

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
June 13, 2018**

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, June 13, 2018, 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 Ming 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 : Mo Anderson, David Ferrell, Dave McLaughlin, Chris Mosley, and Diane Ming. Members absent were Bill Lance and Tom Cordell. 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, USAO Foundation Chair Suzanne Broadbent, Faculty Association President Brenda Brown, Staff Association President K'reen Wilson and, representing Alumni Association, Chris Collins, and Joyce Sanders, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: President Feaver announced that the USAO Softball Team are the new 2018 Softball NAIA Champions and commended Coach Jadyn Wallis, Athletic Director Brisco McPherson and the team members. Recognition was extended by the Regents Board of Directors.

Presentations: President Feaver shared a letter of praise for the college with the Board, from Chancellor Johnson.

Approval of the Minutes of the April 11, 2018, meeting: On a motion by Regent Anderson, seconded by Regent Ferrell, the minutes were approved unanimously.

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel – Appointments:

Chelsea Paul, effective 5/29/2018, full-time, Recruitment & Admissions Specialist, salary \$27000

Garrett Stancil, effective 6/4/2018, full-time, Recruitment & Admissions Specialist, salary \$27000

Lianna Guajardo, effective 8/1/2018, part-time, Assistant Women's Volleyball Coach, salary \$16,000

Brandon Wood, effective 8/22/2018, full-time, Visiting Asst. Professor of Art, salary \$44,000

Nicholas Boyde, effective 8/22/2018, full-time, Assistant Professor of Chemistry, salary \$46,000

Dany Doughan, effective 8/22/2018, full-time, Associate Professor of Chemistry, salary \$51,000

Change in Status:

Adeel Siddiqui, effective April 1, 2018, full-time, Director of Network Services, salary \$62,000

Tristan Percy, effective June 1, 2018, full-time Grounds, \$20,800

Retirements:

Rhonda Mayo, effective June 30, 2018

Resignations:

Whitney Clarkson, effective April 27, 2018

Roland Nunez, effective June 7

Recommendation for Fall 2018 Adjuncts

Richard Barker	Physical Education
Ron Blankinship	Music
Christine Burkhart	Accounting
Thomas Cannon	Music
Patricia Carr	Mathematics
Jamie Caves	Management
Matthew Caves	Business Administration
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
Julie Harris	Education
Scott Haselwood	Education
Lindsey Jessick	Music
Carmen Lamar	Education
Mimi MacFarland	English
Sarah Jo Martin	Music
Kelli Monroe	IDS
Amanda Mullins	Sociology
Mary Reynolds	Mathematics
Anna Roach	Music
Bill Robinson	Psychology
Mike Ross	Physical Education
Elizabeth Sidler	Psychology

David Sikes Management
Mamie Sprinkle Music
Francisco Venegas Music

On a motion by Regent Anderson, seconded by Regent Mosley, 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 FY201-2019

Regent McLaughlin reported that the Finance and Audit Committee met on Wednesday, June 13, 2018, 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 2018 trimester, the proposed resident tuition rate for FY2018-2019 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 2021-2022 academic year.

The President recommended that the guaranteed USAO rate for Oklahoma resident tuition be set at \$231.00 per credit hour for the fall 2018.

Regent McLaughlin recommended approval of the Guaranteed Student Tuition Rate for FY2018-2019, and the Board voted unanimously to approve.

4. REQUEST TO CONSIDER TUITION AND MANDATORY FEE INCREASE FOR FY2018 – 2019

In 2002 the Oklahoma Legislature granted authority to the State Regents to determine tuition and mandatory fee increases not to exceed the prior year average of the State Regents established national peer groups for institutional tiers (70 O. S. 2004 Supp., Section 3218.14). Following last year's zero increase in tuition and mandatory fees, Oklahoma resident student cost at USAO is 72.0% of our national peer group (the regional

university tier average is 84.2%). The increase proposed below will result in an Oklahoma resident USAO student cost equal to 76.8% of the national peer group average.

The State Legislature allocated virtually flat FY18-19 funding to higher education campuses compared to the prior year. Thus, in crafting next year's budget, this flat allocation leaves us with the necessity to address FY 18-19 mandatory cost increases and carry-over shortfalls in last year's budget covered by use of onetime monies. In order to continue to protect academic programs and operations, I see no option but to increase tuition and some targeted mandatory fees. The mandatory fees are primarily in the areas of connectivity, technology and student activities that have not seen an increase in funding since FY2007-08

Presidents of most state colleges and universities this year will recommend some measure of student tuition and mandatory fee increase to their respective boards. I am proposing a 6.7 percent increase for FY18-19. Since we did not increase tuition and mandatory fees last year, this increase represents a two-year average increase of 3.35% per year. There is general internal agreement on the importance of an increase to minimize damage to institutional quality and academic integrity. We calculate that a 6.7 percent increase in student tuition and mandatory fees will raise an estimated \$352,000 in additional revenue. A full-time Oklahoma resident student enrolled in 15 credit hours will pay \$240.00 in additional fees per trimester. We have talked to student groups about the proposed increase. They are supportive of the effort to protect the quality of academic instruction and student support services.

Although reluctant, the President recommended a combined 6.7 percent increase in tuition and mandatory fees.

Regent McLaughlin recommended approval of Tuition and Mandatory Fee Increase, and the Board voted unanimously to approve.

5. Consideration of Proposed FY2018-2019 Budget

Chair McLaughlin reported that the Finance and Audit Committee met on Wednesday, June 13, 2018, at 11:00 a.m. in the President's Conference Room to consider the recommendation. Regent McLaughlin called on Vice President Coponiti to cover the essentials of the proposed budget.

CONSIDERATION OF PROPOSED FY2018-2019 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.

The State Legislature maintained appropriations to higher education at prior year adjusted levels. The budget involves our absorbing \$65,789 in mandatory cost increases.

The attached pages contain information concerning legislative appropriations to higher education and State Regents' allocations to USAO. These materials are drawn from packets that were distributed to state institutions following the State Regents' May 25th meeting in which they authorized the FY18-19 budget for the state system and allocations to specific institutions.

Also enclosed are schedules A, B, and C of USAO's E&G FY18-19 Budget. These schedules show a total proposed expenditure of \$12,268,491. The total amount is inflated by

reporting \$850,122 for authorized fee waivers. That amount is included as income and expenditures, but it represents only a waiver of tuition and not funds available for expenditure. Also included is an allocation of \$18,156 to Jane Brooks School for the Deaf for which USAO acts as the pass through agency for the State of Oklahoma.

The President recommended acceptance of the proposed FY2018-2019 budget.

Oklahoma State Regents for Higher Education			
655 Research Parkway, Suite 200			
Oklahoma City, OK 73104			
EDUCATIONAL AND GENERAL BUDGET - FY2018-2019			
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 13, 2018
President:	Dr. John Feaver		
EXPENDITURES BY ACTIVITY/FUNCTION			
Activity Number	Activity/Function	FY2018-2019 Amount	Percent of Total
	Educational & General Budget - Part I:		
11	Instruction	5,091,870	41.5%
12	Research	176,049	1.4%
13	Public Service	5,000	0.0%
14	Academic Support	1,281,932	10.4%
15	Student Services	1,310,725	10.7%
16	Institutional Support	1,844,465	15.0%
17	Operation and Maintenance of Plant	1,708,328	13.9%
18	Scholarships and Fellowships	850,122	6.9%
	Total Expenditures by Activity/Function:	12,268,491	100.0%
FUNDING			
Fund Number	Fund Name	FY2018-2019 Amount	Percent of Total
	E&G Operating Revolving Fund:		
290	Revolving Funds	6,586,936	53.7%
290	State Appropriated Funds - Operations Budget	5,650,129	46.1%
290	State Appropriated Funds - Grants, Contracts and Reimbursements	31,426	0.3%
		-	0.0%
	Total Expenditures by Fund:	12,268,491	100.0%

Oklahoma State Regents for Higher Education			
EDUCATIONAL AND GENERAL BUDGET - FY2018-2019			
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	FY2018-2019 Amount	Percent of Total
1	Personnel Services:		
1a	Teaching Salaries	3,037,240	24.8%
1b	Professional Salaries	1,989,210	16.2%
1c	Other Salaries and Wages	1,272,560	10.4%
1d	Fringe Benefits	2,873,508	23.4%
1e	Professional Services	-	0.0%
	Total Personnel Service	9,172,518	74.8%
2	Travel	89,571	0.7%
3	Utilities	350,000	2.9%
4	Supplies and Other Operating Expenses *	1,438,515	11.7%
5	Property, Furniture and Equipment	141,039	1.1%
6	Library Books and Periodicals	73,432	0.6%
7	Scholarships and Other Assistance	850,122	6.9%
8	Transfer and Other Disbursements **	153,294	1.2%
	Total Expenditures by Object	12,268,491	100.0%

Oklahoma State Regents for Higher Education		
EDUCATIONAL AND GENERAL BUDGET - FY2018-2019		
PART I - PRIMARY BUDGET		
Schedule C		
REPORT OF EDUCATIONAL AND GENERAL REVENUE, EXPENDITURES, AND UNOBLIGATED RESERVE		
Institution Name:	University of Science and Science and Arts of Oklahoma	
Revenue Description	FY2018-2019 Amount	
1. Beginning Fund Balance July 1, 2018 (Cash Basis)	2,602,096	
2. Expenditures for Prior Year Obligations	1,361,109	
3. Unobligated Reserve Balance July 1, 2018 (line 1 - line 2)	1,240,987	
4. Projected FY2019 Receipts:		
State Appropriated Funds - For Operations	5,650,129	
State Appropriated Funds - For Grants, Contracts and Reimbursements	31,426	
Federal Appropriations	-	
Local Appropriations	-	
Resident Tuition (includes tuition waivers)	4,755,478	
Nonresident Tuition (includes tuition waivers)	422,228	
Student Fees - Mandatory and Academic Service Fees	848,500	
Gifts, Endowments and Bequests	290,000	
Other Grants, Contracts and Reimbursements	-	
Sales and Services of Educational Departments	2,000	
Organized Activities Related to Educational Departments	15,000	
Technical Education Funds	-	
Other Sources	11,000	
	-	
5. Total Projected FY2019 Receipts	12,025,761	
6. Total Available (line 3 + line 5)	13,266,748	
7. Less Budgeted Expenditures for FY2019 Operations	12,268,491	
8. Projected Unobligated Reserve Balance June 30, 2019 (line 6 - line 7)	998,257	

Regent McLaughlin recommended approval of the Proposed FY18-19 Budget. The roll was called and the Board voted unanimously to approve.

6. Appointment of Regents Committees for FY2018-2019

President Feaver indicated this was a routine action by the Board in their June meeting.

**BOARD OF REGENTS COMMITTEES*
UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
2018-2019**

Academic and Administrative Affairs	David Ferrell, Chair Mo Anderson Vice President, Academic Affairs Vice President, Enrollment Management
Finance and Audit	David McLaughlin, Chair Chris Mosley Vice President, Business and Finance Vice President, Enrollment Management
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 to approve by Regent Mosley, with Regent McLaughlin seconding, the Board voted unanimously to approve.

7. Election of Officers for FY2018-2019

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 FY2017 – 2018 are:

Regent Lance	Chair
Regent Ming	Vice Chair
Regent Ferrell	Secretary

In accordance with past policy, proposed officers for FY2018 – 2019 would be:

Regent Ming	Chair
Regent Ferrell	Vice Chair
Regent Cordell	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 12. 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 was 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 McLaughlin, seconded by Regent Mosley, 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. Chair of Foundation Board, Suzanne Broadbent, reported.
- b. Vice President for Information Services and Library, Kelly Brown reported.
- c. Vice President for Academic Affairs Krista Maxson reported.
- d. Vice President for Enrollment Management Monica Trevino reported on the recruiting and admission process.

10. Remarks from Representatives to the Board:

- i. Faculty Association – Brenda Brown, President for Faculty Association reported.
- ii. Student Association – No report.
- iii. Alumni Association – Chris Collins, President of the Alumni Association reported.
- iv. Staff Association – K'reen Wilson, President of the Staff Association reported.

11. Time and Place of Next Meeting – The next meeting will be held Wednesday, September 12, 2018, 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 – Regent Ming asked for a motion to move the meeting into executive session. On a motion by Regent Mosley, seconded by Regent Anderson, the Board voted unanimously to move into Executive Session at 3:20pm. Chair Ming declared the Board in Executive Session in order to address the remaining agenda item.

- a. Recommendation on Faculty and Staff Salaries for FY2018-2019.

14. Return to Open Session – Chair Ming asked for a motion to move the meeting into open session. On a motion by Regent Ferrell, seconded by Regent Mosley, the Board voted unanimously to return to Open Session at 4:10 p.m.

- a. Action on Faculty and Staff Salaries for FY 2018-2019.

On a motion by Regent Mosley, seconded by Regent Ferrell, the Board voted unanimously to approve Faculty and Staff Salaries for FY 2018-2019.

15. Adjournment – On a motion by Regent Mosley, seconded by Regent Ferrell, the Board voted unanimously to adjourn. Chair Ming declared the Board meeting adjourned at 4:15 p.m.

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