

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
April 8, 2014**

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, April 8, 2014, in the President's Conference 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. Chair Kitz led the group in the Pledge of Allegiance and then called the meeting to order at 12:40 and asked for roll call. Members present were: Hilary Kitz, Bill Lance, Dave McLaughlin, Chris Mosley. Absentee is Mo Anderson, John Nelson, and Molly Tolbert. Also present were: President John Feaver, Vice President Dex Marble, Vice President Monica Trevino, Vice President Lynn Boyce, Vice President Mike Coponiti, Vice President Michael Nealeigh, Assistant Director of Media and Community Relations Jessica Jackson, President of the Faculty Association Dan Hanson, and Diane Carroll, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: None.

Presentations: Vice President Dex Marble presented the Regents Superior Scholar Award to Dr. James Finck and Dr. Lee Hester. He also presented the Regents Superior Teaching Awards to Dr. John Paul Cook and to Dr. Christopher Garneau. Vice President Monica Trevino presented the Bill & Pat Smith Scholar Athlete Award to Paige Pullium (not present), a basketball player.

Minutes of the December 10, 2013, meeting: To be approved in the June 10, 2014 meeting.

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel –

Appointments:

Christina Thomas, Director of Sparks Hall, full time, effective February 17, 2014, salary \$21,000.00. Ms. Thomas holds a B.S. in Criminal Justice from Elmira College in Elmira, New York.

Molly Tracy, Admissions Counselor, full time, effective March 1, 2014, salary \$24,000.00. Ms. Tracy holds a B.S. in Political Science and a minor in Communication and a second minor in Liberal Arts from the University of Science and Arts of Oklahoma.

Dr. Soumendra Banerjee, Assistant Professor of Economics, full time, effective August 25, 2014, salary \$ 45,000.00. Dr. Banerjee holds a M.A. from Jawaharlal Nehru University in India and a Ph.D. from Clark University in Worcester, Massachusetts.

Change in Status:

Anna McGill from full-time Admissions Counselor to part-time Admissions Counselor.

Retirements:

Dr. Richard Tan, effective April 30, 2014 - after 34 years of service

Resignations

Nano (Jessie) Fields, effective February 20, 2014

Christopher Martin, effective April 30, 2014

JoAnn Phillips, effective April 11, 2014

Summer Session 2014

Tonia Anderson	3,330.00	Sean Kelley	6,516.00
Soumendra Banerjee	7,620.00	Jackie Knapp	11,584.00
Annick Bellemain	11,584.00	Sarah Layman	2,540.00
Brenda Brown	13,120.00	Jeannette Loutsch	10,136.00
Steve Brown	13,920.00	Jeanne Mather	13,120.00
John Bruce	13,120.00	Linda McElroy	13,120.00
J.C. Casey	9,840.00	Vinson Metcalf	875.00
Roch Chan-Yu-King	8,200.00	Blake Morgan	10,160.00
John Paul Cook	7,620.00	Robert Newbrough	6,660.00
Katie Davis	11,584.00	Nancy Osborn	9,840.00
Wendi Ferrell	6,660.00	Matthew Reynolds	8,880.00
James Finck	10,160.00	Jason Shaw	8,890.00
Christopher Garneau	10,160.00	Zach Simpson	6,350.00
Donna Gower	11,584.00	Peter Thomas	11,480.00
Dan Hanson	1,740.00	Layne Thrift	10,160.00
Jennifer Hayden	700.00	Quan Tran	8,890.00
Nancy Hector	4,344.00	James Vaughn	10,160.00
Yunjae Hwang	5,550.00	Jordan Vinyard	10,160.00
Aleisha Karjala	11,584.00	Nancy Warden	10,440.00
Karen Karner	6,660.00	David Zoetewey	7,620.00

Independent Study Summer 2014

Brenda Brown	1,500.00	Linda McElroy	1,500.00
Steve Brown	1,500.00	Nancy Osborn	1,500.00
J.C. Casey	1,500.00	Leah Oxenford	1,500.00
David Duncan	1,500.00	Shelley Rees	1,500.00
James Finck	1,500.00	Jason Shaw	2,000.00

Christopher Garneau	1,500.00	Layne Thrift	1,500.00
Karen Karner	1,500.00	Jordan Vinyard	1,500.00
Aleisha Karjala	1,500.00	Chris Walker	1,000.00

Adjunct Faculty Summer 2014

Scott Charlson	1,700.00
Kim Roberts	3,500.00
Bill Robinson	500.00

On a motion by Regent Lance, seconded by Regent McLaughlin, the Board voted unanimously (4-0) to approve the personnel actions. (To be ratified in June meeting)

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 Approval of 2014-2015 Board Plans

Chair Kitz called on Regent McLaughlin to report on the request to approve the 2014-2015 Board Plans. Regent McLaughlin asked Vice President Coponiti to explain and describe each cost. Regent McLaughlin recommends the Board approve the 2014-2015 Board Plans.

Board plans and rates are devised with considerable student input to maximize flexibility and optimize value. All meal plans are structured as “block” plans with a trimester parameter rather than a weekly parameter. This permits students flexibility in determining when to consume meals. Additionally, the “block” system permits “transferability,” which allows students to spend some of the meals on their plans for guest diners, such as parents or friends.

Following are the various plans and rates proposed for the 2014-2015 school year. The rates proposed reflect an increase of approximately three (3) percent over this year’s rates.

		FY-14	Proposed
		Rates	FY-15
			Rates
Plan A	225 block meals per trimester	\$ 1,315	\$ 1,355
Plan B	225 block meals plus \$150 DCB per trimester	\$ 1,395	\$ 1,435
Plan C	85 block meals plus \$300 DCB per trimester	\$ 1,250	\$ 1,290
Plan D	150 block meals plus \$200 DCB per trimester	\$ 1,395	\$ 1,435
Plan E*	100 block meals plus \$100 DCB per trimester	\$ 915	\$ 940

*Available to Lawson Residents only.

Declining Cash Balance (DCBs) may be purchased from and spent at any food service venue (cafeteria, Dusty's, convenience store). In addition to those attached to the various meal plans, DCBs can be purchased in increments of \$25, with the following discount structure applying:

1-99 = dollar to dollar
100-249 = 5% discount
250-399 = 10% discount
400+ = 15% discount

Meal punches remain transferable in the Dusty's and the convenience store during prescribed times.

**Comparative Board Costs
at Oklahoma Universities
2013-2014 Rates per Semester**

School	Standard 15/14meals per week or 225 block plan
University of Oklahoma	\$1,973
Oklahoma City University	\$1,860
Oklahoma State University	\$1,650
University of Central Oklahoma	\$1,547
Northeastern OSU	\$1,459
Oklahoma Christian University	\$1,400
Southwestern OSU	\$1,400
University of Science & Arts of Oklahoma Proposed FY-15	\$1,355
East Central University	\$1,340
University of Science & Arts of Oklahoma FY-14	\$1,315
Cameron University	\$1,190

Plan designs vary from institution to institution. The figures used represent the plan at each school that most closely matches USAO's 225 block meal plan. Like USAO, almost all institutions offer a variety of food service plans with a wide range of options that combine cash equivalency and meal punches. Declining cash balances were removed dollar for dollar for comparison.

Chair Kitz moved to accept Regent McLaughlin's recommendation to approve the Board Rates. The Board voted unanimously (4-0) to approve. (To be ratified in June meeting)

4. Request for Approval of 2014-15 Housing Rates

Chair Kitz called on Regent McLaughlin to report on the request to approve the 2014-2015 Housing Rates. Regent McLaughlin asked Vice President Coponiti to explain and describe each cost. Regent McLaughlin recommends the Board approve the 2014-2015 Housing Rates.

Each year campus housing rates are reviewed and adjusted to maintain a rate structure driven by the following three priorities: 1) to generate sufficient revenue to meet the debt service obligations of Lawson Court and to adequately maintain all campus residential facilities and programs; 2) to preserve a position of affordability and equity relative to comparable facilities at other colleges and universities, and 3) to maintain reasonable and equitable price distinctions between different facilities.

In some years these rates have been raised slightly more than 3 percent in order to ensure an adequate margin for debt service on Lawson Court. However, in an effort to control cost to our students, housing rates were not adjusted last year. Projecting occupancy rates that are similar to those experienced in recent years (81% in Fall 2013), a 3 percent increase is proposed as adequate. An analysis of other institutions' housing costs indicates that USAO remains in a competitive position as a good value. In all cases, the figures proposed have been rounded to an even dollar figure ending in 5 or 0.

USAO Student Housing 2013-2014 Academic Year Rental Prices Per Trimester

	<u>2013-2014</u>	<u>Proposed 2014-2015</u>
<u>Lawson Court (Fall & Spring)</u>		
4-bedroom	\$2,115	\$2,180
2-bedroom	\$2,555	\$2,630
<u>Lawson Court (Summer)</u>		
4-bedroom	\$1,375	\$1,415
2-bedroom	\$1,700	\$1,750
<u>Sparks Hall</u>		
Double Occupancy	\$1,340	\$1,380
Small-Room Single	\$1,720	\$1,770
Private Room	\$2,115	\$2,180

**Comparative Housing Costs
at Oklahoma Colleges
2013-2014 Rates per Semester**

University	4-Bed Apt. per term
Oklahoma Christian University	N/A
University of Central Oklahoma	\$3,142
Oklahoma State University	\$2,700
Oklahoma City University	\$2,425
Cameron University	\$2,415
University of Oklahoma	\$2,291
Northeastern State University	\$2,250
Rogers State University	\$2,245
University of Science & Arts of Oklahoma Proposed FY-15	\$2,115
University of Science & Arts of Oklahoma FY-14	\$2,055
East Central University	\$2,050

	2-Bed Apt. per term
University of Central Oklahoma	\$3,496
Oklahoma City University	\$3,250
University of Oklahoma	\$3,213
Oklahoma State University	\$3,150
Oklahoma Christian University	\$2,995
Cameron University	\$2,810
Northeastern State University	\$2,750
Rogers State University	\$2,722
University of Science & Arts of Oklahoma Proposed FY-15	\$2,630
University of Science & Arts of Oklahoma FY-14	\$2,555
East Central University	\$2,300

	Dorm-Double Per Term
University of Oklahoma	\$2,386
Oklahoma Christian University	\$2,100
Oklahoma City University	\$1,895
Oklahoma State University	\$1,775
University of Central Oklahoma	\$1,681
University of Science & Arts of Oklahoma Proposed FY-15	\$1,340
University of Science & Arts of Oklahoma FY-12	\$1,300
Southeastern OSU	\$1,155
Northeastern State University	\$1,120

Chair Kitz moved to accept Regent McLaughlin's recommendation to approve the Board Rates. The Board voted unanimously (4-0) to approve. (To be ratified in June meeting)

5. Request for Approval of the Curriculum Changes

Chair Kitz called on Regent McLaughlin to report on the following request. Regent McLaughlin asked Vice President Marble to report on the proposal.

The following requests for additions, deletions, and modifications in programs and courses have originated with the respective departments, and have won approval from the appropriate faculty committees and officers, including the President.

All courses are identified by a four-digit number. The first digit (1, 2, 3, or 4) represents respective levels of freshman, sophomore, junior, and senior. The last digit represents the number of credit hours awarded for completion of the course. The middle two digits are unique to identify the specific course.

I.

Division: Education and Speech Language Pathology Department: Education

Curriculum changes requested in the Education and Speech Language Pathology are minor changes in descriptions of courses and course titles to conform to current practice and current terminology in the field. For example, some changes highlight the clinical nature of the course. The opportunity for undergraduate experience in a clinical situation is virtually unique to USAO. Others eliminate the requirement of passing an English Proficiency Exam which has not been given at USAO for a number of years. And others recognize USAO's initiative in making co-teaching integral to the student teaching experience.

Requested changes are listed below:

1. Change the course description of EDUC 4410 Professional Trimester/Student Teaching in the Secondary School

From:

Directed observation and teaching under supervision and guidance in secondary school. Prerequisites: admission to Teacher Education, successful completion of English Proficiency requirement, *and* approval to student teaching. 10 hours.

To:

Level 4 Clinical Experience. Teaching experience with qualified mentor teachers in secondary schools. Prerequisites: Admission to Teacher Education and Approval to Student Teach. Co-requisite: EDUC 4542 Applied Professional Studies. 10 hours.

2. Change the course description of EDUC 4405 Professional Trimester/Student Teaching in the Secondary School

From:

Directed observation and teaching under supervision and guidance in secondary school. Prerequisites: admission to Teacher Education, successful completion of English Proficiency requirement, *and* approval to student teaching. 5 hours.

To:

Level 4 Clinical Experience. Teaching experience with qualified mentor teacher in a secondary school. Prerequisites: Admission to Teacher Education and Approval to Student Teach. Co-requisite: EDUC 4542 Applied Professional Studies. 5 hours.

3. Change the course description of EDUC 4310 Professional Trimester/Student Teaching in the Elementary School

From:

Directed observation and teaching under supervision and guidance in elementary school. Prerequisites: admission to Teacher Education, successful completion of English Proficiency requirement, *and* approval to student teaching. 10 hours.

To:

Level 4 Clinical Experience. Teaching experience with qualified mentor teachers in elementary schools. Prerequisites: Admission to Teacher Education and Approval to Student Teach. Co-requisite: EDUC 4542 Applied Professional Studies. 10 hours.

4. Change the course description of EDUC 4305 Professional Trimester/Student Teaching in the Elementary School

From:

Directed observation and teaching under supervision and guidance in elementary school. Prerequisites: admission to Teacher Education, successful completion of English Proficiency requirement, *and* approval to student teaching. 5 hours.

To:

Level 4 Clinical Experience. Teaching experience with a qualified mentor teacher in an elementary school. Prerequisites: Admission to Teacher Education and Approval to Student Teach. Co-requisite: EDUC 4542 Applied Professional Studies. 5 hours.

5. Change the course description and name of EDUC 3343 Educational Media and Technology

From: EDUC 3343 Educational Media and Technology

Introductory survey course dealing with educational media designed to develop understanding and familiarity with media hardware and software used in public schools. Special emphasis on media production, operation, selection, use, and evaluation techniques of wide range of educational media, particularly microcomputers. Prerequisite: Admission to Teacher Education. 3 hours.

To: EDUC 3343 Educational Technology

Emerging technologies have capabilities to empower learning in and out of classrooms. The course focuses on interactive educational tools, applications, media, and infrastructures with emphasis on using the technologies associated with course content. 3 hours.

6. Change course name:

From:

EDUC 4412 Early Childhood Education: Practicum

To:

EDUC 4412 Early Childhood Level 3 Clinical Experiences

7. Change course name:

From:

EDUC 3343 Educational Media and Technology

To:

EDUC 3343 Educational Technology

8. Change course name:

From:

EDUC 3221 Directed Field Experiences Supplemental

To:

EDUC 3221 Supplemental Clinical Experience

9. Change course name:

From:

EDUC 2011 Directed Field Experiences I

To:

EDUC 2011 Level 1 Clinical Experiences

10. Change course name:

From: EDUC 3211 Directed Field Experiences II
To: EDUC 3211 Level 2 Clinical Experiences

11. Change course name:

From: DFED 2042 Practicum I
To: DFED 2042 Deaf Ed Level 1 Clinical Experiences

12. Change course name:

From: DFED 3042 Practicum II
To: DFED 3042 Deaf Ed Level 2 Clinical Experiences

II.

**Division: Science and Physical Education
Department: Physical Education**

The requested changes are for a minor change in a course description, and for the addition of a course that has been taught as a special topics course for the last five years.

Requested changes are listed below:

1. Change the course description of PHED 3352 Theory of Coaching Interscholastic Sports

From: Emphasis on coaching major team sports. Instruction includes psychology of coaching; certification of coaches; finance and budgeting; purchase, care, and repair of equipment; methods of scheduling; rules of the sport; and

fundamentals of offense and defense. (May be repeated for a total of 8 hours, 2 hours each in baseball, basketball, football and track and field.) 2 hours.

To:

Emphasis on coaching major team sports. Instruction includes psychology of coaching; certification of coaches; finance and budgeting; purchase, care, and repair of equipment; methods of scheduling; rules of the sport; and fundamentals of offense and defense. (May be repeated for a total of 8 hours, 2 hours each in baseball, basketball, soccer and cross country.) 2 hours.

(Note: The coaching subjects correspond to the intercollegiate sports in which USAO currently participates. USAO does not compete in football or track and field, and consequently expertise in the department in those sports is limited.)

2. **Add a new course, PHED 3XX2 Sport in Film and Literature**

Course Description:

The course analyzes sport in popular culture through the mediums of film and literature. The course analyzes a number of critical topics in sport as depicted through various films and their corresponding literary piece. Issues such as gender, race, and class will be investigated.

This course has been taught as a special topics course on a regular basis for several years. It is time to make it an official course. In Spring 2014, films assigned include *Olympiad*, *Chariots of Fire*, *Great White Hope*, *Raging Bull*, *Personal Best*, *Miracle*, *Breaking Away*, and *North Dallas Forty*.

III.

Division: Science and Physical Education
Department: Natural Science

The changes outlined below are less complex than it would appear. For some fifteen years, all students majoring in one of the sciences have been required to enroll in either NSCI 2700 or NSCI 2701 during all Fall and Spring trimesters at USAO. Students could take the course either on a pass/fail basis for zero credit, or for one hour of credit that received a grade.

I. Delete the following course(s):

NSCI 2700/1 Colloquium in the Sciences

Course provides a forum for student and faculty presentations, viewing of videotapes, organizing field trips, discussion of science and technology-related subjects and developing a broad understanding of the ideas and methods of science. The Colloquium will serve as the organizational and administrative vehicle for the completion of the science portfolio. All majors in biology, chemistry, medical technology, natural science and physics are required to participate each fall and spring trimester. Students in science-related fields are encouraged to participate. Attendance is open to all students.

Delivery of the course has presented problems. Requirement of enrollment every trimester has meant that subject matter cannot be repeated over a four-year period. Such enrollment, furthermore, puts freshmen, sophomores, juniors, and seniors into the same material. The requirement, although valuable, is also a drain on both faculty and student time.

Accordingly, we propose the following change to preserve the value of the experience and to resolve various issues connected with delivering the course. We would replace the 8-trimester experience with 3 trimesters, one each at the freshman, sophomore, and junior levels, each devoted to separate practical concerns. **All three courses are required of all majors in biology, chemistry, physics, and natural science. The second two courses are required of all mathematics majors.**

2. Add the following courses:

NSCI 1XX0/1 Success in STEM (taught every Fall)

This course introduces students majoring in STEM (Science, Technology, Engineering, and Mathematics) areas to strategies for success in these fields of study. The course familiarizes students with the policies, resources including laboratories, and skills affiliated with success in STEM fields. 0 or 1 credit hour.

NSCI 2XX0/1 STEM Communication (taught every Spring)

This course is for students majoring in STEM (Science, Technology, Engineering, and Mathematics) fields of study. The course emphasizes STEM communication including scientific reasoning via primary literature, discussion, poster, and oral presentations. 0 or 1 credit hour.

NSCI 3XX0/1 Next Step Preparation (taught every Spring)

This course is for students majoring in STEM (Science, Technology, Engineering, and Mathematics) fields of study. The course emphasizes the preparation necessary for a career in STEM including jobs, graduate school, professional school, and service. 0 or 1 credit hour.

2. Add and drop the following courses:

Add: BIOL 4880 - Special Topics

Special topics in biology, 1-4 hours (may be repeated for a total of 6 hours)

This special topics course is listed under chemistry, physics, natural science, and mathematics, but apparently has been inadvertently omitted from biology. This will provide consistency throughout the STEM majors.

Delete: BIOL 4800 - Biological Projects

Research and seminar projects; may be taken unlimited number of times. 1-3 hours (credit to be arranged by instructor). Prerequisites: 8 hours of biology *and* permission of instructor.

This course does not appear under any of the other STEM majors at USAO. No one on the faculty can remember its ever having been taught. Furthermore, the type of project envisioned by this course can be completed by satisfying requirements for USAO's Research Endorsement, rendering this course superfluous.

Chair Kitz moved to accept Regent McLaughlin's recommendation to approve the curriculum changes. The Board voted unanimously (4-0) to approve. (To be ratified in June meeting)

6. Report on Recruiting and Admissions

Vice President Trevino gave a report to the USAO Regents on recruiting and admissions.

No action was necessary.

7. President's Report-

President Feaver addressed the Board on the following items:

- a. Reminder of the Te Ata dedication on April 25th.

- b. Indicated that he intended to propose a flat tuition rate for their consideration in the June meeting.
- c. The President reported on utility company damage to the USAO Habitat area, and how USAO and AEP-PSO were working together to address the situation.

8. Remarks from Representatives to the Board:

- i. Faculty Association – Dr. Dan Hanson, President of the Faculty Association passed out a sheet noting the various activities of faculty.
- ii. Student Association – No report.
- iii. Alumni Association – No report
- iv. Staff Association – No report

9. Time and Place of Next Meeting – The next meeting will be held Tuesday, June 10, 2014, 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. Executive Session – Chair Kitz asked for a motion to move the meeting into executive session. On a motion by Regent Mosley, seconded by Regent Lance, the Board voted unanimously to move into Executive Session. Chair Kitz declared the Board in Executive Session at 12:50 p.m. in order to address the remaining agenda items.

- a. Reappointment of President for Next Fiscal Year
- b. Reappointment of Administrators for Next Fiscal Year
- c. Three-Year Review of Tenured Faculty
- d. Consideration of Reappointment of Professional and General Staff for FY2014-2015
- e. Consideration of Tenure Decisions for 2014-2015
- f. Consideration of Appointment of Faculty and Division Chairs for 2014-2015
- g. Consideration of Promotion Decisions for 2014-2015

12. Return to Open Session – Chair Kitz asked for a motion to move the meeting into open session. On a motion by Regent Mosley, seconded by Regent McLaughlin, the Board voted unanimously to return to Open Session at 1:00 p.m.

- a. Action on Reappointment of President for Next Fiscal Year
- b. Action on Reappointment of Administrators for Next Fiscal Year
- c. Action on Three-Year Review of Tenured Faculty
- d. Action on Consideration of Reappointment of Professional and General Staff for FY2014-2015
- e. Action on Consideration of Tenure Decisions for 2014-2015
- f. Action on Consideration of Appointment of Faculty and Division Chairs for 2014-2015
- g. Action on Consideration of Promotion Decisions for 2014-2015

On a motion by Regent Mosley, second by Regent Lance, the Board voted unanimously to approve all (a-g) requests for Board action. Regent Mosley left meeting at 1:05 p.m. (To be ratified in June meeting)

13. Adjournment – On a motion by Regent Lance, seconded by Regent McLaughlin, the Board voted unanimously to adjourn. Chair Kitz declared the Board meeting adjourned at 1:15 p.m.

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