

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA  
BOARD OF REGENTS  
MINUTES  
November 12, 2013**

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, November 12, 2013, in the Regents' 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 1:30 and asked for roll call. Members present were: Mo Anderson, Hilary Kitz, Bill Lance, Dave McLaughlin, Chris Mosley, John Nelson, and Molly Tolbert. Also present were: President John Feaver, Vice President Dex Marble, Vice President Monica Trevino, Vice President Mike Coponiti, Vice President Lynn Boyce, Vice President Michael Nealeigh, Director of Communications and Marketing Kelly Arnold, President of the Alumni Association Nancy Powell, President of the Faculty Association Dan Hanson, President of Student Government Chris Collins, Chair of the Staff Association Laura Wijkowski, 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 10, 2013 meeting:** On a motion by Regent Nelson, seconded by Regent Mosley, the minutes were approved (7-0).

**Approval of the Minutes of the June 11, 2013 meeting:** On a motion by Regent Anderson, seconded by Regent Tolbert, the minutes were approved (7-0).

**Communications:** None.

**Unfinished Business:** None.

**New Business:**

**1. Personnel –**

**Appointments:**

Tonnia Anderson, Adjunct Assistant Professor, effective September 27, 2013. Salary \$32,965; Dr. Anderson has served in this role since August of 2010. She holds a M.A. and a Ph.D. from Yale University.

Taylor Preston, Graphic Designer, effective October 2, 2013. Salary \$29,500; Ms. Preston received her Bachelor of Fine Arts in the spring of 2013 from USAO.

Phillip Unruh, Carpenter, effective October 1, 2013, for a one (1) year appointment. Salary \$20,000.

Nano (Jesse) Fields, Security Officer, effective October 1, 2013. Salary \$19,635.

**Resignations:**

Rodney Hayes, Security Officer, effective September 28, 2013

On a motion by Regent Tolbert, seconded by Regent Mosley, the Board voted unanimously to approve the personnel actions. (7-0)

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

No action was necessary.

**3. Request for Acceptance of FY2012-2013 External Audit Report** - Becky Fleming CPA, INC. of Norman, concluded the annual external audit of the University for the period ending June 30, 2012. 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.

President Feaver 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 Anderson recommended the approval of the audit and the Board approved the audit unanimously (7-0).

**4. Request for Approval of Curriculum Changes:**

Chair Kitz called on Regent Tolbert to report on the following request. Regent Tolbert 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 divisions and have won approval from the appropriate faculty committees and officers, including the president. They are needed to: 1) strengthen present offerings; 2) revise offerings in line with current research; and, 3) meet revised state or national standards.

**Music**  
Revision of Course Number

Before 2002, in addition to general requirements for a major in music, all vocal performance majors were required to take MUSC 3512, VOCAL PEDAGOGY and two Trimesters of MUSC 4882, ST/DICTION, a total of 6 hours. In 2002, with an approved curriculum change, the department attempted to combine the course materials included in these six hours into a single 3-hour course, MUSC 3513, VOICE DICTION AND PEDAGOGY. A decade of experience has demonstrated that this change has not been effective. The Department unanimously finds that students are not learning all that they need to know about both topics. Furthermore, combining Voice Diction with the separate topic of Pedagogy results in some degree of unnecessary confusion.

The Department, however, does not believe that it is necessary to return to a requirement of two trimesters of diction. Vocal majors can achieve what is necessary by taking two hours of pedagogy and 2 hours of diction, a total of 4 credit hours rather than the 6 required before 2002.

The separation of the two courses was approved during the April, 2013 USAO Regents meeting. Since that meeting, it has been brought to our attention the MUSC 4882, ST/DICTION FOR SINGERS course number is not the correct course number.

**Request revision of the following course number and title:**

The description as well as the total number of hours to complete the program will remain the same, the new course number and title will be:

**MUSC 3522, DICTION FOR SINGERS**

A detailed study of the International Phonetic Alphabet as it applies to the fundamentals of enunciation and articulation in singing the Italian, English, Latin, French, and German languages.

Chair Kitz moved to accept Regent Tolbert's recommendation to approve the curriculum change. The Board voted unanimously to approve.

**5. President's Report**

President Feaver addressed the Board on the following items:

- a. Professor of Music Dan Hanson reported on the new Music Annex and how much everyone is enjoying all the space.
- b. Vice President for Business and Finance Mike Coponiti reported on the renovation progress of Robertson Hall.
- c. Vice President for Business and Finance Mike Coponiti reported on the progress of the final water well installation.
- d. Vice President for Enrollment Management Monica Trevino reported on the strategic direction in which admissions is heading.
- e. Vice President for Advancement Michael Nealeigh presented the Board a 30 second slide show on "It Takes a College" and "College for the Curious Mind".
- f. Reminder that the Donor Appreciation Dinner is scheduled for November 18<sup>th</sup> and that Regent Mo Anderson will be keynoting the event.

**6. 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 – Chris Collins, President of Student Government thanked the Board and administration for his time at USAO. He will introduce the next president at the December meeting.
- iii. Alumni Association – Nancy Powell, President of the Alumni Association reported on November’s homecoming events.
- iv. Staff Association – Laura Wijkowski, Chair of the Staff Association reported on the Staff Appreciation Trip.

**7. Time and Place of Next Meeting – the next meeting will be held Tuesday, December 10, 2013 at 1:30 p.m. on the USAO campus.**

**8. Consideration of “any matter not known about which could not have been reasonably foreseen prior to the time of posting of the agenda” –**

**9. Executive Session-** Chair Kitz asked for a motion to move the meeting into executive session. On a motion by Regent Mosley, seconded by Regent Nelson, the Board voted unanimously to move into Executive Session. Chair Kitz declared the Board in Executive Session at 2:50 p.m. in order to address the remaining agenda items.

- a. Evaluation of the President
- b. Consideration of One-Time Stipends for Faculty and Staff.

**10. Return to Open Session-** Chair Kitz asked for a motion to move the meeting into open session. On a motion by Regent Tolbert, seconded by Regent Mosley, the Board voted unanimously to return to Open Session at 3:05 p.m.

- a. Evaluation of the President
- b. Consideration of One-Time Stipends for Faculty and Staff

On a motion by Regent Tolbert, seconded by Regent Anderson, the Board unanimously approved items a and b.

**11. Adjournment** – On a motion by Regent Tolbert, seconded by Regent Lance, the Board voted unanimously to adjourn. Chair Kitz 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.