

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
June 14, 2017**

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, June 14, 2017, 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 Mosley 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 were: Mo Anderson, David Ferrell, Bill Lance (by skype), Dave McLaughlin, Chris Mosley, and Diane Ming. Also present were: President John Feaver, Vice President Krista Maxson, Vice President Mike Coponiti, Vice President Sid Hudson, Vice President Monica Trevino, Director of Communications and Marketing Amy Goddard, Faculty Vice President JC Casey, Staff Association President Laura Wijkowski and also representing Alumni Association, and Joyce Sanders, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: President Feaver announced that David McLaughlin has been reappointed for another term as USAO Regent.

Presentations: President Feaver presented an engraved gavel to outgoing Chair of the USAO Board of Regents, Mo Anderson.

Approval of the Minutes of the April 12, 2017, meeting: On a motion by Regent Mosley, seconded by Regent McLaughlin, the minutes were approved unanimously.

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel –

Appointments:

Sean Risinger, Coordinator, Autism Spectrum Support Program, full-time effective March 30, 2017, salary \$39,200.00

Dwight Yokum, Staff Accountant/Accounts Payable Specialist, full-time effective May 1, 2017, salary \$40,000.00

Rebecca White, Custodian, full-time effective May 4, 2017, salary \$20,800.00

Change in Status:

Kelly Brown, Vice President for Library & Information Services, effective May 2, 2017

Lynn Boyce, Student Services & Enrollment Management Specialist, effective July 1, 2017

Resignations:

Christopher Basco, effective July 7, 2017

Medea Glass, effective May 5, 2017

Recommendation for Fall 2017 Adjuncts

Richard Barker	Physical Education
Ron Blankinship	Music
Christine Burkhart	Accounting
Patricia Carr	Mathematics
Matthew Caves	Business Administration
Scott Charlson	Education
Amber Diaz	Speech Language Pathology
David Duncan	Communication
Judy Duprez	Education
Debbie Early	Speech Language Pathology
Rhenada Finch	Music
Pamela Foster	Psychology
Chris Francis	Physical Education
Emily Godwin	Theatre Arts
Jimmy Hampton	Physical Education
Jerry Hargis	Communication
Julie Harris	Education
Kari Henricks	Education
Sid Hudson	Physical Education
Rachel Jackson	American Indian Studies
Lindsey Jessick	Music
Kory Kirkland	Sociology
Carmen Lamar	Education
Evan Maxson	Mathematics
Kelli Monroe	IDS
Mary Reynolds	Mathematics
Bill Robinson	Psychology
Mike Ross	Physical Education
Cheryl Sehon	Education
Dwight Sehon	Accounting
David Sikes	Management
Claudia Smith	Education
Mamie Sprinkle	Music
Francisco Venegas	Music
Rob Vollmar	Music

On a motion by Regent Mosley, seconded by Regent Ming, the Board voted unanimously to approve the request.

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 to Consider Setting Guaranteed Tuition Rate for FY2017-2018

Chair Ming reported that the Finance and Audit Committee met on Tuesday, June 14, 2017, at 11:00 a.m. in the President's Conference Room to consider the recommendation.

Institutions within the Oklahoma State System of Higher Education are required by law to offer first time full-time Oklahoma resident students a tuition rate that will be guaranteed for a period not less than four consecutive academic years. (70 O. S. 2007 Supp., Section 3218.8) They will remain eligible to receive this fixed rate so long as they sustain full-time, uninterrupted enrollment for consecutive year fall and spring trimesters throughout the four-year period.

Students shall have the option to participate or not participate in the guaranteed tuition program and shall indicate their election at the time of enrollment or following the approval of the tuition rates by the USAO Board of Regents.

By law, the guaranteed rate cannot exceed 115 percent of the non-guaranteed undergraduate tuition rate charged to resident students enrolling for the first time for the same academic year. Beginning in the fall 2017 trimester, the proposed resident tuition rate for FY2017-2018 will be \$201.00 per credit hour. A guaranteed rate at 115 percent would translate into a guaranteed Oklahoma resident tuition rate of \$231.00 per credit hour through the 2020-2021 academic year.

The President recommends no tuition increase, and that the guaranteed USAO rate for Oklahoma resident tuition be set at \$231.00 per credit hour for the fall 2017.

Regent Ming recommended the approval of the Tuition and Mandatory Fees, and the Board voted unanimously to approve.

4. Consideration of Proposed FY2017-2018 Budget

Chair Ming reported that the Finance and Audit Committee met on Tuesday, June 14, 2017, at 11:00 a.m. in the President's Conference Room to consider the recommendation. Regent Ming called on Vice President Coponiti to cover the essentials of the proposed budget.

The Education and General Budget consists of state appropriations and locally generated revolving funds. Appropriations from the Oklahoma Legislature to the higher education system are allocated to individual institutions by the Oklahoma State Regents for Higher Education.

EDUCATIONAL AND GENERAL BUDGET - FY2017-2018			
PART I - PRIMARY BUDGET			
Schedule A			
Summary of Educational and General Expenditures by Function			
Agency #	150		
Institution Name:	University of Science and Science and Arts of Oklahoma	Date Submitted:	June 14, 2017
EXPENDITURES BY ACTIVITY/FUNCTION			
Activity Number	Activity/Function	FY2017-2018 Amount	Percent of Total
	Educational & General Budget - Part I:		
11	Instruction	5,038,482	42.7%
12	Research	155,942	1.3%
13	Public Service	5,000	0.0%
14	Academic Support	913,432	7.7%
15	Student Services	1,304,166	11.1%
16	Institutional Support	1,831,373	15.5%
17	Operation and Maintenance of Plant	1,706,410	14.5%
18	Scholarships and Fellowships	833,850	7.1%
	Total Expenditures by Activity/Function:	11,788,655	100.0%
FUNDING			
Fund Number	Fund Name	FY2017-2018 Amount	Percent of Total
	E&G Operating Revolving Fund:		
290	Revolving Funds	6,082,634	51.6%
290	State Appropriated Funds - Operations Budget	5,684,807	48.2%
290	State Appropriated Funds - Grants, Contracts and Reimbursements	21,214	0.2%

	Total Expenditures by Fund:	11,788,655	100.0%
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PART I - PRIMARY BUDGET			
Schedule B			
Summary of Educational and General Expenditures by Object			
Institution	University of Science and Science and Arts of Oklahoma		
EXPENDITURES BY OBJECT			
Object Number	Object of Expenditure	FY2017-2018 Amount	Percent of Total
1	Personnel Services:		
1a	Teaching Salaries	3,063,000	26.0%
1b	Professional Salaries	1,906,290	16.2%
1c	Other Salaries and Wages	1,208,100	10.2%
1d	Fringe Benefits	2,801,452	23.8%
1e	Professional Services	-	0.0%
	Total Personnel Service	8,978,842	76.2%
2	Travel	89,571	0.8%
3	Utilities	350,000	3.0%
4	Supplies and Other Operating Expenses *	1,168,516	9.9%
5	Property, Furniture and Equipment	141,039	1.2%
6	Library Books and Periodicals	73,432	0.6%
7	Scholarships and Other Assistance	833,850	7.1%
8	Transfer and Other Disbursements **	153,405	1.3%
	Total Expenditures by Object	11,788,655	100.0%

Schedule C			
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REPORT OF EDUCATIONAL AND GENERAL REVENUE, EXPENDITURES, AND UNOBLIGATED RESERVE			
Institution Name:	University of Science and Science and Arts of Oklahoma		
Revenue Description	FY2017-2018 Amount	Percent of Total	
1. Beginning Fund Balance July 1, 2017 (Cash Basis)	2,332,028		
2. Expenditures for Prior Year Obligations	1,375,000		
3. Unobligated Reserve Balance July 1, 2017 (line 1 - line 2)	957,028	<-- Formula	
4. Projected FY2018 Receipts:			
State Appropriated Funds - For Operations	5,684,807	49.3%	
State Appropriated Funds - For Grants, Contracts and Reimbursements	21,214	0.2%	
Federal Appropriations	-	0.0%	
Local Appropriations	-	0.0%	
Resident Tuition (includes tuition waivers)	4,475,206	38.8%	
Nonresident Tuition (includes tuition waivers)	422,228	3.7%	
Student Fees - Mandatory and Academic Service Fees	717,000	6.2%	
Gifts, Endowments and Bequests	190,000	1.6%	
Other Grants, Contracts and Reimbursements	-	0.0%	
Sales and Services of Educational Departments	2,000	0.0%	
Organized Activities Related to Educational Departments	15,000	0.1%	
Technical Education Funds	-	0.0%	
Other Sources	11,000	0.1%	
	-		
5. Total Projected FY2018 Receipts		100.0%	

		11,538,455	
6. Total Available (line 3 + line 5)		12,495,483	<-- Formula
7. Less Budgeted Expenditures for FY2018 Operations		11,788,655	<--Link to Sch A
8. Projected Unobligated Reserve Balance June 30, 2018 (line 6 - line 7)		706,828	<-- Formula
Schedule C-1			
Student Fees	Fund 290	Fund 700	Totals
Mandatory Fees	612,000	512,500	1,124,500
Academic Service Fees	105,000	-	105,000
Total Student Fees	717,000	512,500	1,229,500
Difference Between Student Fees in cells B23 and C40	-	N/A	N/A

Regent Ming recommends the approval of the Proposed FY17-18 Budget, and the Board voted unanimously to approve.

5. Request for Approval of Curriculum Changes

Vice Chair Mosley reported that the Academic and Administrative Affairs Committee met on Tuesday, June 14, 2017, at 10:45 a.m. in the President's Conference Room to consider the recommendation.

1. Curriculum change to suspend the American Indian Studies Program:

The American Indian Studies program has been on the low productivity report for the Oklahoma State Regents for Higher Education for the past decade. The following charts represent the number of students enrolled in the program as majors and the number of graduates from the program. It should be clear that it is not possible to support a program and the associated faculty position with such little student demand. It is the hope of USAO that we can bring back the program in three years when we can support the reinvigoration of a valuable program.

Housing and Physical Plant

Chris Mosley, Chair
Diane Ming
Vice President, Enrollment Management
Vice President, Business and Finance
Secretary, Faculty Association

Policies and Procedures

Diane Ming, Chair
David McLaughlin
Vice President, Academic Affairs
Vice President, Enrollment Management
President, Faculty Association

University Advancement

Mo Anderson, Chair
David Ferrell
Vice President, University Advancement
President, Alumni Association

Student Life

Vacant, Chair

Dean of Students
President, Student Association
Vice President & Treasurer, Faculty Association

***The Chair of the Board of Regents and the President of the University are ex-officio members of all committees**

On a motion by Regent Ming, seconded by Regent Mosley, the Board voted unanimously to accept the Regents' Committees.

7. Election of Officers for FY2017-2018

In accordance with the Regents Monthly Agenda Guide, Board of Regents officers for the next fiscal year are to be elected in the June meeting. Officers ending their service for FY2016 – 2017 are:

Regent Anderson	Chair
Regent Lance	Vice Chair
Regent Ming	Secretary

In accordance with past policy, proposed officers for FY2017 – 2018 would be:

Regent Lance	Chair
Regent Ming	Vice Chair
Regent Ferrell	Secretary

On a motion by Regent McLaughlin, seconded by Regent Mosley, the Board voted unanimously to approve the positions of Chair, Vice Chair and Secretary.

8. Authorization for Regents Committees to Act on Behalf of Board

The USAO Board of Regents normally does not meet in July or August. If that practice is followed this year, the Board would not meet during the three month period from June 14 to September 13. If a matter of extreme importance should arise, the Chairman could authorize a special meeting of the Board. For usual items that require Regents' action, it is recommended that the Regents' committees be authorized to act on behalf of the Board as needed with their action ratified in the September meeting.

On a motion by Regent Ferrell, seconded by Regent McLaughlin, the Board voted unanimously to approve the authorization for Regents committees to act on behalf of the Board.

9. President's Report

The President addressed the Board on the following items:

- a. Vice President for Advancement Sid Hudson reported on Athletics and Scholarships.
- b. Vice President for Enrollment Management Monica Trevino reported on the recruiting and admission process.
- c. Four camps on campus this week.
- d. President reported that Coming Together Park should be done by fall trimester.

10. Remarks from Representatives to the Board:

- i. Faculty Association – JC Casey, Vice President for Faculty Association reported.
- ii. Student Association – No report.
- iii. Alumni Association – Laura Wijkowski, on behalf of President of the Alumni Association reported.
- iv. Staff Association – Laura Wijkowski, President of the Staff Association reported.

11. Time and Place of Next Meeting – The next meeting will be held Wednesday, September 13, 2017, at 1:30 p.m. on the USAO Campus.

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

13. Executive Session – Chair Anderson asked for a motion to move the meeting into executive session. On a motion by Regent Mosley, seconded by Regent Ming, the Board voted unanimously to move into Executive Session. Chair Mosley declared the Board in Executive Session in order to address the remaining agenda item.

- a. Recommendation on Faculty and Staff Salaries for FY2017-2018.

14. Return to Open Session – Chair Anderson asked for a motion to move the meeting into open session. On a motion by Regent Lance, seconded by Regent Mosley, the Board voted unanimously to return to Open Session at 3:05 p.m.

- a. Action on Faculty and Staff Salaries for FY 2017-2018.

On a motion by Regent Lance, seconded by Regent Mosley, the Board voted unanimously to approve Faculty and Staff Salaries for FY 2017-2018.

15. Adjournment – On a motion by Regent Mosley, seconded by Regent Ferrell, the Board voted unanimously to adjourn. Chair McLaughlin declared the Board meeting adjourned at 3:10 p.m.

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