

**UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
June 12, 2019**

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, June 12, 2019, in the Regent's 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 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, Bill Lance, Diane Ming, and Chris Mosley. Members absent were Tom Cordell and Dave McLaughlin. 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, Staff Association Vice Chair Alexis Avery, Director of Alumni Development Misti McClellan, and Joyce Sanders, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: President Feaver introduced Cale Walker of Chickasha as our newly appointed Regent with a start date of September.

Presentations: Outgoing Regent Anderson was presented a pen/pencil set from USAO. Also, artist Benjamin BlackStar presented Regent Anderson with a limited edition print titled "King of the Plains". Regent Anderson presented a copy of *The Oklahomans* to the Board, Executive Council, and others.

Approval of the Minutes of the April 10, 2019, meeting: On a motion by Regent Ferrell, seconded by Regent Mosley, the minutes were approved unanimously.

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel –

a. **Resignations**

- James Welch, effective April 30, 2019
- Lianna Guajardo, effective May 3, 2019
- Dierra Ely, effective May 5, 2019
- Jami Woychesin, effective May 10, 2019
- Brian Coburn, effective May 17, 2019
- Bryce Hibbard, effective May 28, 2019
- Katelin Pool, effective May 31, 2019

Ashley Kopepassah, effective June 28, 2019

b. **Appointments**

Benny Blain, effective April 23, 2019, full-time, Security, salary \$22,880

Donna Little, effective May 28, 2019, full-time, Custodian, salary \$20,800

Devon Gunter, effective August 21, 2019, full-time, Asst. Professor of Mathematics, salary \$46,500

Joshua Hakala, effective August 21, 2019, full-time, Asst. Professor of Science, salary \$46,500

c. **Changes in Status**

Emily Baker, effective April 2, 2019, went to part-time Records Specialist

Chisum Lane, full-time, effective May 13, 2019, part-time Records Specialist and part-time Assistant Men’s Basketball Coach

Nicole McMonagle, effective June 1, 2019, full-time Interim Director of Library

d. **Retirements**

Joyce Sanders, effective June 30, 2019

On a motion by Regent Lance, seconded by Regent Ferrell, the Board voted unanimously to approve the request.

e. **Recommendation of Fall Adjunct**

Recommendation for Fall 2019 Adjuncts

Richard Barker	Physical Education
Kaleb Benda	Music
Ron Blankinship	Music
Patricia Carr	Mathematics
Jamie Caves	Management
Matthew Caves	Business Administration
Alexis Coleman	English
Amber Diaz	Speech Language Pathology
David Duncan	Communication
Judy Duprez	Education
Debbie Earley	Speech Language Pathology
Rhenada Finch	Music
Pamela Foster	Psychology
Chris Francis	Physical Education
Jimmy Hampton	Physical Education
Joshua Harney	Music
Julie Harris	Education
Scott Haselwood	Education

Emily Hector	Physical Education/Theatre Arts
Kari Henricks	Education
Sid Hudson	Physical Education
Rachel Jackson	American Indian Studies
Sarah Jo Martin	Music
Kelli Monroe	IDS
Robyn Morse	Education
Amanda Mullins	Sociology
Mary Reynolds	Mathematics
Anna Roach	Music
Bill Robinson	Psychology
Annette Shaw	Physical Education
Mamie Sprinkle	Music
Francisco Venegas	Music

On a motion by Regent Mosley, seconded by Regent Ferrell, 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 TUITION AND MANDATORY FEE INCREASE FOR FY2019 – 2020

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 75.4% of our national peer group (the regional university tier average is 87.2%). The increase proposed below will result in an Oklahoma resident USAO student cost equal to 78.9% of the national peer group average.

The State Regents FY20 allocation to USAO effectively constitutes flat funding compared to the prior year considering that all discretionary funds were allocated for faculty salary increases. Thus, in crafting next year’s budget, this allocation leaves us with the necessity to address FY 19-20 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 recommend a modest increase in student tuition and fees.

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 4.7 percent increase for FY19-20. There is a general internal agreement on the importance of an increase to minimize damage to institutional quality and academic integrity. We calculate that 4.7 percent increase in student tuition and mandatory fees will raise an estimated \$136,560 in additional revenue. A full-time Oklahoma resident student enrolled in 15 credit hours will pay \$180.00 in additional tuition 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.

The President recommended a 4.7% increase in student tuition and fees for FY20.

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

4. Request to Consider Setting Guaranteed Tuition Rate for FY201-2019

Regent Ferrell reported that the Finance and Audit Committee met on Wednesday, June 12, 2019, at 10:30 a.m. in Dusty's 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 2019 trimester, the proposed resident tuition rate for FY2019-2020 will be \$213.00 per credit hour. A guaranteed rate at 115 percent would translate into a guaranteed Oklahoma resident tuition rate of \$244.00 per credit hour through the 2021-2022 academic year.

The President recommended that the guaranteed USAO rate for Oklahoma resident tuition be set at \$244.00 per credit hour for the fall 2019.

Regent Ferrell recommended approval of the Guaranteed Student Tuition Rate for FY2019-2020 seconded by Regent Anderson and the Board voted unanimously to approve.

5. Request to Approve Curriculum Changes

Proposed curriculum changes:

- Changes to English minor will provide more flexibility for students
- Changes to Chemistry program will put USAO in line with other COPLAC institutions and provide for better scheduling for students
- Change Natural Science program to Environmental Science. Changes are all in support of the repurposing of the Natural Science program to an Environmental Science Program which is expected to encourage more enrollments and is based on assessment and recommendations in the Natural Science Program Review this past December

- Changes Biology Program support the Environmental Science Program and provides for continual science education programming.

Chair Ming reported out, Regent Ferrell second; changes were approved

6. Consideration of Proposed FY2019-2020 Budget

Regent Ferrell reported that the Finance and Audit Committee met on Wednesday, June 12, 2019, at 10:30 a.m. in Dusty's to consider the recommendation. Regent Ferrell 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 information concerning legislative appropriations to higher education and State Regents' allocations to USAO was provided. These materials were drawn from packets distributed to state institutions following the State Regents' May 25th meeting in which they authorized the FY19-20 budget for the state system and allocations to specific institutions.

Also included are schedules A, B, and C of USAO's E&G FY19-20 Budget. These schedules show a total proposed expenditure of \$12,341,205. The total amount is inflated by reporting \$853,628 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 FY2019-2020.

Oklahoma State Regents for Higher Education

655 Research Parkway, Suite 200

Oklahoma City, OK 73104

EDUCATIONAL AND GENERAL BUDGET - FY2019-2020

PART I - PRIMARY BUDGET

Schedule A

Summary of Educational and General Expenditures by Function

Agency #	150	Date Submitted:	June 13, 2018
Institution Name:	University of Science and Science and Arts of Oklahoma	President:	Dr. John Feaver

EXPENDITURES BY ACTIVITY/FUNCTION

Activity Number	Activity/Function	FY2019-2020 Amount	Percent of Total
Educational & General Budget - Part I:			
11	Instruction	5,111,999	41.4%
12	Research	176,058	1.4%
13	Public Service	5,000	0.0%
14	Academic Support	1,266,574	10.3%
15	Student Services	1,341,278	10.9%
16	Institutional Support	1,868,209	15.1%
17	Operation and Maintenance of Plant	1,718,459	13.9%
18	Scholarships and Fellowships	853,628	6.9%
Total Expenditures by Activity/Function:		12,341,205	100.0%

FUNDING

Fund Number	Fund Name	FY2019-2020 Amount	Percent of Total
E&G Operating Revolving Fund:			
290	Revolving Funds	6,526,885	52.9%
290	State Appropriated Funds - Operations Budget	5,780,285	46.8%
290	State Appropriated Funds - Grants, Contracts and Reimbursements	34,035	0.3%
		-	0.0%
Total Expenditures by Fund:		12,341,205	100.0%

Oklahoma State Regents for Higher Education			
EDUCATIONAL AND GENERAL BUDGET - FY2019-2020			
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	FY2019-2020 Amount	Percent of Total
1	Personnel Services:		
1a	Teaching Salaries	3,098,375	25.1%
1b	Professional Salaries	1,999,320	16.2%
1c	Other Salaries and Wages	1,319,585	10.7%
1d	Fringe Benefits	2,889,445	23.4%
1e	Professional Services	-	0.0%
	Total Personnel Service	9,306,725	75.4%
2	Travel	89,571	0.7%
3	Utilities	350,000	2.8%
4	Supplies and Other Operating Expenses *	1,373,516	11.1%
5	Property, Furniture and Equipment	141,039	1.1%
6	Library Books and Periodicals	73,432	0.6%
7	Scholarships and Other Assistance	853,628	6.9%
8	Transfer and Other Disbursements **	153,294	1.2%
	Total Expenditures by Object	12,341,205	100.0%

Oklahoma State Regents for Higher Education			
EDUCATIONAL AND GENERAL BUDGET - FY2019-2020			
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	FY2019-2020 Amount	Percent of Total	
1. Beginning Fund Balance July 1, 2018 (Cash Basis)	1,526,023		
2. Expenditures for Prior Year Obligations	588,480		
3. Unobligated Reserve Balance July 1, 2018 (line 1 - line 2)	937,543	←Formula	
4. Projected FY2019 Receipts:			
State Appropriated Funds - For Operations	5,780,285	47.3%	
State Appropriated Funds - For Grants, Contracts and Reimbursements	34,035	0.3%	
Federal Appropriations	-	0.0%	
Local Appropriations	-	0.0%	
Resident Tuition (includes tuition waivers)	4,895,184	40.1%	
Nonresident Tuition (includes tuition waivers)	422,228	3.5%	
Student Fees - Mandatory and Academic Service Fees	860,500	7.0%	
Gifts, Endowments and Bequests	200,000	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 FY2020 Receipts	12,220,232	100.0%	
6. Total Available (line 3 + line 5)	13,157,775	←Formula	
7. Less Budgeted Expenditures for FY2020 Operations	12,341,205	←Link to Sch A	
8. Projected Unobligated Reserve Balance June 30, 2020 (line 6 - line 7)	816,570	←Formula	

Regent Ferrell recommended approval of the Proposed FY19-20 Budget, Regent Lance second. The roll was called and the Board voted unanimously to approve.

7. Request to Ratify Purchase of Real Estate

Regent Ferrell reported that the Finance and Audit Committee met on Wednesday, June 12, 2019, at 10:30 a.m. in Dusty's to consider the recommendation. Regent Ferrell called on Vice President Coponiti to cover the essentials of the ratification of purchase request.

Regent Ferrell recommended approval of the purchase, Regent Anderson second, the Board voted unanimously to approve.

8. Appointment of Regents Committees for FY2019-2020

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 2019-2020

Academic and Administrative Affairs	Diane Ming, Chair Chris Mosley Vice President, Academic Affairs Vice President, Enrollment Management
Finance and Audit	Chris Mosley, Chair Cale Walker Vice President, Business and Finance Vice President, Enrollment Management
Housing and Physical Plant	Tom Cordell, Chair David McLaughlin Vice President, Enrollment Management Vice President, Business and Finance Secretary, Faculty Association
Policies and Procedures	Bill Lance, Chair Tom Cordell Vice President, Academic Affairs Vice President, Enrollment Management President, Faculty Association
University Advancement	David McLaughlin, Chair David Ferrell Vice President, University Advancement President, Alumni Association

Student Life

Cale Walker, Chair
Diane Ming
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 Anderson, with Regent Lance seconding, the Board voted unanimously to approve.

9. Election of Officers for FY2019-2020

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 FY2018-19 are:

Regent Ming	Chair
Regent Ferrell	Vice Chair
Regent Cordell	Secretary

In accordance with past policy, proposed officers for FY2019 – 2020 would be:

Regent Ferrell	Chair
Regent Cordell	Vice Chair
Regent McLaughlin	Secretary

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

10. 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 13 to September 10. 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 Ferrell, seconded by Regent Anderson, the Board voted unanimously to approve the authorization for Regents committees to act on behalf of the Board.

11. President's Report

The President addressed the Board on the following items:

- a. Activities on campus- Civil War Symposium, Listen Local at the Greek.
- b. Athletic successes
- c. Amy Goddard, Director of Communications & Marketing contacted by OSRHE looking for student(s) to tell their stories
- d. Director of Development, JP Audas reported a \$250,000 gift was received from the McCasland Foundation for field house renovations. Community Foundation of Chickasha donating \$40,000 for hitting facilities (Bill Smith Ball Park)
- e. Vice President for Academic Affairs Krista Maxson reported.
- f. Vice President for Enrollment Management Monica Trevino reported on the recruiting and admission process.

12. Remarks from Representatives to the Board:

- i. Faculty Association – No Report
- ii. Student Association – No report.
- iii. Alumni Association – Misti McClellan, Director of Alumni Development reported.
- iv. Staff Association – Alexis Avery, Vice-President of the Staff Association reported.

13. Time and Place of Next Meeting – The next meeting will be held Wednesday, September 11, 2019, at 1:30 p.m. on the USAO Campus.

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

15. Executive Session – Chair Ming asked for a motion to move the meeting into executive session. On a motion by Regent Ferrell, seconded by Regent Mosley, 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 FY2019-2020.

16. Return to Open Session – Chair Ming 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 3:45 p.m.

- a. Action on Faculty and Staff Salaries for FY 2019-2020.

On a motion by Regent Anderson, seconded by Regent Mosley, the Board voted unanimously to approve Faculty and Staff Salaries for FY 2019-2020.

17. 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 4:00 p.m.

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