board of Regents for the University of Science and Arts of Oklahoma met Wednesday, December 11, 2019, in the Regent's Room on the USAO campus. Before the meeting was called to order, President John Feaver stated that advance public notice of this meeting was properly filed and displayed in compliance with the Open Meeting Law. Vice Chair Cordell led the group in the Pledge of Allegiance and then called the meeting to order at 1:30 and asked for roll call. Members present: Tom Cordell, David McLaughlin, Diane Ming, Chris Mosley, and Cale Walker. Members absent were David Ferrell and Bill Lance. Also present were: President John Feaver, Vice President Mike Coponiti, Vice President Monica Trevino, Director of Communications and Marketing Amy Goddard, Staff Association Chair Alexis Avery, Director of Alumni Development Misti McClellan, Faculty Association Chair Katie Davis, and Vanessa McNabb, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: None

Presentations: None

Approval of the Minutes of the November 13, 2019, meeting: On a motion by Regent McLaughlin, seconded by Regent Walker, the minutes were approved unanimously.

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel –

a. Appointments

Joseph Ellis, effective November 11, 2019, full-time, Database Administrator, salary \$53,000

Annie Roberts, effective November 20, 2019, full-time, Recruitment & Admission Specialist, salary \$30,000

Sheppard McConnell, effective December 9, 2019, full-time, Dean of Admissions & Recruitment, salary \$60,000

b. Change in Status

Jana Ware, effective November 20, 2019, full time Assessment Coordinator

Chisum Lane, effective December 1, 2019, part time Assistant Men's Basketball Coach

c. **Resignations**

Richard Barker, effective December 31, 2019

Alexander Kangas, effective April 28, 2020

d. **Adjunct Faculty for Spring Trimester**

Susan Adams	Music
Kaleb Benda	Music
Ron Blankinship	Music
McKenna Bradshaw	Physical Education
Patricia Carr	Mathematics
Jamie Caves	Management
Matthew Caves	Business Administration
Alexis Coleman	Creative Writing
Amber Diaz	Speech Language Pathology
David Duncan	Communication
Debbie Earley	Speech Language Pathology
Rhenada Finch	Music
Pamela Foster	Psychology
Christopher Francis	Physical Education
Emily Godwin	Theatre Arts
Scott Haselwood	Education
Steven Holden	Physical Education
Rachel Jackson	Clemente Course
Kelli Monroe	IDS
Amanda Mullins	Sociology
Samanthe Perera	Physics
Mary Reynolds	Mathematics
Emily Rixstine	Music
Anna Roach	Music
Bill Robinson	Psychology
Mike Ross	Physical Education
Annette Shaw	Physical Education
Bret Smithey	Music
Mamie Sprinkle	Music
Francisco Venegas	Music

Jadyn Wallis	Physical Education
Christine Wans	Music
Brian Worthington	Physical Education

After a brief discussion on the number of adjuncts, a motion was made by Regent Ming, and seconded by Regent McLaughlin. The Board voted unanimously to approve the personnel actions.

2. Financial Statements – Vice President for Business and Finance Mike Coponiti covered the monthly and quarterly financials with the group.

No action was necessary.

3. Request for Acceptance of FY2018-2019 External Audit Report – Finley & Cook, PLLC. of Shawnee concluded the annual external audit of the University for the period ending June 30, 2019. Their audit was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*. They also completed a report on Compliance and Internal Control Over Financial Reporting Based on an Audit of Financial Statements performed in accordance with Government Auditing Standards. Additionally, they prepared a report on Compliance with Requirements Applicable to Each Major Program and Internal Control Compliance in Accordance with OMB Circular A-133.

Vice Chair Cordell called on Vice President Coponiti who introduced Dan Bledsoe, CPA. A copy of the audit was distributed, and Mr. Bledsoe gave a review of the audit's contents to the Board and took their questions. USAO received an unmodified opinion on the audit.

On a motion by Regent McLaughlin, seconded by Regent Walker, the Board voted unanimously to accept the report.

4. Request for Approval of Academic Program Review – The Oklahoma State Regents for Higher Education (OSRHE) issued their initial "Policy Statement on Program Review" in 1985. It directs all system institutions to develop campus level criteria and processes for the review of all educational programs. Review results are to be used to make campus determinations about the quality, efficiency, and effectiveness of instructional programs and ultimately to provide information to assist the State Regents in making decisions concerning the purposes and missions of state system institutions.

The State Regents require that academic programs be reviewed on a continuing five-year cycle. This year USAO is reviewing one program as a part of that cycle: Deaf Education. This program is discussed below:

Deaf Education

Deaf Education is an undergraduate program in the Education and Speech Language Pathology division, with areas of specialization in early childhood, elementary, and secondary education. Since the program's establishment in 1945, over 350 students have graduated with certification in Deaf Education and it is the only active Deaf Education

program in the state. We are accredited by the Council on Education of the Deaf and are a comprehensive program that believes teachers need to be student centered.

Alumni of the program find employment across the state and nation. The majority stay in Oklahoma, finding work in the metro areas where larger day school programs reside and the Oklahoma School for the Deaf (OSD) in Sulphur. We do have alumnus teaching in Washington, Hawaii, Missouri, Texas, and New Mexico. The majority of our graduates teach in comprehensive or Bilingual/Bicultural philosophy programs.

The Deaf Education program produces graduates who are able to work with deaf and hard-of-hearing (DHH) students both in signing and spoken language teaching environments. Coursework include American Sign Language (ASL 1-4), spoken language (Aural/Oral 1 & 2), language development (LD 1-3), clinical experiences (Clinical 1 & 2), and content area strategies (Curriculum and Instruction 1 & 2) that create the 40-credit hour block in Deaf Ed. Each of these classes are enhanced because of the Jane Brooks Oklahoma School for the Deaf (JB OSD) satellite school housed on campus. From our freshman's first course, USAO students are observing or working with DHH students. This partnership and coursework set the foundation for our students to teach and support DHH students in their academic endeavors.

USAO students in the Deaf Education Program have opportunities for observation, participation, and student teaching in a variety of situations. These experiences provide them with professional models, examples for the application of theories, knowledge, principles of instruction, and opportunities to develop and demonstrate their own competencies.

Recommendations from the program review include recruitment of more majors since USAO offers the only program in Oklahoma. An additional recommendation is to encourage student engagement with other school districts and to reach out to students in states that do not currently have a program.

President Feaver shared the importance of the program. It is the only one in the state and second oldest West of the Mississippi. We are also a satellite branch for School for the Deaf.

Regent Ming recommended approval of the Academic Program Review, and the Board voted unanimously to approve the Academic Program Review.

5. Request for Approval of Academic Calendar – President Feaver explained this was a routine action by the Board in its December meeting.

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

Return by December 1, 2019

Electronic submission with President's signature is preferred (to sbeauchamp@osrhe.edu)

Institution: University of Science and Arts of Oklahoma

ACADEMIC CALENDAR FOR 2020-2021

NOTE: All schedules should include final exams

Summer 2020 Session:

Semester (15-week session) (begins and ends) 4/27/2020 through 8/5/2020
1st 5-week session (begins and ends) 4/27/2020 through 5/29/2020
2nd 10-week session (begins and ends) 6/1/2020 through 8/5/2020

Please list dates of all holidays/breaks (no classes) 5/25/2020 through 5/25/2020
7/1/2020 through 7/3/2020

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.

Fall 2020 Semester:

15-week Semester (begins and ends) 8/27/2020 through 12/11/2020
1st 8-week session (begins and ends) Click here to enter begin date. **through** Click here to enter end date.
2nd 8-week session (begins and ends) Click here to enter begin date. **through** Click here to enter end date.
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) 9/7/2020 through 9/7/2020
10/15/2020 through 10/16/2020
11/25/2020 through 11/27/2020

Fall Commencement date (if applicable) 12/12/2020

Spring 2021 Semester:

15-week Semester (begins and ends)	1/7/2021 through 4/23/2021
1st 8-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
2nd 8-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
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)	1/18/2021 through 1/18/2021
	3/15/2021 through 3/19/2021
	Click here to enter begin date. through Click here to enter end date.

*****Note: Spring Break should be scheduled for the week that encompasses the third Wednesday in March*****

Spring Commencement date (if applicable)	4/24/2021
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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 2020 Intersession (between summer 2020 and fall 2020)	Spring/Winter 2020- 2021 Intersession (between fall 2020 and spring 2021)	Summer 2021 Intersession (between spring 2021 and summer 2021)
Intersession begins	Click here to enter a date.	Click here to enter a date.	Click here to enter a date.
Intersession ends	Click here to enter a date.	Click here to enter a date.	Click here to enter a date.

Summer 2020 (if applicable):

Final add date 5 week classes	4/29/2020
Final drop date 5 week classes:	4/29/2020
Final add date first 10 week classes:	6/8/2020
Final drop date first 10 week classes:	6/8/2020
Final add date 2nd 4 week classes:	Click here to enter a date.
Final drop date 2nd 4 week classes:	Click here to enter a date.

Fall 2020:

Final add date 15 week classes:	9/3/2020
Final drop date 15 week classes:	9/9/2020
Final add date 1st 8 week classes:	Click here to enter a date.
Final drop date 1st 8 week classes:	Click here to enter a date.
Final add date 2nd 8 week classes:	Click here to enter a date.
Final drop date 2nd 8 week classes:	Click here to enter a date.

Spring 2021:

Final add date 15 week classes:	1/14/2021
Final drop date 15 week classes:	1/20/2021
Final add date 1st 8 week classes:	Click here to enter a date.
Final drop date 1st 8 week classes:	Click here to enter a date.
Final add date 2nd 8 week classes:	Click here to enter a date.
Final drop date 2nd 8 week classes:	Click here to enter a date.

Signature of President _____ **Date** _____

On a motion by Regent Ming and seconded by Regent Mosley, the Board voted unanimously to approve the 2020-2021 Academic Calendar.

6. Adoption of Schedule for Regular Meetings in 2020 - President Feaver explained this was a routine action by the Board in its December meeting.

To be filed in the office of Secretary of State no later than December 15, 2019. RE: HB 1416 of the 1st Regular Session of the 36th Oklahoma Legislature (1977).

DATE: December 11, 2019

STATE PUBLIC BODY: University of Science and Arts of Oklahoma

ADDRESS: 1727 West Alabama Chickasha, Oklahoma 73018

TELEPHONE: 405-224-3140

DATE TIME PLACE OF MEETING

February 12, 2020	1:30 pm	USAO Campus
April 8, 2020	1:30 pm	USAO Campus
June 10, 2020	1:30 pm	USAO Campus

September 9, 2020 1:30 pm USAO Campus
November 11, 2020 1:30 pm USAO Campus
December 9, 2020 1:30 pm USAO Campus

Name of Person Reporting Dates: John Feaver Title: President

Signature: _____

On a motion by Regent Walker, seconded by Regent Mclaughlin, the Board voted unanimously to approve the regularly scheduled meetings for 2020.

7. Remarks from Representatives to the Board

- a. Faculty Association – Ms. Katie Davis stated all faculty have been very busy working on their Annual Reports, spring and Independent Study courses for 2020, and curriculum changes. The curriculum changes are in process and will be making their way to the Board soon. Some of the curriculum changes are minor housekeeping changes, some will be core changes for courses on the Course Equivalency Project (CEP) matrix which allows courses to transfer from one institution to another in Oklahoma. The third type of change will be updating content and giving special topic courses their own course number to be placed in the course catalog.
- b. Student Association – None
- c. Alumni Association – Misti McClellan went over data regarding alumni tracking using Live Alumni to obtain USAO alumni data to “help us tell our story”. Second Annual Bachelor’s and Brews was held December 5, 2019 at newly opened Canadian River Brewery Co. in downtown Chickasha. Alumni numbers continue to rise – preparing for next giving day alumni push.
- d. Staff Association – Alexis Avery distributed thank you cards to the Board and President Feaver for approval of the recently received stipend.

8. President’s Report

- a. President Feaver called on Vice President Sid Hudson to report. Vice President Hudson introduced several guests including USAO Foundation Chair Suzanne Broadbent and Vice Chair Don Holladay, Ryan and Erin Smith of Smith Design Company along with Brianna Hernandez; also, Richard McCharen, Carol Miller, and Tom Tackett of CBTS. Vice President Hudson proceeded with updates on the USAO Master Plan stating it is a living document giving us direction of where we want to go.

Architect Ryan Smith addressed the Board on the USAO Master Plan, distributed to the Board prior to the meeting for review.

Vice President Hudson called on Mike Ross, Head Baseball Coach. Coach Ross addressed the Board on the new baseball and softball facilities and how it will benefit the student-athletes. It will also allow USAO to recruit and compete with other institutions. In addition, the new facilities will allow us to host regional tournaments.

Vice President Hudson called on Rachel Jones and Jason Shaw, Associate Professors of Biology. They addressed the Board on the proposed facility at the Habitat and the importance of having a space outdoors saving travel allowing more time for instruction. The facility would be beneficial not only to USAO students but in offering summer programs in environmental and other sciences to area high school students.

Vice President Hudson talked about the upgrades to McLaughlin field, renovation of a downtown property, Artwrecker Studio, and new windows now being installed in Austin Hall. The campus IT infrastructure was updated with CBTS and Aruba. Vice President Hudson introduced Rick McCharen, Carol Miller and Tom Tackett of CBTS. They gave an abbreviated presentation on the USAO and CBTS partnership using a video and PowerPoint. The video is being used to tell the story of our partnership nationwide.

Te Ata auditorium upgrades will be substantial. The rigging system was unsafe making it a priority, therefore labeled as Phase I of the auditorium renovation. Upgrades to the rigging system should be completed mid-March 2020. Phase II will be upgrades to the stage area and then audio and video equipment. Phase III will concentrate on the gallery area and Phase IV will be seating reorganization, both levels.

For more on the Te Ata upgrades, Vice President Hudson called on Katie Davis, Professor of Theatre Arts. She addressed the Board regarding Te Ata's deficiencies. The new rigging system upgrades and lighting package will greatly benefit faculty and students and allow us to bring in the types of shows and programs we previously lost due to the deficiencies.

Theatre Planners/Lighting Designers Schuler Shook was hired to assist with the Te Ata renovations. When Te Ata upgrades and renovations are complete, focus will shift to the Little Theatre.

9. Time and Place of Next Meeting – The next meeting will be held Wednesday, February 12, 2020, at 1:30 p.m. on the USAO Campus.

10. Consideration of “any matter not known about which could not have been reasonably foreseen prior to the time of posting of the agenda” – None.

11. Adjournment – On a motion by Regent Ming, seconded by Regent McLaughlin, the Board voted unanimously to adjourn. Vice Chair Cordell declared the Board meeting adjourned at 3:40 p.m.

Advance public notice of this meeting was properly filed and displayed in compliance with Title 25, O.S. 1981, Section 311.