

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
December 8, 2015**

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, December 8, 2015, 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. Vice 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, G.T. Bynum, David McLaughlin, Diane Ming and Chris Mosley. Absent were Hilary Kitz and Bill Lance. Also present were: President John Feaver, Vice President Krista Maxson, Vice President Mike Coponiti, Vice President Lynn Boyce, Vice President Michael Nealeigh, Vice President Monica Trevino, Director of Communications and Marketing Amy Goddard, President of the Faculty Association Zach Simpson, President of the Alumni Association Ron Carr, President of Student Government Sabrina Atkinson, and Diane Carroll, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: None

Presentations: None

Approval of the Minutes of the September 8, 2015 meeting: Chair Mosley asked for a motion to approve the minutes. On a motion by Regent Anderson, seconded by Regent Bynum, the Board voted unanimously to approve the minutes. (5-0)

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel –

Appointments:

Katherine Sanders, Finance Clerk, full-time effective September 21, 2015, salary \$24,000.00.

Amy Goddard, Director Communications & Marketing, full-time effective September 22, 2015, salary \$58,650.00. Mrs. Goddard received her Bachelor of Arts in Journalism from University of Oklahoma.

Anthony Davis, Computer Technician I, full-time effective September 25, 2015, salary \$27,500.00.

Mason Cole, Special Program Director, full-time effective October 1, 2015, salary \$32,000.00.

Resignations:

Jared Ellis, effective September 16, 2015

Katey Chambers, effective October 23, 2015

Recommendation for Spring 2016 Adjunct

James Adams	Mathematics
Dan Bice	Deaf Education
Ron Blankinship	Music
Patricia Carr	Mathematics
Jamie Caves	Business Administration
Matthew Caves	Business Administration
Scott Charlson	Education
Amber Diaz	Speech Language Pathology
David Duncan	Communication
Judy Duprez	Education
Rhenada Finch	Music
Pamela Foster	Psychology
Christopher Francis	Physical Education
Emily Godwin	Theatre Arts
Jerry Hargis	Communication
Julie Harris	Education
Rachel Jackson	Indian Studies
Lindsey Jessick	Music
Leandra Johnson	Physical Education
Kory Kirkland	Sociology
Carmen Lamar	Education
Darrick Matthews	Physical Education
Hannah Murray	Music
Jasmine Nunez	Computer Science
Bonnie Pendleton	Speech Language Pathology
Kim Roberts	Natural Science
Bill Robinson	Psychology
Mike Ross	Physical Education
Dwight Sehon	Accounting
Elizabeth Sidler	Sociology
David Sikes	Management
Mamie Sprinkle	Music
Kenny Tolman	Art
Elizabeth Venegas	Music
Francisco Venegas	Music
Jaydn Wallis	Physical Education

On a motion by Regent Ming, seconded by Regent Bynum, the Board voted unanimously to approve the personnel actions. (5-0)

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

No action needed.

3. Request for Acceptance of FY2014-2015 External Audit Report - Becky Fleming CPA, INC. of Norman, concluded the annual external audit of the University for the period ending June 30, 2015. 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.

Regent McLaughlin asked Becky Fleming to report to the Board. A copy of the audit was distributed, and Ms. Fleming gave a review of the audit's contents to the Board. She concluded in emphasizing the audit received an unqualified opinion.

Ms. Fleming answered questions and asked if the Board would like to meet in a closed session as allowed by auditing best practices, but the Board declined.

Regent McLaughlin recommended the approval of the audit, second by Regent Bynum and the Board approved the audit unanimously (5-0).

4. Request Action on the USAO Soccer Field – President Feaver asked the Board to approve the name of the USAO soccer field to McLaughlin Field.

On a motion by Regent Ming, seconded by Regent Bynum, the Board voted to approve the USAO Soccer Field name to McLaughlin Field. (4-0-1)

5. Request for Approval of a New Degree – Public Policy Major

Rationale: There are currently no Oklahoma universities that offer a Public Policy major for undergraduates, so USAO's program would be the pioneer. There is a definite need for a strong Public Policy program in our state. It will foster an ethic of public service that will supply skilled and engaged college graduates, dedicated to working in the public sector and enhancing communities across the state. Public Policy programs are offered at most high ranking universities throughout the country; however, they almost entirely focus on national and global governance. Public Policy at USAO will have a decidedly local and regional emphasis. This emphasis will encourage and enable our graduates to find jobs working in the state after they graduate. This will further develop our already strong relationships with all of the policy organizations across Oklahoma, including tribal governments. Additionally, it will help us continue our reputation as producing students who stay in the state after graduation. This degree would no doubt become a popular and

prestigious major for USAO, boosting enrollment for the university overall and increasing our impact on the state and the region.

Description: Public Policy is an interdisciplinary degree, concentrating in courses from Political Science and Economics, but offering a wide variety of relevant coursework in other disciplines, such as Sociology and American Indian Studies. Students enrolled in the program will gain a multifaceted understanding of the political and economic implications of public policy choices, as well as their historical and cultural contexts. Through their course of study, students will learn skills in quantitative analysis, research and communication, that will serve them well in many employment options or perhaps graduate school. The unique interdisciplinary, liberal arts learning environment of USAO will help students appreciate that good public policy decisions are based on an overall understanding of how peoples' needs and desires connect with the political, economic, and social systems that surround them. This degree will provide a broadly based general policy education that will enable a student to work in the policy world upon graduation or to pursue a more specialized degree if preferred.

Structure and Oversight: The Public Policy major will be supervised by an advisory committee of four faculty members representing four USAO majors: Political Science, Economics, American Indian Studies, and Sociology. The advisory committee will oversee curriculum development for the major. The four members of the committee will each assume advising duties and will divvy up student advisees in an equitable manner. The advisory committee will select a chair for oversight and to call meetings as needed to address issues related to the major. The major will be implemented in the Fall of 2016 if approved prior to that time.

Originating Body – Division of Social Science and Business

REQUEST FOR A NEW PROGRAM

- A. Name of new program: Public Policy Major
- B. Number credit hours included: 27 required hours, 12 elective hours.
- C. Listing of all required courses, and the suggested electives.

Required courses (27 hours):

- ECON 2113 Principles of Macroeconomics
- ECON 2123 Principles of Microeconomics
- ECON 3783 Public Finance
- PSCI 3103 State and Local Government
- PSCI 3753 Public Administration
- PSCI 3803 Public Policy
- INST 3133 History of Federal Indian Law and Policy
- MATH 2203 Elementary Statistics
- SOCI 4783 Methods of Social Research

Elective courses (12 hours, selected with the Advisor)

- ACCT 3323 Governmental Accounting*
- BIOL 2313 Introduction to Environmental Science*
- BIOL 3214 Energy and the Environment*
- BIOL 4503 Principles of Ecology*
- BADM 3223 Business Communication
- BADM 3483 Principles of Finance
- BADM 4453 Business Ethics
- ECON 3113 Intermediate Microeconomic Theory
- ECON 3133 Intermediate Macroeconomic Theory
- ECON 3223 Labor Economics
- ECON 3313 Money and Banking
- ECON 3443 Comparative Economic Systems
- ECON 3553 Economics of Race, Class, and Gender
- ECON 3653 History of Economic Thought
- ECON 3893 Government and Business
- ECON 4333 Regional Economics
- COMM 3203 Group Communication
- COMM 3513 Public Relations
- HIST 1103 Oklahoma History
- INST 2003 Contemporary American Indian Issues
- INST 3233 Tribal Government and the Law
- MGMT 3383 Organizational Behavior
- PSCI 2133 Comparative Government
- PSCI 2143 Introduction to Law and the Legal System
- PSCI 2343 Government of the U.S.
- PSCI 3213 Interest Groups and Political Parties
- SOCI 1133 Introduction to the Criminal Justice System
- SOCI 2213 Social Problems
- SOCI 2633 Sociology of Health and Medicine
- SOCI 3213 Introduction to Social Welfare Theory
- SOCI 3543 Social Stratification
- SOCI 3753 Criminology
- SOCI 4103 Race and Ethnic Relations
- SOCI 4513 Community Development
- SOCI 4643 Criminal Justice Administration
- Any other courses approved by the Advisor

*Prerequisite recommended.

D. Listing of all new courses giving the information as requested in Section 1 for each new course.

No new courses will be developed for the major.

Chair Mosley called on Vice President Maxson to report on the process of adding a new degree. On a motion by Regent Ming, seconded by Regent Bynum, the Board voted unanimously to approve the new degree program. (5-0)

6. Request for Approval of the Academic Program Reviews –

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 six programs as a part of that cycle: Biology, English, History, Music, Psychology, and Health, Physical Education and Recreation. Each program is discussed below.

Biology

The biology faculty consists of four full-time faculty members. Three hold the Ph.D. degree and one is expected to earn the Ph.D. this May. Over the past five years the program has averaged 49 majors and 8 graduates. Primary concerns are the attrition of students which has lead the department to revise its curriculum and to create a three course sequence for STEM majors (Success in STEM, Communication in STEM, and Next Step Preparation) to facilitate retention and student success. Success in STEM focuses on the transition to college and emphasizes study and time management skills. In Communication in STEM, students investigate and practice science communication, including writing, oral presentations, and outreach. Next Step Preparation helps students prepare for life after their degree by focusing on resumes, cover letters, internships, undergraduate research, and applications for the workforce or graduate school. The Biology program could use some dedicated lab space for research. Currently it is not possible to set up and leave an experiment running. An impressive number of recent graduates of the biology program are attending graduate and professional schools. Faculty members further note that biology is integral to the IDS program, and that they participate actively in the IDS program.

English

The English faculty consists of four members, all of whom hold the Ph.D. Over the past five years the program has averaged 68 majors and 7 graduates, but is on a downward trend with only 44 current majors. The faculty recognize a need to recruit more majors and are working on making it easier for transfer students to enter the course rotation. The program provides a rare combination of practical and intellectual experiences, with instruction and practice in written communication as well as literary analysis. Because the skills inherent to successful English study are so broadly applicable, students enter

the program for different reasons and graduate to pursuits as diverse as law school, public school teaching, freelance writing, and technical editing. Members staff the IDS writing courses which are at the core of the special IDS curriculum at USAO.

History

The history faculty consists of three members, all of whom hold the Ph.D. Over the past five years the program has held steady averaging 61 majors and 12 graduates. History is integral to the IDS mission at USAO, and all faculty members participate actively in the IDS program. The faculty in the department are dedicated to the success of their students as demonstrated by the extensive amount of time dedicated to their advising and to the success of their graduates with 100% of their teaching candidates finding employment as a social studies teacher while many of their other graduates go on to graduate studies. A continuing concern for the program is the desire to support foreign language requirements for a degree in history with an expanded foreign language program.

Music

The music faculty consists of four members, all of whom hold the doctorate. Over the past five years the program has averaged 40 majors and 6 graduates, but is on a downward trend with only 29 current majors. The faculty recognize the need to recruit more students and as a result have dedicated their earmarked foundation funds to support more scholarships along with a rigorous advertising campaign. The music faculty participate in the IDS program, and music is an integral part of the program. USAO graduates with the B.A. in Music Education are virtually assured of a job in Oklahoma. Those graduates with the B.A. in music pursue graduate study, private teaching, church music careers, and in some cases, careers outside music.

Psychology

The psychology department presently consists of one faculty member, an assistant professor who holds the Ph.D. Over the past five years the program has averaged 92 majors and 18 graduates. A search for another full-time faculty member has been suspended due to the budget crisis but is a priority once funds are available to make a hire. Recent graduates have been accepted, are currently attending, or in some cases have graduated from graduate programs in several Oklahoma universities as well as the University of Waikato in New Zealand (behavioral analysis), and one will begin this fall at Central Washington University (cognitive neuroscience). The psychology department is integral to the IDS program with faculty regularly teaching three of the IDS core courses. The one faculty member is currently working to establish our own Institutional Review Board (IRB) essential for conducting research involving human subjects. Establishment of the IRB will help support grant submission as IRB approval is necessary for most federal grants. We are in need of another faculty member to keep up with the demand of the program. Another weakness is a lack of resources to support student research.

Health, Physical Education and Recreation

The HPER department consists of an associate professor and professor, both of whom hold the Ph.D. Three coaches that hold master's degrees provide support for the program. Over the past five years the program has averaged 82 majors and 14 graduates. As part of its academic program, the department provides the community with numerous classes and activities directed toward seniors, youth, and others. The department contributes to the concept of a "sound mind in a sound body." The department services the IDS curriculum with the course Concepts of Health and Fitness. Major concerns are the condition of the facilities in the old gymnasium building; there needs to be a complete renovation of the old gym. The gym is used by instructors for activity classes, fundamental sport skill classes, and laboratory exercises. The building has been used extensively in these areas and is in line for a thorough renovation as little has changed since its construction in 1924.

On a motion by Regent Bynum, seconded by Regent McLaughlin, the Board voted unanimously to approve the Academic Program Reviews. (5-0)

7. Adoption of Schedule for Regular Meeting for 2016- 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, 2015.

RE: HB 1416 of the 1st Regular Session of the 36th Oklahoma Legislature (1977).

DATE: December 8, 2015

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 9, 2016	1:30 pm	USAO Campus
April 12, 2016	1:30 pm	USAO Campus
June 14, 2016	1:30 pm	USAO Campus
September 13, 2016	1:30 pm	USAO Campus
November 8, 2016	1:30 pm	USAO Campus
December 13, 2016	1:30 pm	USAO Campus

Name of Person Reporting Dates: John Feaver

Title: President

Signature: _____

Spring Semester (Spring 2017):

Semester begins (first day of 15-week classes)	<u>JAN 5</u>
1st 8-week session (begins and ends)	_____
2nd 8-week session (begins and ends)	_____
1st 4-week session (begins and ends)	_____
2nd 4-week session (begins and ends)	_____
3rd 4-week session (begins and ends)	_____
4th 4-week session (begins and ends)	_____
Please list dates of all holidays and breaks (no classes)	<u>MAR 13-17</u>

Semester ends (last day of 15-week classes including final exams)	<u>APR 19</u>
Commencement date (graduation ceremony)	<u>APR 21</u>

Interessions (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 2016 Interession (between summer 2016 and fall 2016)	Spring/Winter 2016-2017 Interession (between fall 2016 and spring 2017)	Summer 2017 Interession (between spring 2017 and summer 2017)
Interession begins	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
Interession ends (including final exams)	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

Summer 2016 (if applicable):

Final add/drop date 5 week/first 4 week classes:	<u>APR 27</u>
Final add/drop date 2nd 10 week classes:	<u>JUN 3</u>

Fall 2016 (if applicable):

Final add/drop date 15 week/first 8 week classes:	<u>AUG 26</u>
Final add/drop date 2nd 8 week classes:	_____

Spring 2017 (if applicable):

Final add/drop date 15 week/first 8 week classes:	<u>JAN 13</u>
Final add/drop date 2nd 8 week classes:	_____

Alternative Schedules (please describe any alternative schedules not already indicated above)

Signature of President _____ **Date** _____

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

On a motion by Regent Bynum, seconded by Regent Anderson, the Board voted unanimously to approve the 2016-2017 Academic Calendar. (5-0)

9. President's Report

The President addressed the Board on the following items:

- a. Vice President Nealeigh reported that the Ready, Set, Now, campaign has been formally concluded and has exceeded its dollar goals.
- b. Vice President Trevino reported on admissions and recent student recruitment efforts.
- c. Vice President Maxson reported on the Institutional Learning Outcomes brochure that was handed out.
- d. Vice President Coponiti reported on the Moodys rating of USAO's financial status which remains good despite difficult state fiscal circumstances.

10. Remarks from Representatives to the Board:

- i. Faculty Association – Dr. Zach Simpson, President of the Faculty Association nothing to report at this time.
- ii. Student Association – Sabrina Atkinson, President of Student Government reported on the many student activities.
- iii. Alumni Association – Ron Carr, President of Alumni Association reported on the many projects being worked on at this time, along with the Association's audit which is underway.
- iv. Staff Association – No report.

11. Time and Place of Next Meeting – the next meeting will be held Tuesday, February 9, 2016 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” –

13. Executive Session- Chair Mosley asked for a motion to move the meeting into executive session. On a motion by Regent Anderson, seconded by Regent Ming, the Board voted unanimously to move into Executive Session. Chair Mosley declared the Board in Executive Session at 2:37 p.m. in order to address the remaining agenda item.

- a. Evaluation of the President

14. Return to Open Session- Chair Mosley asked for a motion to move the meeting into open session. On a motion by Regent Bynum, seconded by Regent Ming, the Board voted unanimously to return to Open Session at 3:24 p.m.

a. Evaluation of the President

No action taken at this time.

15. Adjournment – On a motion by Regent Ming, seconded by Regent McLaughlin the Board voted unanimously to adjourn. Chair Mosley declared the Board meeting adjourned at 3:26 p.m.

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