

# UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA

## BOARD OF REGENTS BYLAWS

**Approved November 14, 2024**

### **Foreword**

The contents of these suggestions shall in no way be taken as the basis of, or as instituting any contractual rights between the Board of Regents of the University of Science and Arts of Oklahoma and any person or employee. It is intended as a summary of the present practices compiled for general convenience of employees and said Board. Of necessity, it cannot be complete in all detail and cannot through error or omission restrict the lawful powers of the Board of Regents of the University of Science and Arts of Oklahoma.

### **ARTICLE I**

#### **Educational Philosophy**

Section 1. Higher education is a function of the State of Oklahoma and serving as the agent for the state in governing the University of Science and Arts of Oklahoma is the Board of Regents of the University of Science and Arts of Oklahoma.

Section 2. The powers and duties of the Board of Regents of the University of Science and Arts of Oklahoma is limited by and subject to authority expressly delegated by law under the Oklahoma Higher Education Code.

Section 3. The functions of the Board are executive, legislative and judicial.

- a. The executive functions of the Board on professional matters should always be delegated to the President of the University and through the President to the faculty and staff.
- b. The legislative functions of the Board are retained by the Board and serve to establish all general policies affecting the University, and to establish such rules and regulations as are required to bring these policies into effect.
- c. The judicial functions of the Board are retained by the Board and serve to provide a court of final settlement for all matters in dispute which have an effect upon the operation of the University and are properly within the authority of the Board as provided by law.

Section 4. The authority of the Board of Regents resides only in the Board as a whole and not in its individual members.

**ARTICLE II**  
**Organization of the Board**

- Section 1. The Board of Regents of the University of Science and Arts of Oklahoma is composed of seven members, appointed by the Governor, by and with the consent of the Senate, for seven-year staggered terms which expire on the 30th day of June.
- Section 2. The officers of the Board shall consist of a Chair, Vice Chair and Secretary.
- Section 3. The Chair, Vice Chair and Secretary shall be elected at the meeting in June each year and shall serve following their elections for the fiscal year and until their successors are elected and qualified. In order to qualify for an officer position for the following year, Regents must have attended four of the six regular meetings within the current year.
- Section 4. All vacancies in the offices of the Board shall be filled by election at the next succeeding meeting of the Board and shall be for the unexpired term.

**ARTICLE III**  
**Duties of Officers**

- Section 1. The Chair of the Board shall preside at all meetings but shall have a full right of discussion and voting.
- a. The Chair shall appoint all committees.
  - b. The Chair shall sign all contracts, bonds and legal papers approved by the Board.
- Section 2. The Vice Chair shall perform the duties of the Chair in their absence or temporary disability.
- Section 3. The Secretary shall keep accurate records of the proceedings of the Board. The Secretary to the President of the University shall aid the Board Secretary by keeping minutes of the board action and seeing that they are properly recorded for future reference.

**ARTICLE IV**  
**Meetings**

- Section 1. The Board shall hold six regular meetings throughout the year (in February, April, June, September, November and December) on the

second Thursday of each month. The meeting date may be changed by majority vote of the Board.

- Section 2. Special meetings may be called by the Chair when necessary, or by any four members of the Board by giving five days notice.
- Section 3. Executive sessions of the Board will be conducted in accordance with Oklahoma Open Meetings Act, as amended.
- Section 4. Four members shall constitute a quorum to transact business.
- Section 5. All Board meetings shall be held in accordance with the Oklahoma Open Meetings Act, as amended.

## **ARTICLE V**

### **Voting**

- Section 1. The vote of each member of the Board shall be publicly cast and recorded on all motions.
- Section 2. No informal gatherings or any electronic or telephonic communications among a majority of the members of the Board shall be used to decide any action or to take any vote on any matter.

## **ARTICLE VI**

### **Powers and Duties of the Board**

- Section 1. The Board of Regents of the University of Science and Arts of Oklahoma shall have the supervision, management and control of the University of Science and Arts of Oklahoma; and it shall have the following additional powers and duties:
  - a. Adopt rules and regulations it considers necessary to govern the University.
  - b. Employ and fix the compensation and duties of all personnel as it deems necessary for its operation and for the operation of the University of Science and Arts of Oklahoma. Any of such personnel having custody of public funds or other public property may be required to furnish corporate surety bonds in such amounts as may be deemed necessary by the Board, payable to the State of Oklahoma and conditioned upon a faithful accounting of all such funds and property.
  - c. Enter into contracts, purchase supplies, materials and equipment, and incur such other expenses as may be necessary

to make any of its powers effective.

- d. Authorize university officials to act in its behalf in making of contracts, or in carrying out the powers conferred upon it.
- e. Receive and make disposition of monies, grants and property from federal agencies.
- f. Accept gifts of real and personal property, money and other things, and use or dispose of the same in accordance with directions of donors or grantors thereof.
- g. Direct the disposition of all monies appropriated by the Legislature or the Congress or derived from the sale of bonds or received from any other source by the University.
- h. Acquire and take title to real and personal property in its name on behalf of the University.
- i. Have supervision and charge of the construction of all buildings.
- j. Determine the need for and cause to be constructed dormitories and other buildings, on a self-liquidating basis.
- k. Maintain an inventory of all property belonging to the University.
- l. Audit all accounts against the funds allocated to the University.
- m. Establish and maintain plans for tenure and retirement of employees of the University, and for payment of deferred compensation of each employee; and provide hospital and medical benefits, accident, health and life insurance, and for all or a part of the cost thereof for employees, with funds available for the operation of the institution. Amounts payable for the employee for such insurance or annuity contracts may, with the consent of the employee, be deducted from their salary.
- n. Do all things necessary or convenient to carry out the powers expressly granted to it, or to make the University of Science and Arts of Oklahoma effective for the purposes for which it is maintained or operated.

## **ARTICLE VII**

### **Actions of the Board**

Section 1. Actions of the Board will be taken at regular meetings in one or more of the following ways:

- a. By resolution in all matters of long-range planning.
- b. By policy statement issued to guide the Board, the administration, the faculty, the staff and the student body.
- c. By directive to the administration which will confer specific powers of the Board upon the Administration but which will in no way absolve the Board of its responsibilities.
- d. By rules which will govern the conduct of the Board, the administration, the faculty, the staff and the student body.
- d. By approval of suggestions, recommendations, or requests properly brought before the Board by the administration, the faculty, the student body, by committees or other interested parties.
- f. By regulation which shall define the administrative procedures of the University.
- g. By authorization whereby certain persons shall be empowered to conduct the day-to-day business of the University in the name of the Board.
- h. By appointments whereby positions may be filled.
- i. By decisions whereby the Board shall settle disputes.
- j. By negotiations terminating in contracts whereby the interests of the University can be served.
- k. By amendments whereby any and all actions taken by the Board may be reconsidered.
- l. By such other means as the Board shall from time to time devise.

## **ARTICLE VIII**

### **Committees**

Section 1. Standing committees of the Board shall be:

- a. Policies and Procedures
- b. Finance and Audit
- c. Academic and Administrative Affairs

d. Housing and Physical Plant

e. University Advancement

f. Student Life

Section 2. Chairs of various committees shall be members of the Board and shall be appointed by the Chair of the Board at the regular meeting in June to serve for a period of one year.

Section 3. Special committees shall be appointed as the Board may, from time to time, direct. Such committees shall cease to exist when discharged from further consideration of the subject assigned.

## **ARTICLE IX Amendments**

Any provision of these Bylaws except Article VI and Section 1 of Article II, may be amended at any regular meeting of the Board by a majority vote on record of all members of the Board. The proposed amendment(s) shall be submitted in writing and recorded in the official minutes of this Board at least one month before the final vote is taken.