

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION



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# Agenda

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June 30, 2003

## **NOTE**

This document contains recommendations and reports to the State Regents regarding items on the June 30, 2003 regular meeting agenda. For additional information, please call 405-225-9116 or to get this document electronically go to [www.okhighered.org](http://www.okhighered.org) State System.

Materials and recommendations contained in this agenda are tentative and unofficial prior to State Regents' approval or acceptance on June 30, 2003.

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
Research Park, Oklahoma City

**A G E N D A**

Monday, June 30, 2003--10 a.m.  
State Regents' Conference Room, 655 Research Parkway, Suite 200  
Chairman Carl Renfro Presiding

1. **Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act.**
2. **Call to Order.** Roll call and announcement of quorum.
3. **Minutes of Previous Meetings.** Approval of minutes.

**ACADEMIC**

4. **Policy--System.**
  - a. Approval of revisions to the "Policy Statement on Admission to, Retention in, and Transfer Among Colleges and Universities of the State System," adding Advanced Placement Statistics as an option to fulfill the mathematics requirement for the 15-unit high school core curriculum for college admission. Page 1.
  - b. Approval of revisions to the "Residence Status of Enrolled Students in The Oklahoma State System of Higher Education" relating to admission of non-qualified aliens and posting of proposed changes relating to military dependents. Page 7.
5. **New Programs.**
  - a. University of Oklahoma. Approval of request to offer the Master of Professional Writing, Master of Science in Bioengineering, and Doctor of Philosophy in Bioengineering. Page 13.
  - b. University of Oklahoma Health Sciences Center. Approval of request to offer the Bachelor of Science in Radiation Sciences (including electronic delivery). Page 21.
  - c. Oklahoma State University. Approval of request to offer the Master of Science in Agricultural Communications and Certificate in Family Financial Planning (including electronic delivery). Page 25.
  - d. Oklahoma State University--Oklahoma City. Approval of request to offer the Associate in Applied Science in Supply Chain Management and Associate in Applied Science in Power Transmission and Distribution Technology. Page 31.
  - e. Northeastern State University. Approval of request to offer the Bachelor of Business Administration in Entrepreneurship. Page 37.
  - f. Tulsa Community College. Approval of request to offer the Certificate in Fire and Emergency Services. Page 43.

6. **Programs--Electronic Media.** Approval of request from Tulsa Community College to offer degree programs via electronic delivery. Page 47.
7. **Program Deletions.** Approval of institutional requests for program deletion. Page 49.
8. **Technical-Occupational Program Reviews.**
  - a. Approval of reports and recommendations regarding technical-occupational degree programs at Rose State College, Oklahoma City Community College, Redlands Community College, and Northern Oklahoma College. Page 53.
  - b. Approval of institutional request regarding degree programs recommended for qualified continuation during previous technical-occupational program evaluations. Page 63.
9. **Intensive English Program Review.** Approval of report and recommendations for continued accreditation of an Intensive English Program. Page 65.
10. **Temporary Assistance to Needy Families (TANF).** Allocation of funds to Oklahoma two-year colleges participating in TANF programs pursuant to the FY 04 contract with the Department of Human Services. Page 67.
11. **Scholars for Excellence in Child Care.** Allocation of funds to Oklahoma two-year colleges participating in the Scholars for Excellence in Child Care Program pursuant to the FY 04 contract with the Department of Human Services. Page 69.

## **FISCAL**

12. **Tuition.**
  - a. Action on requests from institutions and governing boards for changes in FY 04 tuition and mandatory fees. Page 71.
  - b. Action on requests from institutions and governing boards for changes in FY 04 academic service fees. Page 73. (Supplement)
13. **E&G Budget.** Approval of FY 04 Educational and General Budgets of institutions, constituent agencies, higher education centers, special programs, and other programs. Page 75. (Supplements)
14. **Allocation.**
  - a. Allocation of FY 04 funds to institutions and programs. Page 77.
  - b. Allocation of funds to the University of Oklahoma and Oklahoma State University from the Motor Fuel Assessment Fund. Page 79.
15. **Research Funding/Contract/Appointments.**
  - a. Approval of appointment of individuals to the EPSCoR Committee. Page 81.

- b. Allocation of funds and approval of contract with Oklahoma State University to serve as the fiscal agent for the National Science Foundation EPSCoR Research Infrastructure Improvement Plan. Page 83.
16. **Capital.** Transmittal of capital improvement projects to State of Oklahoma Long-Range Capital Planning Commission. Page 87. (Supplement)
17. **Revenue Bonds.**
- a. Ratification of approval of Statement of Essential Facts for Oklahoma State University. Page 89.
  - b. Ratification of approval of Statement of Essential Facts for University of Central Oklahoma. Page 91.
  - c. Ratification of approval of Statement of Essential Facts for Southwestern Oklahoma State University. Page 93.
18. **Master Lease.** Approval of additional project to be included on the Master Lease 2003B Series for the University of Oklahoma. Page 95.
- 18.1 **Investment Policy.** Posting of proposal to change spending policy. Page 96.1.

## **EXECUTIVE**

19. **System Efficiencies.**
- a. Approval of agreement with the Oklahoma Department of Libraries for renewal of statewide database site licenses. Page 97.
  - b. Approval of new OneNet hosted exchange services to institutions and constituent groups. Page 99.
20. **Legislature/Governor.**
- a. Report on enacted legislation from the 2003 legislative session relating to higher education. Page 101.
  - b. Approval of resolution regarding FY 04 state funding for The Oklahoma State System of Higher Education. Page 105.
21. **New State Regents' Assignment.** Acceptance of the Office of Accountability pursuant to House Bill No. 1167 of the 2003 Oklahoma Legislature. Page 107.
22. ***Amicus Brief.*** Authorization for the General Counsel to file an *Amicus* Brief on behalf of the Oklahoma State Regents for Higher Education in support of the Oklahoma Capital Improvement Authority's Petition for Rehearing, relating to the Oklahoma Supreme Court's rejection of the Phase Two State Facilities Revenue Bonds. Page 109.

23. **Commendations.** Recognition of State Regents' staff for service and recognitions on state and national projects. Page 111.

### CONSENT DOCKET

24. **Consent Docket.** Approval/ratification of the following routine requests which are consistent with State Regents' policies and procedures or previous actions.
- a. Programs.
    - (1) Approval of institutional requests for program modifications. Page 113.
    - (2) Ratification of institutional requests for program modifications. Page 123.
    - (3) Final approval of and review schedule extensions for existing degree programs. Page 131.
    - (4) Approval of institutional request for degree program inventory reconciliation. Page 141.
  - b. Academic Common Market. Ratification of approved degree program for the SREB Academic Common Market. Page 143.
  - c. Capital. Ratification of capital allotments. Page 145.
  - d. Supplemental Allocations. Ratification of supplemental E&G Budget allocations. Page 147.
  - e. Agency Operations.
    - (1) Ratification of purchases of \$25,000 and above. Page 149.
    - (2) Approval of changes to Personnel Policies and Procedures. Page 151.
  - f. Contract/Agreement.
    - (1) Approval of renewal of contract with ACT for the Educational Planning and Assessment Program (EPAS). Page 161.
    - (2) Ratification of personal services agreement for OneNet and termination of agreement with the Office of State Finance. Page 167.
    - (3) Agreement with the Office of Attorney General for FY 04 services. Page 177.
    - (4) Agreement with the Board of Regents of the University of Oklahoma for for FY 04 State Regents' services. Page 183.

- g. Regents Education Program.
  - (1) Ratification of credit awards for REP offering. Page 187.
  - (2) Approval of minor amendments to Policy and Procedure for Operating the Regents Education Program. Page 189.
- 25. **Reports.** Acceptance of reports listed on Attachment "A."
- 26. **Report of the Chancellor.** (No Action, No Discussion).
- 27. **Report of the Chairman.** (No Action, No Discussion).
- 28. **Report of the Committees.** (No Action, No Discussion).
  - a. Academic Affairs and Social Justice and Student Services Committees
  - b. Budget and Audit Committee.
  - c. Strategic Planning and Personnel Committee.
  - d. Technology Committee.
- 29. **Officers.** Election of State Regents' officers for 2003-2004.
- 30. **Recognition.** Recognition of outgoing chairman.
- 31. **New Business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda."
- 32. **Announcement of Next Regular Meeting--9 a.m., Friday, September 12, 2003, at the University of Oklahoma.**
- 33. **Adjournment.**

ATTACHMENT "A"

25 . **Reports.**

- a. Programs. Status report on program requests. Page 195.
- b. Academic Policy Exceptions Quarterly Report. Page 207.
- c. Annual Reports.
  - (1) Student Data Report 2001-02. Page 209. (Supplement)

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #4-a:**

**Policy – System**

**SUBJECT:** Approval of revisions to the “*Policy Statement on Admission To, Retention In, and Transfer Among Colleges and Universities of the State System.*”

**RECOMMENDATION:**

**It is recommended that the State Regents approve changes to the “*Policy Statement on Admission To, Retention In, and Transfer Among Colleges and Universities of the State System.*”**

**BACKGROUND:**

In fall 1997, the State Regents began requiring a 15-unit high school core curriculum for admission of first-time freshmen to associate in arts, associate in science, and baccalaureate degree programs. The 15-unit core includes: four units of English, three units of mathematics, two units of laboratory science, two units of history, one unit of citizenship skills, and three other units from the above categories or from foreign language or computer science. Students must meet the curricular requirements in addition to meeting the performance admission requirements of the institution.

The College Board offers 35 college-level courses in its Advanced Placement (AP) Program. Twenty-nine of the courses are in the subject areas reflected in the State Regents’ 15-unit core curricular requirements. The remaining six courses are fine arts, psychology, or English for non-native speakers, none of which are required for college admission in the State System.

In mathematics, the State Regents have traditionally accepted only algebra I, algebra II, geometry, trigonometry, math analysis, and calculus to meet the curricular admission requirement. Statistics courses in general have not been accepted, because there are no statewide curriculum standards provided by the State Department of Education for statistics courses. Consequently, AP Statistics is the only AP course in a required subject area that has not traditionally been accepted for the high school curricular admission requirement.

**POLICY ISSUES:**

The State Regents’ “*Policy Statement on Admission To, Retention In, and Transfer Among Colleges and Universities of the State System*” sets the 15-unit core curricular requirement for admission to associate in arts, associate in science, and baccalaureate degree programs. Additionally, the third admission option of the policy, which requires a 3.0 GPA in the 15-unit core, allows for all AP and International Baccalaureate higher level courses to have an additional grade point weighting of 1.0 for meeting the requirements for admission.

The State Regents’ “*Standards of Education Relating to Credit for Extracurricular Learning*” allows institutions to award college credit for AP courses taken in high school. Seventeen State System institutions accept AP Statistics for college credit if the student earns a score of three or better on the examination.

## **ANALYSIS:**

The description of the AP Statistics course provided by The College Board states that the course is equivalent to a one-semester, introductory, non-calculus-based college course in statistics. The prerequisite for students enrolling in the course is a second-year algebra course.

According to the course description, the purpose of the AP Statistics course is to introduce students to the major concepts and tools for collecting, analyzing, and drawing conclusions from data. Students are exposed to four broad conceptual themes: 1) exploring data (observing patterns and departures from patterns); 2) planning a study (deciding what and how to measure); 3) anticipating patterns (producing models using probability theory and simulation); and 4) statistical inference (confirming models).

All AP courses, including statistics, have a defined curriculum developed by a group of college faculty and high school teachers. According to The College Board, statistics and mathematics educators who served as members of the AP Statistics Development Committee prepared the AP Statistics course description and examination to reflect the content of a typical introductory college course in statistics.

## **SUMMARY AND CONCLUSION:**

Since AP Statistics is designed to be a college-level course, and all other AP courses in the subject areas required for the State Regents' 15-unit core curricular requirement have been acceptable for the admission requirement, it is recommended that the State Regents approve changes to the *"Policy Statement on Admission To, Retention In, and Transfer Among Colleges and Universities of the State System"* accepting AP Statistics as an option to fulfill the mathematics requirement for the 15-unit high school core curriculum for college admission effective for students entering the State System in fall 2003.

**Excerpt from *Policy Statement on Admission To, Retention In, and Transfer Among Colleges and Universities of the State System***

**POLICY STATEMENT ON ADMISSION TO,  
 RETENTION IN, AND TRANSFER AMONG COLLEGES  
 AND UNIVERSITIES OF THE STATE SYSTEM**

Article XIII-A of the Constitution of Oklahoma and Title 70, Section 3206 of the Oklahoma Statutes provide that the Oklahoma State Regents for Higher Education shall prescribe standards of education for institutions in The Oklahoma State System of Higher Education, including standards for "admission to, retention in, and graduation from State Educational Institutions." In order to carry out these constitutional and statutory responsibilities, the State Regents hereby adopt this policy statement establishing curricular requirements, criteria, and standards for admission to State System institutions, as well as standards for retention in and transfer among institutions by type. Admission to all associate and baccalaureate programs must conform to these standards except as otherwise addressed in Admission Professional Schools and Admission Special Programs of Section 5 of State Regents' Policy.

There will be periodic reviews of the implementation of the admission and retention policies. The purpose of these reviews is first to assure the State Regents that the implementation of the admission and retention standards is being carried out consistent with the intent of the State Regents' policy. Second, the review will provide a comprehensive overview of the progress and the effects of the admission and retention standards increases on the profile of students, and specifically whether or not the ultimate goal of the policy to achieve student success is being met.

**PART I: ADMISSION STANDARDS**

Students must meet the criteria for both the high school curricular requirements and the high school performance criteria as defined in the following sections. Students meeting both the high school curricular and the high school performance criteria are eligible for admission.

**A. High School Curricular Requirements for Admission to Programs Leading to Associate in Arts, Associate in Science and Baccalaureate Degrees\***

Units (Years)	Course Areas
4	English (Grammar, Composition, Literature)
2	Lab Science (Biology, Chemistry, Physics or any lab science certified by the school district; General Science with or without a lab may not be used to meet this requirement.)
3	Mathematics (from Algebra I, Algebra II, Geometry, Trigonometry, Math Analysis, Calculus, <a href="#">Advanced Placement Statistics</a> )
2	History (including 1 unit of American History)
1	Citizenship skills from the subjects of Economics, Geography, Government, Non-Western Culture
3	Additional units of subjects previously listed or selected from the following: Computer Science,* Foreign Language
15	Total Required Units

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\* Computer science courses (one or more units) that meet the State Regents' guidelines for high school curricular requirements may satisfy the postsecondary systemwide computer proficiency graduation requirement (see undergraduate degree requirements).

The English courses should include an integrated writing component. In addition to the above requirements, the following subjects are recommended for college preparation:

- 2 additional units: Fine Arts - music, art, drama; Speech.
- 1 additional unit: Lab Science (as described above)
- 1 additional unit: Mathematics (as described above)

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4 Recommended Units

While these curricular requirements will normally be met by students in grades 9 through 12, advanced students who complete these courses in earlier grades will not be required to take additional courses for purposes of admission.

The remaining units required by the State Board of Education for high school graduation may be selected from courses to meet students' individual needs and interests.

Students pursuing admission to Associate in Arts, Associate in Science, Associate in Applied Science, or Baccalaureate degree programs may not count developmental/remedial courses toward satisfaction of degree program requirements.

Students must meet all curricular requirements to be admitted to comprehensive or regional institutions. Students with a deficiency in a non-basic skills course (excludes English, mathematics, and science) who present an ACT reading subscore at or above the specified level or who score at the designated level on any approved secondary institutional reading assessment instrument may be admitted as a regular admission student. These students will be required to complete an additional three-hour collegiate course in the relative subject area to make up the high school deficiency (see *Policy on Remediation and Removal of High School Curricular Deficiencies*). Other exceptions are noted in I.C. Special Admission.

If an institution admits students with one or more curricular deficiencies in the alternative admission category, the institution must provide the means to satisfy those deficiencies (see *Policy on Remediation and Removal of High School Curricular Deficiencies*) and the student must successfully remediate basic skills course requirements within 24 hours attempted or have all subsequent enrollments restricted to deficiency removal courses until all deficiencies are removed.<sup>1</sup>

Students lacking curricular requirements are admissible into Associate in Science or Associate in Arts programs in the community colleges but must remediate basic skills deficiencies at the earliest possible time but within the first 24 hours attempted or have all subsequent enrollments restricted to deficiency removal courses until all deficiencies are removed.<sup>1</sup> In addition, students must remove curricular deficiencies in a discipline area before taking collegiate level work in that discipline.

Students entering Associate in Applied Science degree programs or other certificate programs must remove high school curricular requirement deficiencies before taking courses in the same field as part of an AAS degree or certificate program. Students admitted under this provision may not transfer into an Associate in Arts, Associate in Science or baccalaureate program without first completing the high school curricular deficiencies.

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<sup>1</sup>The president or his/her designee may allow a deserving student who failed to remediate a basic skills deficiency in a single subject to continue to enroll in collegiate level courses in addition to remedial course work beyond the 24-hour limit providing the student has demonstrated success in collegiate courses to date. Such exceptions must be appropriately documented.

Students may remove curricular deficiencies as detailed in the *Policy on Remediation and Removal of High School Curricular Deficiencies*.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #4-b:**

**Policy**

**SUBJECT:** Approval and posting of certain revisions to the State Regents' policy statement on "*Residence Status of Enrolled Students in the Oklahoma State System of Higher Education.*"

**RECOMMENDATION:**

**It is recommended that the State Regents consider the following revisions to the policy statement on "*Residence Status of Enrolled Students in the Oklahoma State System of Higher Education,*" approving provisions in response to Senate Bill 596 and posting revisions relating to military dependents in response to House Concurrent Resolution 1004.**

**BACKGROUND:**

Senate Bill 596, which was passed by the legislature in spring 2003 and signed by Governor Brad Henry on May 12, 2003, directs the State Regents to adopt a policy allowing students without lawful immigration status to enroll in an institution within the Oklahoma State System of Higher Education and be eligible for resident tuition and state student financial aid if they meet certain requirements.

House Concurrent Resolution 1004, also passed by the 2003 legislature, encourages the State Regents to review the residency policies for tuition and fees, scholarship, and financial aid purposes that affect military dependents.

**POLICY ISSUES:**

The State Regents' policy on the "*Residence Status of Enrolled Students in the Oklahoma State System of Higher Education*" establishes principles, definitions, criteria, and guidelines to assist institution officials in the classification of students as residents or nonresidents for fee and tuition purposes.

**ANALYSIS:**

**Approval: Students Without Lawful Immigration Status**

At the May 30 meeting, the State Regents posted changes to the Residency Policy in response to Senate Bill 596. The bill specifies that a student who is not a United States citizen may be eligible for enrollment, resident tuition, and state student financial aid if he/she has graduated from a public or private high school in Oklahoma or successfully completed the General Education Development (GED) exam, and met the following criteria:

1. Resided in the state with a parent or legal guardian for at least two years prior to graduation from high school or successful completion of the GED;

2. Satisfied admission standards for the institution; and
3. Filed an affidavit with the institution stating that he/she has done one of the following with the Bureau of Citizenship and Immigration Services (BCIS) toward legalizing their immigration status:
  - a) filed an application; b) has a petition pending; or c) will file an application as soon as he/she is eligible to do so.

The policy revision adds these criteria in Section VI, Foreign Nationals.

Additionally, in response to the September 11, 2001 terrorist attacks on the United States, President George W. Bush formed the Department of Homeland Security (DHS), consolidating 22 agencies into one department. The BCIS is one of three components within the DHS with duties formerly assigned to the Immigration and Naturalization Services (INS). Because of this consolidation in the structure of federal agencies, the policy revision includes updated language to reference the BCIS, rather than the INS.

Two adjustments to the policy revision have been made since the posting by the State Regents on May 30. The statement "In accordance with Senate Bill 596 of the 2003 Oklahoma legislature (70 O.S., Section 3242)" has been added as a preface to the revision to clarify why the policy revision has been made. Additionally, the phrase "state student financial aid" has been added. This is stated in the legislation and has been more clearly stated in the policy revision.

#### **Posting: Military Dependents**

The revision presented for posting by the State Regents is in response to House Concurrent Resolution 1004 and discussions among staff and campus constituents since the posting of the policy revision. This proposed revision will ensure that military dependents who have established residency prior to entering the State System are eligible to maintain their residency status if their parents are subsequently stationed out-of-state.

Under current policy, military dependents that graduate from an Oklahoma high school and enroll in a State System institution are fully eligible for resident tuition and state financial aid programs at the time they enroll. However, if the student's military parents are stationed out-of-state after the dependent starts college, the student's residency status may follow the parents and the student could be considered as a nonresident. While institutions have the discretion to waive nonresident tuition for the student, the student loses eligibility for state financial aid if reclassified as a nonresident. House Concurrent Resolution 1004 requests that the State Regents consider modifying policy so that these military dependent students will still be eligible for resident tuition and state financial aid. The policy revision recommended for posting is in response to the request.

#### **RECOMMENDATION:**

It is recommended that the State Regents consider the proposed policy revisions to the "*Residence Status of Enrolled Students in the Oklahoma State System of Higher Education,*" approving revisions to Section VI related to students without lawful immigration status in response to Senate Bill 596, and posting proposed revisions to Section VII related to military dependents in response to House Concurrent Resolution 1004. The revisions recommended for approval would be effective for students seeking admission in fall 2003 and the revisions recommended for posting would take effect at the time of approval.

## **RESIDENCE STATUS OF ENROLLED STUDENTS IN THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION**

Article XIII-A of the Constitution of Oklahoma creates The Oklahoma State System of Higher Education and establishes the Oklahoma State Regents for Higher Education as the coordinating board of control for all public institutions supported by legislative appropriations. One of the constitutional powers of the State Regents is to recommend to the Oklahoma Legislature the proposed fees to be charged at public institutions. To implement this constitutional responsibility, the Regents annually prepare and submit to the Legislature a schedule of general fees to be paid by residents of Oklahoma and nonresidents alike, and a separate schedule of tuition charges to be made of nonresident students. The policy statement set forth in the paragraphs to follow establishes principles, definitions, criteria, and guidelines to assist institutional officials in the classification of students as residents or nonresidents for fee and tuition-payment purposes. Also, the policy statement should be helpful to prospective students in the determination of their own residence status prior to enrollment or for those nonresident students seeking to be reclassified as residents of Oklahoma after having been classified originally as nonresidents. Determination of residence status for purposes of attendance at an institution in The Oklahoma State System of Higher Education is based primarily on the issue of domiciliary intent.

### **Section I. PHILOSOPHY**

Since 1890, it has been public policy in Oklahoma to provide comprehensive, low-cost public higher education for citizens, in order to make educational opportunity available for Oklahoma individuals to improve themselves, to help upgrade the knowledge and skills of the Oklahoma work force, and to enhance the quality of life in Oklahoma generally. Therefore, residents of Oklahoma are afforded subsidies covering a majority of their educational costs at all colleges and universities of The Oklahoma State System of Higher Education. Nonresidents of Oklahoma are also provided substantial educational subventions, although at lower levels than those provided for permanent residents of the state.

### **Section II. PRINCIPLES**

- II.1. Attendance at an educational institution, albeit a continuous and long-term experience, is interpreted as temporary residence; therefore, a student neither gains nor loses resident status solely by such attendance.
- II.2. Students attending an Oklahoma college or university may perform many objective acts, some of which are required by law (i.e. payment of taxes), and all of which are customarily done by some nonresidents who do not intend to remain in Oklahoma after graduation but are situationally necessary and/or convenient (i.e. registering to vote, obtaining a driver's license). Such acts and/or declarations alone are not sufficient evidence of intent to remain in Oklahoma beyond the college experience.
- II.3. A nonresident student attending an Oklahoma college or university on more than a half-time basis is presumed to be in the state primarily for educational purposes.
- II.4. An individual is not deemed to have acquired status as a resident of Oklahoma until he or she has been in the state for at least a year primarily as a permanent resident and not merely as a student. Likewise, an individual classified as a resident of Oklahoma shall not be reclassified as a nonresident until 12 months after having left Oklahoma to live in another state.
- II.5. All married persons shall be treated as equal under this policy. Each spouse in a family

shall establish his or her own residence status on a separate basis. Exceptions include: 1) when a nonresident marries an already established resident of Oklahoma, the nonresident may be considered a resident after documentation of the marriage and proof of domicile are satisfied, and 2) as provided in Section VIII.

- II.6. The burden of proof of residence status or domicile shall be upon the applicant.
- II.7. Initial classification as a nonresident student shall not prejudice the right of a person to be reclassified thereafter for following semesters or terms of enrollment as an Oklahoma resident provided that he or she can establish proof of residence in accordance with criteria and procedures as set forth in Sections VIII and IX of this policy.

### **Section III. DEFINITIONS.**

- III.1. **Resident of Oklahoma**--A resident of Oklahoma is one who has lived continuously in Oklahoma for at least 12 months duration and whose domicile is in Oklahoma. A person's domicile is his or her true, fixed, permanent home or habitation. It is the place where he or she intends to remain and to which he or she expects to return. A person can have more than one residence, but only one domicile. Domicile has two components -- residence and the intention to remain. When these two occur, there is domicile.
- III.2. **Independent Person**--An independent person is one enjoying majority privileges (or is legally emancipated from the parental domicile) and who is responsible for his or her own care, custody, and support.
- III.3. **Dependent Person**--A dependent person is one who is under the care, custody, and support of a parent or other legally sanctioned parental surrogate.
- III.4. **Full-time Student**--A full-time undergraduate student is one enrolled in a minimum of 12 credit hours per semester in an academic year or a minimum of 6 credit hours in a summer session. A full-time graduate student is one enrolled in a minimum of 9 credit hours per semester in an academic year or a minimum of 4 credit hours in a summer session.

### **Section IV. INDEPENDENT PERSONS**

If a person enjoying majority privileges and who is independent of parental domicile can provide adequate and satisfactory proof of his/her having come to Oklahoma with the intention of establishing domicile, he/she may be granted resident student classification at the next enrollment occurring after expiration of 12 months following the establishment of domicile in Oklahoma. The spouse of such person must establish proof of his or her own domiciliary status on a separate basis.

### **Section V. DEPENDENT PERSONS**

The legal residence of a dependent person is that of his/her father, or that of his/her mother if his/her father be not living or if the parents are separated and the dependent person habitually resides with the mother; or, if both parents are dead, that of his/her legally appointed guardian or anyone else with whom he/she habitually resides in the absence of formal legal designation. A dependent person may become emancipated (freed from his/her parental domicile) through marriage, formal court action, abandonment by parents, or positive action on his/her own part evidential of his/her alienation of parental domicile. To qualify under the latter category, a dependent person must have completely separated himself/herself from the parental domicile and have proved that such separation is complete and permanent. Mere absence

from the parental domicile is not proof of its complete abandonment. If an applicant can provide adequate and satisfactory proof of complete emancipation and his/her having come to Oklahoma with the intention of establishing domicile, he/she may be granted resident student classification at the next enrollment occurring after expiration of 12 months following establishment of domicile in Oklahoma.

## **Section VI. FOREIGN NATIONALS**

An individual who is not a United States national may become eligible for classification as an Oklahoma resident provided that he/she holds permanent resident status as defined by the Bureau of Citizenship and Immigration Services (BCIS) ~~Immigration and Naturalization Service~~, evidenced by whatever documents may be required under applicable federal law, who has resided in Oklahoma for at least 12 consecutive months, and who meets any other applicable criteria for establishment of domicile as set forth in this policy or who has come to Oklahoma for the purpose described in Section VIII of this policy.

In accordance with Senate Bill 596 of the 2003 Oklahoma legislature (70 O.S., Section 3242), an individual who is not a United States national and has not obtained permanent resident status with the BCIS but who has graduated from a public or private high school in Oklahoma or successfully completed the General Education Development (GED) exam may be eligible for enrollment, resident tuition, and state student financial aid if he/she meets the following criteria:

4. Resided in the state with a parent or legal guardian for at least two years prior to graduation from high school or successful completion of the GED;
5. Satisfied admission standards for the institution; and
6. Filed an affidavit with the institution stating that he/she has done one of the following with the BCIS toward legalizing their immigration status: a) filed an application; b) has a petition pending; or c) will file an application as soon as he/she is eligible to do so.

## **Section VII. MILITARY PERSONNEL**

A student attending an institution while on full-time active duty in the armed forces is considered as having a temporary residence in the state in which he/she is attending school; therefore, a student neither gains nor loses resident status solely by such military service. Members of the armed services stationed in Oklahoma, their spouses and dependent children shall be admitted without the payment of nonresident tuition so long as they continue to be stationed in the state in full-time military service and under military orders.

While the policy clearly states that nonresident tuition will be waived for military personnel, such a waiver does not constitute Oklahoma residence status.

Dependent children of military personnel that establish residency prior to entering the State System shall maintain resident status if their parents are subsequently stationed out-of-state.

## **Section VIII. FULL-TIME PROFESSIONAL PRACTITIONER OR WORKER**

An individual who provides evidence of having come to Oklahoma to practice a profession on a full-time basis, conduct a business full time, or work on a full-time basis shall be declared an Oklahoma resident along with his/her spouse and dependent children so long as they continue in such full-time employment capacity.

## **Section IX. PROOF OF RESIDENCE**

The burden of proof of establishing Oklahoma residence or domicile, including providing any supporting documentation, shall be upon the applicant. Since residence or domicile is a matter of intent, each case will be judged on its own merit by the appropriate institutional official(s) consistent with this policy. No definitive or "magic" set of criteria can be established as sufficient to guarantee classification as a resident of Oklahoma.

## **Section X. RECLASSIFICATION**

In addition to the aforementioned criteria, an independent person seeking to be reclassified as a resident of Oklahoma must meet the following criteria for the current and immediately preceding year.

- X.1 The person must not have been claimed as an exemption for state and federal tax purposes by his or her nonresident parents.
- X.2 The person must be self-supporting as evidenced by having provided the majority of funds for his or her own upkeep.
- X.3 The person must have maintained a continuous residence in Oklahoma for the period set forth in Section V above.

## **Section XI. ADMINISTRATION OF POLICY STATEMENT**

Each institution should designate the Admissions Officer or some other individual to be responsible for administration of the policy, and should make appropriate provision for a student's appeal of an adverse decision.

## **Section XII. TUITION WAIVERS**

Nothing in this policy precludes the waiving of fees or tuition for nonresidents by any institution upon authorization by the State Regents based on criteria other than resident status provided that the residence status classification will not be affected by any such waiver alone.

The revised policy will be in effect in the 1996 fall semester.

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Revised March 24, 1993, ~~and~~ June 28, 1996, and XXXX.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #5-a:**

**New Programs.**

**SUBJECT:** University of Oklahoma (OU). Approval of requests to offer the Master of Professional Writing, the Master of Science in Bioengineering, and the Doctor of Philosophy in Bioengineering.

**RECOMMENDATION:**

**It is recommended that the State Regents approve OU's requests to offer the Master of Professional Writing, the Master of Science in Bioengineering, and the Doctor of Philosophy in Bioengineering with the stipulation that continuation of the programs will depend upon meeting the criteria established by the institution and approved by the State Regents, as detailed below.**

- **Master of Professional Writing.** Continuation beyond fall 2006 will depend upon:  
Majors enrolled: a minimum of 18 students in fall 2005  
Graduates: a minimum of 4 students in 2005-06
- **Master of Science in Bioengineering.** Continuation beyond fall 2008 will depend upon:  
Majors enrolled: a minimum of 10 students in fall 2007  
Graduates: a minimum of 5 students in 2007-08
- **Doctor of Philosophy in Bioengineering.** Continuation beyond fall 2008 will depend upon:  
Majors enrolled: a minimum of 13 students in fall 2007  
Graduates: a minimum of 5 students in 2007-08

**BACKGROUND:**

**Academic Plan**

OU's 2001-02 Academic Plan lists the following institutional priorities (OU's 2002-03 Academic Plan has not been received):

- improving the quality of entering domestic graduate students;
- sustaining graduate population;
- sustaining quality, size, and diversity of faculty;
- improving the University Libraries' ranking within the Association of Research Libraries to the top three;
- improving all aspects of telecommunications and computing systems coordination;
- increasing space for research and academics;
- increasing graduation, education, and research opportunities in the Tulsa area; and
- sustaining the University community as a unique intellectual community.

## **APRA Implementation**

Since 1991-92, OU has deleted 70 degree programs.

## **Program Review**

OU offers 233 degree programs (104 baccalaureate, 77 master's, 48 doctoral, and 4 certificates), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, OU aligns its program review schedule with the accreditation cycles, so that programs are reviewed when faculty are preparing for an accreditation visit. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents' policy.

## **Program Development Process**

OU faculty developed the proposals, which were reviewed and approved by institutional officials and OU's governing board.

## **POLICY ISSUES:**

This action is consistent with the State Regents' *"Policy Statement on Program Approval."*

## **ANALYSIS:**

### ***Master of Professional Writing***

**Program purpose.** The proposed program would offer students the opportunity to complete a degree which fulfills interests and objectives in freelance writing.

**Program rationale/background.** The Professional Writing curriculum has been an existing option under the Bachelor of Arts in Journalism and available as a specialty area under the Master of Arts in Journalism; however, most students in these programs are interested in careers as journalists. Many students who come to OU for courses in professional freelance writing have established careers as attorneys, physicians, clergy, military personnel, and others. The goal of these students is not to enter a career in journalism, but rather to fulfill a desire to write commercial novels, screenplays, short stories, or popular articles as a freelance writer. Changing this existing offering from an option to an independent program will meet the unique needs of this creative population.

**Employment opportunities.** As indicated, students in this program are currently employed in a broad range of career fields. This program will provide a credential for these professionals to pursue freelance writing as a commercial endeavor. The United States (U.S.) Industry and Trade Outlook (2000) indicates that the U.S. produces 40 percent of the world's print material. The Association of American Publishers reports sales of \$25 billion in 2001, a slight increase over 2000, despite the economy, verifying the market for freelance writers. The opportunities for freelance writers are robust, and this program will offer professional training for success.

**Student demand.** The new program is expected to enroll a minimum of 18 majors in fall 2005 and graduate a minimum of 4 students in 2005-06.

**Duplication/Impact on existing programs.** No other institution in the state offers a master's degree in this

field, so there is no duplication of other programs.

**Curriculum.** The proposed degree program consists of 32 total credit hours from the following areas: core requirements (15 credit hours), professional writing electives (9-12 credit hours), outside supporting electives (3-6 credit hours), and graduate project (2-4 credit hours). Attachment A details the proposed curriculum, including three new courses (asterisked).

**Faculty and staff.** Existing faculty in Journalism and Mass Communications will teach the proposed curriculum. President Boren has made commitments to expand the faculty as internal funds are available for reallocation.

**Support services.** Facilities, library resources, and equipment are adequate.

**Financing.** No additional funds are required to support the proposed program.

***Master of Science in Bioengineering***  
***Doctor of Philosophy in Bioengineering***

**Program purpose.** The proposed master's program would offer students the opportunity to master advanced concepts and practices in the broad area of bioengineering, conduct research and development with companies, hospitals, and research institutes and prepare for doctoral work in bioengineering; the proposed doctoral program would prepare students to assume leadership roles in the bioengineering discipline, master advanced concepts and practices in bioengineering, conduct bioengineering research at universities, companies, hospitals, and research institutes, and serve as faculty members in the colleges and universities in Oklahoma and across the nation.

**Program rationale/background.** Research in bioengineering advances the health of the nation by increasing biological knowledge through the use of engineering principles and techniques. It also contributes to the development of novel devices, drugs, and systems for health care technology. OU has a rich history of research in bioengineering, including a Special Opportunity Grant of \$1,000,000 from the Whitaker Foundation to establish the OU Bioengineering Center and start a graduate program. This center, strengthening research collaborations with the University of Oklahoma Health Sciences Center (OUHSC) and the Oklahoma Medical Research Foundation (OMRF), is the only one of its kind in the region, which includes Kansas, Arkansas, and Missouri. The addition of the proposed programs will contribute to the success of the Bioengineering Center and facilitate OU's desire to offer preeminent programs in the region.

**Employment opportunities.** As indicated, graduates of these programs will fill positions in research and development with universities, companies, hospitals, and research institutes developing devices, drugs, and systems to advance health care technology.

**Student demand.** The master's program is expected to enroll a minimum of 10 majors in fall 2007 and graduate a minimum of 5 students in 2007-08. The doctoral program is expected to enroll a minimum of 13 majors in fall 2007 and graduate a minimum of 5 students in 2007-08.

**External Review.** Graduate programs represent a long-term commitment for an institution. Faculty, support staff, equipment, facilities and resources are required for research and training master's and doctoral students. This translates to considerable investments in time and funds; therefore institutions infrequently develop new doctoral programs.

For these reasons, two external reviewers, Dr. David A. Gough and Dr. Larry V. McIntire, conducted a "paper" review (i.e., no site visit) of the proposed programs. Dr. Gough is Former Chair of the Department of

Bioengineering at the University of California San Diego in La Jolla, California, and Dr. McIntire is the Chair of the Department of Bioengineering at Rice University in Houston, Texas. Both reviewers have extensive experience in the academic preparation of bioengineers, as well as knowledge of the quality standards required for successful doctoral programs in bioengineering.

The external evaluators' charge was to assess the viability and quality of the proposed bioengineering degree programs with specific attention to issues of duplication of programs, student demand and productivity standards, and funding implications. The evaluators used the State Regents' "Policy Statement on Program Approval" and background information on the State Regents' Academic Planning and Resource Allocation initiative to frame the review. Oklahoma Employment and Security Commission data were also provided as context for engineering employment opportunities in Oklahoma for program graduates. A full report by the evaluators was provided to OU.

The team's overall evaluation included the following findings:

- The proposed programs are central to OU's mission emphasizing teaching, research and service in training graduates for development of new industries in Oklahoma;
- The proposed programs are strengthened by the plan to establish research collaborations with the OUHSC and the OMRF;
- The proposed programs are distinct from the programs offered at Oklahoma State University, which are environmental and agricultural in nature rather than medical;
- The proposed programs will be distinct to the region of Oklahoma, Kansas, Arkansas, and Missouri;
- There is strong demand in bioengineering from a growing job market in this area;
- The proposed programs have excellent faculty with expertise in the field and ongoing research activities;
- The proposed curricula is well-founded academically and appropriate for each program;
- The substantial grant funding from the Whitaker Foundation indicates a recognition of the excellence and potential importance of the proposed programs;
- Federal funding for research in bioengineering is presently strong and expected to remain so with improved appreciation for the potential value of bioengineering to health care and maintenance; and
- The evaluators indicate that establishment of the new programs is crucial to the development and expansion of competitive industries based on bioengineering in Oklahoma.

While recommending State Regents' approval, the evaluators offered the following suggestions for improvement of the proposed programs:

- It is desirable to more fully integrate faculty from OUHSC in the coursework. This would help maintain a medical sciences emphasis, facilitate student contact with medical school faculty who may serve on research advisory committees, and firmly establish the medical rationale for student research;
- The doctoral program should consider requiring the Graduate Record Examination for admission to provide an additional index of undergraduate performance that may be helpful when reevaluating admission policies;
- The evaluators indicated concern related to the continued availability of funding, especially from non-federal sources. The evaluators urge the program directors and university administration to work together to identify additional sources for partial support of the program in future years;
- The doctoral program requires a general examination of baccalaureate degree students entering the program. The evaluators indicate that the exam structure is appropriate, although it may be desirable to review the exam structure on a regular basis, perhaps every five years, to assure that the exam continues to meet the needs of the program;

- The Bioengineering program is currently housed in three schools (School of Aerospace and Mechanical Engineering, School of Electrical and Computer Engineering, and School of Chemical Engineering and Material Science) utilizing space in the Carson Engineering Center, Felgar Hall, and Sarkeys Energy Center. Contiguous space would be advantageous;
- To meet the full potential of the proposed programs, it will be essential to continue to encourage close collaboration between local medical scientists and the bioengineering faculty; and
- Growth in the program in terms of graduate student stipends and research support will require increased external funding, principally from the National Institute of Health. Other foundations in Oklahoma have demonstrated interest in biomedical services and may be persuaded to help develop the programs if approached properly.

**Duplication/Impact on existing programs.** No other institution in the state offers a degree in this field with an emphasis on medical sciences, so there is no duplication of other programs.

**Curriculum.** The proposed master's degree program consists of 30 total credit hours from the following areas: Bioengineering Principles (3 credit hours), electives in bioengineering (9 credit hours), electives in life sciences (6 credit hours), electives in engineering, science or math (6 credit hours), and master's thesis (6 credit hours). Attachment B details the proposed curriculum, including ten new courses (asterisked).

The proposed doctoral degree program consists of 90 total post-baccalaureate credit hours from the following areas: research courses in bioengineering and life sciences (60 credit hours) and courses required for the master's degree (30 credit hours). Attachment C details the proposed curriculum, including ten new courses (asterisked).

**Faculty and staff.** Existing faculty in engineering will teach the proposed curriculum. OU indicates that the bioengineering faculty members are capable of directing a nationally competitive program, and have the necessary research productivity and experience supervising graduate research to effectively train new bioengineers at the graduate level.

**Support services.** Facilities, library resources, and equipment are adequate. Both the OU and OUHSC libraries provide extensive bioengineering resources. The 19 well-equipped bioengineering laboratories and 24 classrooms provide appropriate equipment and space to meet the research needs of the proposed programs.

**Financing.** No additional funds are requested to support the proposed program. OU received a \$1,000,000 grant from the Whitaker Foundation to fund the Bioengineering Center and graduate programs in bioengineering.

Attachments

**UNIVERSITY OF OKLAHOMA**  
**MASTER OF PROFESSIONAL WRITING**

<b><i>Core Requirements</i></b>	<b><i>15 Credit Hours</i></b>
JMC 5073 Introduction to Graduate Study in Journalism and Mass Communications	3
*JMC 5514 Writing the Novel-Graduate	4
*JMC 5734 Writing the Screenplay	4
*JMC 5594 Writing the Commercial Nonfiction Book	4
<b><i>Professional Writing Electives (select from courses below)</i></b>	<b><i>9-12 Credit Hours</i></b>
<i>Note: JMC 5514, JMC 5594, and JMC 5734 are listed both here and in the core curriculum because they may be repeated once with a change of content.</i>	
JMC 5023 Advanced News Editing	3
JMC 5053 Advanced Reporting	3
JMC 5503 Tutorial in Writing	3
<i>JMC 5514 Writing the Novel-Graduate</i>	4
JMC 5553 Contemporary Problems in Professional Writing	3
JMC 5563 Category Fiction	3
JMC 5570 Special Topics in Professional Writing	1-3
<i>JMC 5594 Writing the Commercial Nonfiction Book</i>	4
<i>JMC 5734 Writing the Screenplay</i>	4
JMC 5970 Seminar	1-3
JMC 5990 Independent Study	1-3
<b><i>Outside Supporting Electives (with approval from advisor)</i></b>	<b><i>3-6 Credit Hours</i></b>
<b><i>Graduate Project</i></b>	<b><i>2-4 Credit Hours</i></b>
JMC 5880 Graduate Project	2-4
<b><i>DEGREE PROGRAM TOTAL</i></b>	<b><i>32 Credit Hours</i></b>

Asterisk (\*) indicates new courses.

**ATTACHMENT B**

**UNIVERSITY OF OKLAHOMA  
MASTER OF SCIENCE IN BIOENGINEERING**

*Bioengineering Principles	3 Credit Hours
Bioengineering Electives	9 Credit Hours
Life Sciences Electives	6 Credit Hours
Engineering, Science, or Math Electives	6 Credit Hours
Master of Science Thesis	6 Credit Hours
<b>DEGREE PROGRAM TOTAL</b>	<b>30 Credit Hours</b>

Asterisk (\*) indicates new course.

(Course Options for Electives are listed in Attachment C)

**UNIVERSITY OF OKLAHOMA  
DOCTOR OF PHILOSOPHY IN BIOENGINEERING**

<b><i>Master of Science in Bioengineering Coursework</i></b>	<b>30 Credit Hours</b>
*Bioengineering Principles	3 Credit Hours
Bioengineering Electives	9 Credit Hours
Life Sciences Electives	6 Credit Hours
Engineering, Science, or Math Electives	6 Credit Hours
Master of Science Thesis	6 Credit Hours
<b><i>Research Courses in Bioengineering and Life Sciences</i></b>	<b>60 Credit Hours</b>
<b>DEGREE PROGRAM TOTAL</b>	<b>90 Credit Hours</b>

Asterisk (\*) indicates new course.

(Course Options for Electives and Research are listed in Attachment C)

**UNIVERSITY OF OKLAHOMA**  
ELECTIVE AND RESEARCH COURSES FOR BIOENGINEERING PROGRAMS

**Bioengineering Courses:**

AME G5213 Biomechanics I (Biosolids)  
 AME G5223 Biomechanics II (Biofluids)  
 \*AME G5233 Biomaterials  
 \*AME G5253 Implantable Devices  
 \*AME G5710 Implantable Devices  
 \*AME/CH E/ECE G5203 Bioengineering Principles  
 CH E G5243 Biochemical Engineering  
 \*CH E G5373 Tissue Engineering  
 \*CH E G5480 Special Topics in Chemical Engineering: Biosensors  
 \*CH E G5293 Transport in Biological Systems  
 \*ECE G5823 Bioinstrumentation  
 \*ECE G5843 Medical Imaging Systems  
 \*ECE G5973 Special Topics in Electrical Engineering: Medical Image Systems  
 ECE G5973 Special Topics in Electrical Engineering: Bio-instrumentation

**Life Science Courses:**

CHEM G3653 Introduction to Biochemistry	MBIO G5833 Industrial and Applied Microbiology
CHEM G5753 Principles of Biochemistry I	MBIO G5843 Introduction to Molecular Biology
CHEM G5853 Principles of Biochemistry II	MBIO G5893 Genetics and Plasmids and Bacterial Viruses
CHEM G6721 Seminar – Biochemistry	MBIO G5971 Seminar in Microbiology
CHEM G6813 Introduction to Biochemical Methods	ZOO G3101 Principles of Physiology Lab
CHEM G6823 Protein, Nucleic Acids, and Gene Expression	ZOO G3103 Principles of Physiology
CHEM G6833 Structure and Function of Membranes and Hormones	ZOO G3333 Genetics
CHEM G6843 Enzyme Mechanisms and Metabolic Regulation	ZOO G3342 Genetics Laboratory
CHEM G6853 Protein Structure and Function	ZOO G4123 Vertebrate Physiology
HSS G5823 Exercise Physiology	ZOO G4853 Neurobiology of Memory
HSS G5833 Advanced Exercise Physiology Laboratory	ZOO G4913 Quantitative Biology
HSS G5843 Biomechanics	ZOO G5153 Endocrine Physiology
HSS G5863 Physiology of Aging	ZOO G5203 Mechanisms of Development
MBIO G3932 Instrumental Methods in Biology	ZOO G5293 Cytology Ultrastructure
MBIO G3942 Instrumental Methods Laboratory	ZOO G5343 Developmental Genetics
MBIO G4833 Basic Immunology	ZOO G5364 Transmission Electron Microscopy
MBIO G5620 Investigations in Microbiology	ZOO G5374 Scanning Electron Microscopy
MBIO G5812 Applications of Molecular Biology Laboratory	ZOO G6012 Professional Aspects of Biology
MBIO G5822 Applications of Molecular Biology	

Asterisk (\*) indicates new courses.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #5-b:**

**New Programs.**

**SUBJECT:** University of Oklahoma Health Sciences Center (OUHSC). Approval of request to offer the Bachelor of Science in Radiation Sciences (includes electronic delivery).

**RECOMMENDATION:**

**It is recommended that the State Regents approve OUHSC's request to offer the Bachelor of Science in Radiation Sciences with the stipulation that continuation of the degree program beyond fall 2006 will depend upon meeting the criteria established by the institution and approved by the State Regents. Specifically, the degree program will enroll a minimum of 15 majors in fall 2005 and graduate a minimum of 10 students in 2005-06. Continuation of electronic delivery authorization beyond spring 2005 will depend upon the successful completion of a "best practices" review prior to December 31, 2004.**

**BACKGROUND:**

**Academic Plan**

OUHSC's last Academic Plan lists the following institutional priorities (OUHSC's 2002-03 Academic Plan has not been received):

- recruiting high quality applicants for undergraduate medical programs;
- including critical thinking (research and problem-solving) opportunities in the undergraduate medical curriculum;
- increasing the number of primary care physicians; and
- strengthening the existing residency programs.

**APRA Implementation**

Since 1991-92, OUHSC has deleted 12 degree programs.

**Program Review**

OUHSC offers 58 degree or certificate programs (6 baccalaureate, 28 master's-level, 16 doctoral, 6 first professional, and 2 certificate programs), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, OUHSC aligns its program review schedule with the accreditation cycles, so that programs are reviewed when faculty are preparing for an accreditation visit. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents' policy.

## **Program Development Process**

OUHSC faculty developed the proposal, which was reviewed and approved by institutional officials and OUHSC's governing board.

### **POLICY ISSUES:**

This action is consistent with the State Regents' *"Policy Statement on Program Approval," "Standards of Education Relating to Credit for Extrainstitutional Learning,"* and *"Policies and Procedures Pertaining to the Electronic Delivery of Courses and Programs."* The Electronic Media Policy calls for a two-step approval process. Evidence of specified quality criteria must be provided at the time of the initial request, with provisional approval granted if the criteria are addressed satisfactorily. Following provisional approval, the institution must conduct a "best practices" review that provides quantitative and qualitative analysis of the program through a rigorous review of exemplary programs from other institutions. Continuing approval will depend on the results of this review.

### **ANALYSIS:**

#### **Bachelor of Science in Radiation Sciences**

**Program purpose.** The proposed program will serve to advance the careers of working professionals by preparing them for leadership roles in clinical management or for transition into the education of future radiation science students.

**Program rationale/background.** Many clinicians are practicing with an associate-level degree or certification and desire a baccalaureate-level credential to advance in the field. This program will provide a non-clinical post-professional degree completion program for clinicians holding a professional credential in nuclear medicine, radiography, radiation therapy, or sonography. OUHSC will award extrainstitutional credit (up to 30 credit hours) for this credential and experience, while also taking in transfer associate degree-level work. This will allow working professionals across the state, with a minimum of five years of work experience and current certification in a radiologic field, the opportunity to complete a baccalaureate degree in as little as two years via distance learning.

**Employment opportunities.** The proposed program will prepare graduates to assume leadership roles in the health care industry as managers, educators, clinical specialists, and administrators. The proliferation of off-site hospital expansions and physician groups opening free standing full-service medical clinics has created a shortage of trained professionals eligible for management-level responsibilities. This program will address this shortage of appropriately trained professionals in these facilities.

**Student demand.** The new program is expected to enroll a minimum of 15 majors in fall 2005 and graduate a minimum of 10 students in 2005-06.

**Duplication/Impact on existing programs.** No similar programs exist in Oklahoma.

**Curriculum.** The proposed degree program consists of 121 total credit hours from the following areas (Attachment A): prior associate degree program (60 credit hours), radiation sciences (19 credit hours), credentials/experiences (30 credit hours), and guided electives and upper division general education (12 credit hours). Four new courses will be added and are asterisked.

**Faculty and staff.** Existing faculty will teach the proposed program. All faculty involved in web-based course delivery will have the necessary training and experience to provide instruction in this format.

**Support services.** The library, facilities, and equipment are adequate to support the proposed curriculum, including web-based instruction. For example, the University has unlimited site licenses for WebCT and BlackBoard; the program will be housed on a server with 24/7 technical support; the College of Allied Health has three full-time Information Technology support personnel and one instructional design staff member who are available to assist faculty and students. Additionally, students will have electronic access 24 hour per day, 7 days per week to the OUHSC's Robert M. Bird Library.

**Financing.** Since the proposed program will use existing resources and internally reallocated funds, no additional costs are expected.

**Electronic delivery authorization.** As outlined in the Electronic Media Policy, OUHSC will undergo a rigorous "best practice" review during the first two years of the program's online offering. Continuation of the electronic delivery beyond spring 2005 will depend on the results of the review.

Attachment

**UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER**  
**BACHELOR OF SCIENCE IN RADIATION SCIENCES**

<b><i>Earned Hours Prior to Admission to Program</i></b>	<b><i>60 Credit Hours</i></b>
Such as AAS in Radiology, etc.	
 <b><i>Core Radiation Sciences Courses</i></b>	 <b><i>19 Credit Hours</i></b>
RLTN 3193 Radiologic Physics and Radiation Protection	3
<i>The student must complete 3 of the following 4 courses outside their current clinical certification:</i>	
*RLTN 3412 Principles of Radiography	2
*RLTN 3432 Principles of Nuclear Medicine	2
*RLTN 3452 Principles of Radiation Therapy	2
RLTN 3802 Principles of Sonography	2
RLTN 4272 Correlative Imaging	2
*RLTN 4252 Clinical Accreditation and Regulations	2
RLTN 4963 Capstone Seminar	3
 <b>Credit for credentials and experience</b>	 <b><i>30 Credit Hours</i></b>
 <b><i>Guided Electives or Upper Division General Education</i></b>	 <b><i>12 Credit Hours</i></b>
 <b><i>DEGREE PROGRAM TOTAL</i></b>	 <b><i>121 Credit Hours</i></b>

Asterisk (\*) indicates new courses.

**Admission Requirements for the Program:**

Students who meet the following criteria will be eligible for admission to the program:

- Hold current certification as RT(R), RT(N), CNMT, RT(T), RDMS, RDCS or RVT;
- Completed an approved accredited professional-entry program in one of the disciplines in radiation sciences;
- Have five years of work experience in a radiation sciences profession; and
- Have a minimum GPA of 2.5 on a 4.0 scale for college course work.

AND meet one of the following requirements:

- Hold an Associate of Arts or Associate of Science Degree from an accredited Oklahoma college or university which includes 7 hours of life sciences;
- Hold an Associate of Applied Science in Radiation Sciences and completed the General Education Requirements for a baccalaureate degree; or
- Complete the defined list of 60 hours of prerequisites.

The Admissions Committee will consider applicants on an individual basis. Any exceptions will be made on an individual basis.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #5-c:**

**New Programs**

**SUBJECT:** Oklahoma State University (OSU). Approval of request to offer the Master of Science in Agricultural Communications and the (graduate) Certificate in Family Financial Planning (includes electronic delivery).

**RECOMMENDATION:**

**It is recommended that the State Regents approve OSU's request to offer the Master of Science in Agricultural Communications and the (graduate) Certificate in Family Financial Planning with the stipulation that continuation of the programs will depend upon meeting the criteria established by the institution and approved by the State Regents, as specified below.**

Criteria:

**Master of Science in Agricultural Communications.** Continuation beyond fall 2006 will depend upon:

Majors enrolled: a minimum of 6 students in fall 2005; and  
Graduates: a minimum of 3 students in 2005-06.

**Certificate in Family Financial Planning.** Continuation beyond fall 2006 will depend upon:

Majors enrolled: a minimum of 7 majors in fall 2005;  
Graduates: a minimum of 5 students in 2005-06; and

**BACKGROUND:**

**Academic Plan**

OSU's Academic Plan lists the following institutional priorities:

- improving student retention and graduation rates;
- incorporating technology into learning to enhance educational opportunities; and
- continuing the sensor research initiative and expanding research opportunities.

**APRA Implementation**

Since 1991-92, OSU has deleted 55 degree programs.

## **Program Review**

OSU offers 214 degree programs (89 baccalaureate, 70 master's-level, 43 doctoral, and 12 certificates), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, OSU aligns its program review schedule with the accreditation cycles, so that programs are reviewed when faculty are preparing for an accreditation visit. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents' policy.

## **Program Development Process**

OSU faculty developed the proposal, which was reviewed and approved by institutional officials and OSU's governing board.

## **POLICY ISSUES:**

This action is consistent with the State Regents' *"Policy Statement on Program Approval"* and *"Policies and Procedures Pertaining to the Electronic Delivery of Courses and Programs."* The Electronic Media Policy calls for a two-step approval process. Evidence of specified quality criteria must be provided at the time of the initial request, with provisional approval granted if the criteria are addressed satisfactorily. Following provisional approval, the institution must conduct a "best practices" review that provides quantitative and qualitative analysis of the program through a rigorous review of exemplary programs from other institutions. Continuing approval will depend on the results of this review.

## **ANALYSIS:**

### *Master of Science in Agricultural Communications*

**Program purpose.** The proposed program will provide academic and experiential preparation in agriculture, and in journalism and broadcasting to students, while advancing OSU's vision to become the preeminent agricultural education and communications program in the nation.

**Program rationale/background.** Through teaching, research, and extension functions, the Department of Agricultural Education, Communications, and 4-H Youth Development enhances the quality of life for Oklahomans through a quality program in agricultural communications. Historically, students interested in agricultural communications have been served through a specialization or concentration in agricultural education. This scenario is inadequate to teach the theory base of the agricultural communications discipline. The proposed program reflects a distinct body of knowledge, research, professional delivery, and focus of the discipline.

**Employment opportunities.** A survey of the membership of "Agriculture Communication in Education" found that a majority of its members believed this degree program was needed and is key to advancement in the field. Graduates of this program will qualify for positions in public relations, advertising, publications, web design, and radio/television broadcasting.

**Student demand.** The proposed program is expected to enroll a minimum of 6 majors in fall 2005 and graduate a minimum of 3 students in 2005-06.

**Duplication/Impact on existing programs.** No graduate program in agricultural communications is currently available in Oklahoma, nor in the region. The proposed program will be the second such program

offered nationally, affording OSU students a rare opportunity to pursue post-baccalaureate education in this focused discipline. Therefore, there is no duplication of programs.

**Curriculum.** The proposed degree program consists of 30 credit hours for the thesis option and 32 for the formal report option from the following areas: departmental core requirements (10 credit hours), research and inquiry (6 credit hours), emphasis requirements (8-14 credit hours), and formal report or thesis (2-6 credit hours). Attachment A details the proposed curriculum, including two new courses (asterisked).

**Faculty and staff.** Existing faculty in Agricultural Education and Agricultural Communications will deliver this program.

**Support services.** The libraries, facilities, and equipment are adequate.

**Financing.** The program will utilize existing faculty and courses, so no additional funding is needed.

### ***(Graduate) Certificate in Family Financial Planning***

**Program purpose.** This certificate is designed to prepare students to take the Certified Financial Planner exam (a nationally recognized credential) and work as financial planners.

**Program rationale/background.** A great demand exists for family financial planners in a variety of fields, including county extension offices, insurance agencies, and banking service centers. OSU currently offers the coursework for master's level work in this area, and is a member of a consortium of universities collaborating on electronically delivered courses in financial planning. The Great Plains Interactive Distance Education Alliance, comprised of Kansas State University, the University of Nebraska, Colorado State University, North Dakota State University, Texas Tech University, Montana State University, Michigan State University, and South Dakota State University, provides great expertise and resources to support this program. The seven courses for the certificate will be delivered electronically through OSU-developed courses utilizing the OSU and consortium faculty.

**Employment opportunities.** The Certified Financial Planner is a national, industry-recognized credential that will be pursued by professionals working full-time in a variety of fields. These professionals work with families and would provide better services if prepared to sit for this national exam. Employment opportunities will generally be in addition to current career paths for these working professionals seeking this credential. OSU conducted a survey of professional in jobs related to financial planning to ascertain interest in a certificate program. From 278 responses, most respondents held a bachelor's degree in a business-related field, yet 50 percent of the respondents indicated willingness to meet educational requirements to sit for the Certified Financial Planner exam. OSU concluded this is a viable credential professionals desire to be more effective in current positions, or to advance in the field.

**Student demand.** The proposed program is expected to enroll a minimum of 7 majors in fall 2005 and graduate a minimum of 5 students in 2005-06.

**Duplication/Impact on existing programs.** There are no other graduate-level certification programs in the state, so there is no duplication of existing programs.

**Curriculum.** The proposed degree program consists of 21 credit hours from existing courses within the College of Human and Environmental Sciences. Attachment B details the proposed curriculum.

**Faculty and staff.** Existing faculty in the Human and Environmental Sciences master's program will deliver

the coursework in collaboration with faculty from other universities in the distance education consortium.

**Support services.** The libraries, facilities, and equipment are adequate.

**Financing.** The program will utilize existing faculty and courses, so no additional funding is needed.

**Electronic delivery authorization.** At the June 29, 2001 State Regents' meeting, OSU was provisionally approved to offer the Master of Science in Human Environmental Science (427) via electronic media and add a family financial planning option solely designed for electronic delivery. The "best practices" review is due prior to August 1, 2003 and will suffice for the new certificate program as well.

Attachments

**OKLAHOMA STATE UNIVERSITY  
MASTER OF SCIENCE IN AGRICULTURAL COMMUNICATIONS**

<b><i>Departmental Core Requirements</i></b>	<b><i>10 Credit Hours</i></b>
AGCM 5100 Issues in Agricultural Communications	1
AGCM 5103 History and Philosophical Foundations of Agricultural Communications	3
AGCM 5203 Theory and Practice in Agricultural Communications	3
AGED 6223 Program Evaluation in Agriculture and Extension	3
OR	
AGED 5863 Methods of Technological Change	3
 <b><i>Research and Inquiry</i></b>	 <b><i>8-12 Credit Hours</i></b>
AGCM 5000            Research and Thesis <i>(6 credit hours for thesis; 2 credit hours for formal report)</i>	2-6
AGED 5983 Research and Design in Agricultural Education	3
OR	
MC 5113            Methods of Research in Mass Communications	3
REMS 5953 Elementary Statistical Methods in Education (or equivalent)	3
 <b><i>Program Emphasis (8 credit hours for thesis; 14 credit hours for formal report)</i></b>	 <b><i>8-14 Credit Hours</i></b>
Courses selected to form a cognate appropriate to the program and the student's goals, and approved by the advisory committee. Courses listed below are examples of possible emphasis courses.	
*AGCM 4203 Professional Development in Agricultural Communications	
*AGCM 4413 Capstone in Agricultural Communications	
AGCM 5990 Advanced Studies in Agricultural Communications	
AGED 5202 Grantseeking	
AGED 5752 Leadership in Agriculture	
AGED 6200 County Extension Program Development	
ENGL 5533 Seminar in Advanced Technical Writing	
ENGL 5543 Seminar in Scientific and Technical Editing	
ENGL 5583 Environmental Writing	
BCOM 5113 Seminar in Administrative Communications	
SOC 5353 Rural Social Systems	
SOC 5463 Seminar in Environmental Sociology	
MC 5223 Mass Communication Research Analysis and Interpretation	
MC 5253 International Mass Communications	
MC 5333 Process and Effects of Mass Communications	
MC 5603 Integrated Marketing Communications	
MC 5733 Responsibility in Mass Communications	
MC 5863 Media Management	
MC 5883 Advertising Media Management	
MC 5913 General Semantics in Mass Communication	
 <b><i>DEGREE PROGRAM TOTAL</i></b>	 <b><i>30-32 Credit Hours</i></b>

Asterisk (\*) indicates new courses.

**OKLAHOMA STATE UNIVERSITY  
(Graduate) Certificate in Family Financial Planning**

***Core Requirements***

***21 Credit Hours***

DHM 5503 Housing/Real Estate for Family Financial Planning	3
HED 5303 Fundamentals of Family Financial Planning	3
HES 5403 Estate Planning for Families	3
HES 5453 Retirement Planning, Employee Benefits, and the Family	3
HES 5553 Insurance Planning for Families	3
HES 5603 Investing for the Family's Future	3
HES 5653 Personal Income Tax for Family Financial Planning	3

***CERTIFICATE PROGRAM TOTAL***

***21 Credit Hours***

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #5-d:**

**New Programs**

**SUBJECT:** Oklahoma State University – Oklahoma City (OSU-OKC). Approval of request to offer the Associate in Applied Science in Supply Chain Management and the Associate in Applied Science in Power Transmission and Distribution Technology.

**RECOMMENDATION:**

**It is recommended that the State Regents approve OSU-OKC's request to offer the Associate in Applied Science in Supply Chain Management and the Associate in Applied Science in Power Transmission and Distribution Technology with the stipulation that continuation of the programs beyond fall 2007 will depend upon meeting the criteria established by the institution and approved by the State Regents, as detailed below.**

**Criteria:**

**Associate in Applied Science in Supply Chain Management.** Continuation will depend upon:

Majors enrolled: a minimum of 18 students in fall 2006; and  
Graduates: a minimum of 6 students in 2006-07.

**Associate in Applied Science in Power Transmission and Distribution Technology.** Continuation will depend upon:

Majors enrolled: a minimum of 18 students in fall 2006;  
Graduates: a minimum of 6 students in 2006-07; and  
FTE: a minimum of 14 FTE in 2005-06.

**BACKGROUND:**

**Academic Plan**

OSU-OKC's Academic Plan lists the following institutional priorities:

- improving quality of the teaching/learning process;
- continuing improvement of instructional assessment;
- continuing efforts to improve faculty diversity and full-time/adjunct ratio;
- being identified as THE learning centered institution;
- providing resources necessary for effective distance learning programs;
- enhancing articulation/cooperative agreements with area Career Technology Centers and developing new areas of collaboration with area businesses; and
- developing strong linkages and partnerships.

## **APRA Implementation**

Since 1991-92, OSU-OKC has deleted 27 degree programs.

## **Program Review**

OSU-OKC offers 48 degree and certificate programs (7 associate, 26 associate in applied science, and 15 certificates), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, OSU-OKC aligns its program review schedule with the accreditation cycles, so that programs are reviewed when faculty are preparing for an accreditation visit. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents' policy.

## **Program Development Process**

OSU-OKC faculty developed the proposals, which were reviewed and approved by institutional officials and OSU-OKC's governing board.

## **POLICY ISSUES:**

This action is consistent with the State Regents' "*Policy Statement on Program Approval*" and "*Standards of Education Relating to Credit for Extracurricular Learning*."

## **ANALYSIS:**

### ***Associate in Applied Science in Supply Chain Management***

**Program purpose.** The proposed program will prepare students for employment in the supply management field and will provide opportunities for individuals currently employed in the field to upgrade their training through individual courses, seminars, and workshops.

**Program rationale/background.** OSU-OKC invited representatives from area corporations to an advisory committee meeting and surveyed them regarding the need for a supply chain management degree and the suitability of the proposed curriculum. Business representatives expressed confidence that individuals with such a degree would be able to find employment, and many stated that their companies would provide financial assistance for their own employees to enroll in the courses.

**Employment opportunities.** As noted above, area business representatives, including one from Tinker Air Force Base, expressed a general need for individuals with the skills and knowledge this program would produce. Consistent with other State Regents' facilitated offerings for specific businesses and industries, this program will meet specific industry demands for employees.

**Student demand.** The proposed program is expected to enroll a minimum of 18 majors in fall 2006 and graduate a minimum of 6 students in 2006-07.

**Duplication/Impact on existing programs.** Currently, no State System institution offers a degree in supply chain management.

**Curriculum.** The proposed degree program consists of 61 total credit hours from the following areas: general education (18 credit hours), core requirements (30 credit hours), and support courses (13 credit hours). Attachment A details the proposed curriculum, including five new courses (asterisked).

**Faculty and staff.** No additional full-time faculty will be required; however additional adjunct staff will be required to teach nine credit hours during the first year, increasing to 21 credit hours the following year. Student tuition revenue is expected to cover this expense.

**Support services.** The library, facilities, and equipment are adequate; however, the library will be requested to expand its holding in this area as new acquisitions are made.

**Financing.** Funds for adjunct faculty will come from student tuition and fees generated by supply chain management courses. Otherwise, existing state resources and reallocation of internal funds will finance the program.

### *Associate in Applied Science in Power Transmission and Distribution Technology*

**Program purpose.** The proposed program will prepare students for careers in the electrical power transmission and distribution industry and will assist current professionals with the opportunity to upgrade their knowledge and skills to advance in rank.

**Program rationale/background.** As with many industries, the power industry representatives indicate a need to train a new cadre of workers to replace an aging workforce. In response, the OSU-OKC Office of Institutional Research conducted a survey of power industry partners and similar educational programs at OSU Technical Branch – Okmulgee (OSUTB-OKM) and in Pratt, Kansas to determine demand for the program. Based on the results of this survey, the program proposal was developed.

**Employment opportunities.** Local power industries surveyed indicated they have a retirement-ready workforce and are expecting many openings within the next five years. OSU-OKC expects to provide specific training in collaboration with industry partners that will provide a well prepared workforce to maintain the industry in the face of upcoming retirements.

**Student demand.** The proposed program is expected to enroll a minimum of 18 majors in fall 2006, achieve an FTE of 14 in 2005-06, and graduate a minimum of 6 students in 2006-07.

**Duplication/Impact on existing programs.** Only OSUTB-OKM and Northern Oklahoma College offer similar programs in Oklahoma. Due to the distance between programs and the different geographic areas served, there is no duplication issue.

**Curriculum.** The proposed degree program consists of 62 total credit hours from the following areas: general education (18 credit hours), technical specialty (29 credit hours), and technical support and related courses (15 credit hours). Attachment B details the proposed curriculum, including 10 new courses (asterisked).

**Faculty and staff.** Adjunct faculty will teach the some of the specialty power transmission and distribution technology courses, and existing faculty and staff from the electrical engineering technology and fire protection and safety technology programs will teach the remaining courses for this program.

**Support services.** Industrial partners will supply specialized equipment and supplies for the program. Additionally, the library, facilities, and other existing equipment are adequate to support the instructional delivery of the program.

**Financing.** No additional state funds are required. Industry partners will provide an annual \$20,000 gift-in-

kind, while internal reallocation, including funds from the recently suspended Associate in Applied Science in Heating, Ventilation, and Air Conditioning program, and student tuition and fees will support the program.

Attachments

OKLAHOMA STATE UNIVERSITY – OKLAHOMA CITY  
ASSOCIATE IN APPLIED SCIENCE IN SUPPLY CHAIN MANAGEMENT

<b>General Education Requirements</b>		<b>18 Credit Hours</b>
ENGL 1113	Freshman Composition I	3
HIST 1483	US History to 1865	
	Or	3
HIST 1493	US History from 1865	
MATH 1413	General College Mathematics	
	Or	3
MATH 1513	College Algebra	
POLS 1113	American Government	3
SPCH 1113	Introduction to Speech Communications	3
	Division Advisor Approved General Education	3
	Elective	
<b>Major Core Requirements</b>		<b>30 Credit Hours</b>
*SCM 2113	Supply Chain Management	3
*SCM 2213	Logistics Management	3
*SCM 2313	Planning and Control	3
*SCM 2413	Supply Chain Strategy	3
*SCM 2650	Supply Chain Technical Problems	3
ACCT 2103	Financial Accounting	
	Or	3
BUS 2333	Business Law	
CIS 1113	Computer Concepts with Applications	3
QA 1833	Introduction to Total Quality	3
QM 1213	Supplier Quality	3
QM 2113	System Theory & Application	3
<b>Occupational Support Courses</b>		<b>13 Credit Hours</b>
BUS 1011	Business Ethics	1
CIS	Division approved computer elective	3
BUS, MGMT, MKT, SCM	Division approved electives	6
MGMT 2103	Principles of Management	3
<b>DEGREE PROGRAM TOTAL</b>		<b>61 Credit Hours</b>

\* New Course

**OKLAHOMA STATE UNIVERSITY – OKLAHOMA CITY  
ASSOCIATE IN APPLIED SCIENCE IN  
POWER TRANSMISSION AND DISTRIBUTION TECHNOLOGY**

<b><i>Technical Occupational Specialty</i></b>	<b><i>29 Credit Hours</i></b>
*PTDT 1104 Introduction to the Utility Industry/Climbing (course includes 2 hours theory and 2 hours lab)	4
*PTDT 1102 Elements of Electricity and Electronics (EET 1102) (course includes 2 hours theory)	2
*PTDT 1154 Electric Circuits-High Voltage (course includes 3 hours theory and 1 hour lab)	4
*PTDT 1353 Lineman Safety/Equipment (course includes 2 hours theory and 1 hour lab)	3
*PTDT 1453 Principles of Power Transmission (course includes 2 hours theory and 1 hour lab)	3
*PTDT 2003 Principles of Power Distribution (course includes 2 hours theory and 1 hour lab)	3
*PTDT 2023 Principles of Switching and Metering (course includes 2 hours theory and 1 hour lab)	3
*PTDT 2043 Electrical Capstone Experience (course includes 3 hours theory)	3
*PTDT 2104 Internship	4
 <b><i>Technical Occupational Support and Related</i></b>	 <b><i>15 Credit Hours</i></b>
FPST 1313 Introduction to Occupational Safety	3
*PTDT 2013 Driver Safety and CDL Training	3
CIS 1113 Computer Concepts	3
ARCH 1103 Print Reading	3
Elective Elective – with advisor’s approval	3
 <b><i>General Education Requirements</i></b>	 <b><i>18 Credit Hours</i></b>
ENGL 1113 Freshman Composition I	3
POLS 1113 American Government	3
HIST 1483 US History to 1865	
Or	3
HIST 1493 US History from 1865	
MATH 1413 General College Mathematics	
Or	3
MATH 1513 College Algebra	
ENGL 1213 Freshman Composition II	
Or	3
SPCH 1113 Introduction to Speech Communications	
Elective Elective – with advisor’s approval	3
 <b><i>DEGREE PROGRAM TOTAL</i></b>	 <b><i>62 Credit Hours</i></b>

Laboratory hours will be 2 clock hours per credit hour; internship will be 3 clock hours per credit hour.

\* New Course

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #5-e:**

**New Programs**

**SUBJECT:** Northeastern State University (NSU). Approval of request to offer the Bachelor of Business Administration in Entrepreneurship.

**RECOMMENDATION:**

**It is recommended that the State Regents approve NSU's request to offer the Bachelor of Business Administration in Entrepreneurship with the stipulation that continuation of the program beyond fall 2008 will depend upon meeting the criteria established by the institution and approved by the State Regents; specifically, the program will enroll a minimum of 20 majors in fall 2007 and graduate a minimum of 10 students in 2007-08.**

**BACKGROUND:**

**Academic Plan**

NSU's 2002-03 Academic Plan lists the following institutional priorities:

- improving academic quality through strategic planning;
- increasing overall enrollment and retention and graduation rates;
- improving delivery of technologically enhanced instruction and academic/instructional support;
- continuing quality initiatives to evaluate and improve curricular offerings;
- improving the physical facilities; and
- increasing participation in communities supporting NSU and its educational endeavors.

**APRA Implementation**

Since 1991-92, NSU has deleted 22 degree programs.

**Program Review**

NSU offers 87 degree or certificate programs (63 baccalaureate, 16 master's, 1 first professional, and 7 certificates), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, NSU aligns its program review schedule with the accreditation cycles, so that programs are reviewed when faculty are preparing for an accreditation visit. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents' policy.

## **Program Development Process**

NSU faculty developed the proposal, which was reviewed and approved by institutional officials and NSU's governing board.

## **POLICY ISSUES:**

This action is consistent with the State Regents' *"Policy Statement on Program Approval."*

## **ANALYSIS:**

### ***Bachelor of Business Administration in Entrepreneurship***

**Program purpose.** The proposed program will provide vital skills needed in starting a new business, expanding the family business, owning a franchise, starting a professional practice, or preparing for a fast track corporate career.

**Program rationale/background.** A recent review of periodicals indicates that nationally, the demand for entrepreneurship classes and programs is growing with a 253 percent increase in faculty positions in the last decade. During the past six years, enrollment in core entrepreneurship courses at NSU has increased 318 percent. The Tahlequah Chamber of Commerce conducted a survey that also indicated strong support for entrepreneurship education at NSU. Entrepreneurship is expected to play a central role in the economic development and diversity of northeastern Oklahoma. The faculty of the College of Business and Technology responded with this new program proposal, which is consistent with the State Regents' Systemwide Business and Economic Development Review recommendations to promote entrepreneurship and economic development. Additionally, approval of this program will make NSU one of fewer than 50 colleges and universities in the United States offering a baccalaureate degree in entrepreneurship.

**Employment opportunities.** As might be expected, many entrepreneurship students do not take traditional positions with large corporations upon graduation. However, a study conducted by the Eller College of Business at the University of Arizona in 2000 found entrepreneurship graduates are more likely to start their own business, more likely to be employed full-time, more likely to be involved in the introduction of innovative products, and are more satisfied with their jobs than their traditional business graduate counterparts. Entrepreneurship graduates had annual incomes 27 percent higher and owned 62 percent more assets, and when working for larger firms, earned about \$23,500 more per year than traditional business graduates. Based on these statistics, and the strong support for the entrepreneurship program expressed by the Tahlequah Chamber of Commerce survey, it is anticipated that graduates from the proposed program will find or create employment opportunities.

**Student demand.** The new program is expected to enroll a minimum of 20 majors in fall 2007 and graduate a minimum of 10 students in 2007-08.

**Duplication/Impact on existing programs.** Some business programs offer options in entrepreneurship, but no other institutions in the state offer a baccalaureate degree in entrepreneurship, so there is no duplication of other programs.

**Curriculum.** The proposed degree program consists of 124 total credit hours from the following five areas (Attachment A): general education (47 credit hours), business core (39 credit hours), entrepreneurship (24 hours credit hours), and free electives (14 credit hours). One new course, MGMT 4290 Special Topics in Entrepreneurship, is added as an option for the business elective in the major.

**Faculty and staff.** Existing faculty in the College of Business and Technology will teach the proposed curriculum.

**Support services.** Facilities, library resources, and equipment are adequate.

**Financing.** No additional funds are required to support the proposed program.

Attachment

## Attachment A

### Northeastern State University Plan of Study Bachelor of Business Administration in Entrepreneurship

#### General Education Requirements:

English 1113	Freshman Composition I	3 hours
English 1213	Freshman Composition II	3 hours
Speech 1113	Fundamentals of Oral Communication	3 hours
Humanities 2113 or 2223	General Humanities I or II	3 hours
Geography 2243	Fundamentals of Geography	3 hours
Political Science 1113	American Federal Government	3 hours
Math 1513	College Algebra	3 hours
History 1483 or 1493	American History I or II	3 hours
Management Information Systems 1003	Computers in Modern Society	3 hours
Physical Education	Physical Education	1 hour
College Strategies 1001	College Strategies	1 hour
3 hours from the following:		3 hours
Humanities 2113	General Humanities I	
Humanities 2223	General Humanities II	
Humanities 2333	Art in Life	
Humanities 2543	Music in Life	
English 3413	World Literature	
Philosophy 1013	Introduction to Philosophy	
History 1113	Early Western Civilization	
Foreign Language		
3 hours from the following:		3 hours
Health Ed 1113	Personal Health	
FCS 1653	Basic Nutrition	
3-4 hours physical science		3-4 hrs
3-4 hours biological science		3-4 hrs
4-6 hours, at least one from two of the following categories:		4-6 hrs
Language Arts/Fine Arts		
Social Science/Psychology		
Business and Technology		
Health Education		
Quantitative Analysis		
<b>TOTAL General Education</b>		<b>47 hours</b>

**Business Core Requirements**

Accounting 2103	Introduction to Financial Accounting	3 hours
Economics 2113	Principles of Macroeconomics	3 hours
Management Info. Sys.3063	Principles of Information Technology	3 hours
Accounting 2203	Introduction to Managerial Accounting	3 hours
Economics 2213	Principles of Microeconomics	3 hours
Management Info. Sys. 3113	Business Communications	3 hours
Business Law 3003	Business Law I	3 hours
Management 3183	Principles of Management	3 hours
Business Admin. 3933	Business Statistics	3 hours
Marketing 3213	Principles of Marketing	3 hours
Finance 3213	Principles of Finance	3 hours
Management 3213	Production Operations Management	3 hours
Management 4213	Business Policy	3 hours

**TOTAL Business Core****39 hours****Entrepreneurship Major**

Accounting 3213	Contemporary Business Analysis	3 hours
Management 3263	Principles of Entrepreneurship	3 hours
Management 4113	Human Resource Management	3 hours
Management 4243	Venture Development	3 hours
Management 4543	Venture Operations	3 hours
Management 4643	Business Consulting	3 hours
Marketing 3253	Promotional Strategy	3 hours
Business Elective:		3 hours
BADM 4953	Internship (3 hours)	
MGMT 4290	Special Topics in Entrepreneurship (1-6 hours)	
Other 3000/4000 level course approved by advisor		

**TOTAL Entrepreneurship Major****24 hours****Free Electives****14 hours****TOTAL FOR ENTREPRENEURSHIP DEGREE****124 hours**



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #5-f:**

**New Program**

**SUBJECT:** Tulsa Community College (TCC). Approval of request to offer the Certificate in Fire and Emergency Services.

**RECOMMENDATION:**

**It is recommended that the State Regents approve TCC's request to offer the Certificate in Fire and Emergency Services with the stipulation that continuation of the program beyond fall 2006 will depend upon meeting the criteria established by the institution and approved by the State Regents. Specifically, the program will enroll a minimum of 10 majors in fall 2005 and graduate a minimum of 6 students in 2005-06.**

**BACKGROUND:**

**Academic Plan**

TCC's Academic Plan lists the following institutional priorities:

- developing and assessing courses/programs for workforce development;
- providing a state-of-the-art learning environment;
- assessing student learning;
- designing and implementing professional development to increase student learning; and
- meeting student learning needs in a variety of settings.

**APRA Implementation**

Since 1991-92, TCC has deleted 58 degree and/or certificate programs.

**Program Review**

TCC offers 105 degree and certificate programs (23 associate, 48 associate in applied science, and 34 certificates), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, TCC aligns its program review schedule with the accreditation cycles, so that programs are reviewed when faculty are preparing for an accreditation visit. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents' policy.

**Program Development Process**

TCC faculty developed the proposals, which were reviewed and approved by institutional officials and TCC's governing board.

## **POLICY ISSUES:**

This action is consistent with the State Regents' *"Policy Statement on Program Approval."*

## **ANALYSIS:**

### ***Certificate in Fire and Emergency Services***

**Program purpose.** The proposed program will provide students the basic fire protection and emergency services knowledge necessary for employment as a firefighter, including hydraulics and water supply, fire prevention, incident management, fire investigation, building construction, fire service supervision, management and administration, fire behavior, and fire protection systems.

**Program rationale/background.** The need for formal education has been identified as a component of improved performance for fire service personnel. For instance, applicants who have completed college coursework in the field are awarded additional points in the application process by the City of Tulsa, and advancement within the Tulsa Fire Department requires a minimum number of college hours. The proposed certificate program was developed to meet the educational needs of those individuals who do not desire an associate level degree in the field.

**Employment opportunities.** Fire services personnel are in demand nationally, statewide, and in the Tulsa region. Northeast Oklahoma fire departments have consistently supported the Fire and Emergency Services program at TCC. As noted above, educational attainment provides benefits both for initial employment and for advancement within the field.

**Student demand.** The proposed program is expected to enroll 10 majors in fall 2005 and graduate 6 students in 2005-06.

**Duplication/Impact on existing programs.** Three Oklahoma institutions offer programs in fire protection: Oklahoma State University (OSU) offers a bachelor's degree; OSU – Oklahoma City offers an associate in science, an associate in applied science, and a certificate; and Western Oklahoma State College offers an associate in applied science degree in the field. However, due to the differences in degree level offered and the distance between locations, approval will not constitute unnecessary duplication.

**Curriculum.** The proposed certificate program consists of 27 credit hours in fire and emergency services utilizing courses from the existing Associate in Applied Science in Fire Protection Technology (032), and no new courses will be added. It should also be noted that this program follows the model fire science curriculum of the National Fire Academy's Committee on Higher Education in the Fire Service. Attachment A details the program requirements.

**Faculty and staff.** Existing full-time and adjunct TCC faculty will teach the courses in this program.

**Support services.** The library, facilities, and equipment are adequate.

**Financing.** No new funds are required.

Attachments

**ATTACHMENT A**

**TULSA COMMUNITY COLLEGE**  
**CERTIFICATE IN FIRE AND EMERGENCY SERVICES**

<b>Certificate Requirements</b>	<b>Credit Hours</b>
FES 1313 Fundamentals of Fire Protection	3
FES 1333 Fire Protection Hydraulics and Water Supply	3
FES 1343 Fundamentals of Fire Prevention	3
FES 1353 Introduction to Incident Management	3
FES 1363 Fire Investigation and Arson	3
FES 2313 Building Construction for Fire Protection	3
FES 2323 Fire and Emergency Services Administration	3
FES 2343 Fire Behavior and Combustion	3
FES 2403 Fire Protection Systems	3
<b>Total:</b>	<b>27 Credit Hours</b>

Note: There are no new courses required for this program.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #6:**

**Programs Electronic Media**

**SUBJECT:** Tulsa Community College (TCC). Approval of request to offer existing degree programs via electronic media.

**RECOMMENDATION:**

**It is recommended that the State Regents approve TCC's request to offer the Associate in Science in Marketing (222) and the Associate in Science in Business Administration (003) via electronic media with the stipulation that continuation of the electronic offerings beyond spring 2005 will depend upon the successful completion of a "best practice" review prior to January 1, 2005.**

**BACKGROUND:**

TCC has been a leader in distance education, offering telecourses beginning in 1979 and web-based curricula beginning spring 1998. In 2000-01, TCC offered over 200 courses via electronic delivery and led State System enrollments in electronically delivered courses with 7,122. TCC requests authorization to offer the existing Associate in Science in Marketing (222) and Associate in Science in Business Administration (003) via electronic media.

**POLICY ISSUES:**

This action is consistent with the State Regents' *"Policies and Procedures Pertaining to the Electronic Delivery of Courses and Programs."* The Electronic Media Policy calls for a two-step approval process. Evidence of specified quality criteria must be provided at the time of the initial request, with provisional approval granted if the criteria are addressed satisfactorily. Following provisional approval, the institution must conduct a "best practice" review that provides quantitative and qualitative analysis of the electronic media offerings through a rigorous review of exemplary programs from other institutions. Continuing approval will depend on the results of this review.

**ANALYSIS:**

TCC has requested approval to offer the Associate in Science in Marketing and Associate in Science in Business Administration via a variety of methods, including classroom, online web-based courses, and telecourse instruction. No new courses will be added.

TCC's request addresses satisfactorily the criteria listed in the Electronic Media Policy. These criteria include faculty qualifications and training, student services, adequacy of resources, and funding. TCC's responses are summarized below:

- **Faculty.** Faculty teaching online courses hold the same academic qualifications as those required for faculty teaching traditional courses. The Office of Distance Learning provides faculty support

services and training specifically related to electronic delivery. Training in technology and pedagogy of electronic delivery occurs through: 1) lead teacher training provided through the “Eighth Floor Technology Training Center,” a collaboration with Tulsa Technology Center; 2) workshops provided by the Office of Distance Learning; 3) courses in technology and/or pedagogy of electronic course delivery through the Staff Professional Organizational Development program; and 4) mentoring by TCC faculty with experience and expertise in Internet delivery.

- **Student Support Services.** Access to student services is available online through the TCC website and via telephone. Online services include library services and admission information, with an application for admission that may be completed and submitted online. Students may register for classes, drop and add classes, view grades and transcripts, and pay for classes online or by telephone. Information about financial aid, grants, scholarships, and loans is available online, and questions can be answered by email. Academic advising, placement, and counseling may also be accessed by phone or email.

Student-faculty interaction in the telecourses will be through email and telephone. Further, electronic delivery via the Internet utilizes Blackboard, a course management system, which allows interaction through online threaded discussion forums; electronic chat rooms; electronic posting of course syllabi, assignments, instructions, lecture notes, and other documents; short video clips; streaming video; and email. Many telecourse instructors use Blackboard in addition to television delivery.

- **Demand.** TCC continues to address the need for anytime, anywhere education by providing flexibility through electronic offerings to students who would otherwise be unable to pursue a higher education. The significant growth in the numbers of courses offered online and student enrollments is evidence of the need for the programs. In addition, TCC works closely with the business community to provide flexible opportunities for furthering the education of employees. Electronic delivery of coursework is an appropriate mode for providing the greatest flexibility for students.
- **Funding.** The cost of electronic delivery for the programs requires no new funding. TCC has made an institutional commitment to support distance learning offerings for its students, and existing funding within the institutional budget provides for faculty, support services, and the Office of Distance Learning. Much of the enrollment growth in online courses represents a shift from traditional on-campus offerings, and TCC has reallocated funds accordingly to accommodate the change in demand. Distance learning students pay the same tuition and fees as on-campus students.

As indicated above, TCC will undergo a rigorous “best practice” review during the first two years of the programs’ online offerings. Continuation of the electronic delivery beyond spring 2005 will depend on the results of the review.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #7:**

**Programs Deletions**

**SUBJECT:** Approval of institutional requests.

**RECOMMENDATION:**

**It is recommended that the State Regents approve institutional requests for program deletions, as listed below.**

**BACKGROUND:**

University of Oklahoma Health Sciences Center (OUHSC) requests authorization to delete the Master of Public Health in Health Administration and Policy (017), Master of Public Health in Occupational and Environmental Health (019), and Master of Public Health in Health Promotion Sciences (045).

Oklahoma Panhandle State University (OPSU) requests authorization to delete the Associate in Applied Science in Art (056).

Rogers State University (RSU) requests authorization to delete the Associate in Applied Science in Business Management and Administration (006).

Connors State College (CSC) requests authorization to delete the Associate in Applied Science in Computer Systems Information Technology (011) and the Certificate in Computer Systems Information Technology (079).

Oklahoma State University – Oklahoma City (OSU-OKC) requests authorization to delete the Associate in Applied Science in Alcohol and Substance Abuse Counseling (069).

Oklahoma State University Technical Branch – Okmulgee (OSUTB-OKM) requests authorization to delete the Associate in Applied Science in Telecommunications Technology (088).

Rose State College (Rose) requests authorization to delete the Associate in Applied Science in Administrative Office Technology (046), Certificate in Administrative Office Technology (100), and Associate in Applied Science in E-Commerce (120).

**POLICY ISSUES:**

These actions are consistent with the State Regents' *"Policy Statement on Program Approval"* and *"Policy Statement on Program Review."*

## **ANALYSIS:**

Ouhsc requests to delete the Master of Public Health in Health Administration and Policy (017), Master of Public Health in Occupational and Environmental Health (019), and Master of Public Health in Health Promotion Sciences (045). The public health programs will be consolidated under one umbrella Master of Public Health program with options in Health Administration and Policy, Occupational and Environmental Health, and Health Promotion Sciences. Ouhsc will also be moving this program from an academic degree program under the Graduate College to a professional program under the College of Public Health through a degree designation change (see Program Modification agenda item). The change will have minimal impact on students in the programs; no courses will be deleted; and no funds will be available for reallocation.

Opsu requests to delete the Associate in Applied Science in Art (056). No students remain in this program. No courses will be deleted, and no funds will be available for reallocation.

RSU requests to delete the Associate in Applied Science in Business Management and Administration (006) due to lack of student interest and need for the program. This request is consistent with the 2002 technical-occupational program evaluation review team's recommendation. Eight students remain in the program and will be advised into more suitable programs. This deletion will also delete the cooperative agreement with Northeast Technology Center for this program. No courses will be deleted, and no funds will be available for reallocation.

CSC requests to delete the Associate in Applied Science in Computer Systems Information Technology (011) and Certificate in Computer Systems Information Technology (079). The 2002 technical-occupational program evaluation review team recommended discontinuation of the programs because of historically low enrollment. The institution concurs and recognizes that most students prefer the associate in science degree for transfer reasons. This deletion will also delete the cooperative agreement with Kiamichi Technology Center for this program. No students remain in the programs. No courses will be deleted, and any available funds will be reallocated to the recently approved Associate in Science in Computer Systems Information Technology (089) program.

OSU-OKC requests to delete the Associate in Applied Science in Alcohol and Substance Abuse Counseling (069) because enrollment in this program continues to decline as more students choose the associate in science degree path. No students remain in this program; no courses will be deleted; and no funds will be available for reallocation.

OSUTB-OKM requests to delete the Associate in Applied Science in Telecommunications Technology (088). No students remain in the program. The program was suspended in November 2000 and reinstated in July 2001 in expectation of a rebound in the telecommunications industry. World events in fall 2001 dramatically changed that industry's economic forecast. Based on recommendations from industry partners, the institution requests deletion of the degree program, but will continue to offer coursework as electives under the Associate in Applied Science in Information Technologies. No funds will be available for reallocation.

Rose requests to delete three programs. The Associate in Applied Science in Administrative Office Technology (046) and the Certificate in Administrative Office Technology (100) were suspended in September 2000 due to diminishing enrollment. Area technology centers have revived their office technology programs to accommodate the needs of Tinker Air Force Base, and reinstating Rose's programs would represent duplicative effort. Deletion of these programs will also delete the existing cooperative agreements with Eastern Oklahoma County Technology Center, Francis Tuttle Technology Center, and Mid-Del Technology Center for these two programs. No students remain in the programs. Any funds available for reallocation will remain in the Business and Information Technology Division.

Additionally, Rose requests to delete the Associate in Applied Science in E-Commerce (120). The E-Commerce curriculum will be available as an option under the Associate in Applied Science in Webmaster (121) (see Program Modification agenda item). No students remain in the program; no courses will be deleted; and no funds will be available for reallocation.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #8-a:**

**Technical-Occupational Program Reviews**

**SUBJECT:** Rose State College (Rose), Oklahoma City Community College (OCCC), Redlands Community College (RCC), and Northern Oklahoma College (NOC). Consideration of evaluation team recommendations.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the evaluation team recommendations for the technical-occupational programs and certificates described below.**

**BACKGROUND:**

Since 1976, the State Regents have required technical-occupational Associate in Applied Science (AAS) degree and certificate programs to be evaluated on a five-year cycle as authorized by the U.S. Department of Education. State Regents' policy requires institutions to submit self-study reports by January 1 of the year the programs are evaluated. Teams composed of external evaluators review materials and participate in an on-site visit to evaluate the programs and verify the self-study reports. A team chairman is selected to prepare the team report. Institutions have an opportunity to review the team report and make factual corrections before the report is finalized.

The Oklahoma State System of Higher Education offers 260 AAS degree programs at 18 institutions (two technical branches, three urban and nine rural community colleges, and four baccalaureate degree-granting institutions functioned to offer technical-occupational programs). These degree programs enroll about 16,000 students and graduate approximately 2,400 students each year.

**POLICY ISSUES:**

This action is consistent with the State Regents' "*Policy Statement of Criteria and Procedures for Evaluating Technical-Occupational Degree and Certificate Programs.*" As required by this policy, an external team of qualified consultants evaluates technical-occupational programs and makes one of three recommendations for each program: 1) unqualified continuation - five years; 2) qualified continuation - one to four years; or 3) discontinuation. In the event of adverse action, the president of the institution may request an appeal of the action. The State Regents would schedule a hearing and a final determination would be made based upon the evaluation report and the evidence presented by the institution at the appeal hearing. If an institutional appeal is denied, the institution may submit a request for a new evaluation one year after the appeal is denied.

## **ANALYSIS:**

External evaluation teams visited Rose on April 7-8, OCCC on April 9-10, RCC on April 15-16, and NOC on April 17-18. The following materials were reviewed by the team:

- ✓ self-study reports;
- ✓ accreditation reports;
- ✓ policy manuals;
- ✓ catalogs and class schedules; and
- ✓ related State Regents' policies.

The teams conducted interviews with institutional representatives including:

- ✓ presidents;
- ✓ chief academic officers;
- ✓ administrative staff;
- ✓ department chairpersons;
- ✓ faculty;
- ✓ advisory committee members;
- ✓ graduates; and
- ✓ students.

A brief summary of the teams' recommendations is provided below. Institutional presidents reviewed the teams' reports and recommendations. As specified in policy, only factual corrections were submitted. Attachment A lists the institution, the dates of the evaluation visit, the evaluation team, programs and certificates reviewed, the team recommendation, and the year of the next technical-occupational program review. The external teams' evaluation reports are available upon request.

### **ROSE STATE COLLEGE**

The evaluation team made recommendations for 20 programs as summarized below:

- Six associate in applied science degree programs and one certificate program were recommended for unqualified continuation (five years).
- One associate in applied science program was recommended for qualified continuation (four years) due to low completion in the cooperative agreement program.
- Six associate in applied science degree programs and one certificate program were recommended for qualified continuation (three years) due to low enrollment and graduation, the need for greater advisory committee involvement and focus on employer needs, the need for faculty to complete professional certifications and documentation of program success for two relatively new programs.
- One associate in applied science degree program and one certificate program received recommendations of qualified continuation (two years) due to assessment concerns (licensure exam results were not available and general education faculty are not sufficiently involved in assessment of general education competencies), the need for an improved advising system, low graduation numbers, and heavy dependence on temporary external funds.
- Three associate in applied science degree programs were recommended for discontinuation due to various reasons, including low enrollment and graduation numbers, lack of program focus, the need to align the program(s) with current business/industry needs, lack of advisory committee involvement, the need for improvement in the advisory process, and the need for equipment maintenance.

One additional program, the Certificate in Technical Supervision and Management (122), was reviewed at the institution's request for informational purposes only. Since that program has not yet received State Regent's final approval, it is not required to undergo external evaluation.

Among the general observations and recommendations noted by the team were the following:

- a high level of instructional technology;
- strong relationships between faculty and advisory committee members;
- well qualified faculty committed to student learning;
- low enrollments, poor retention rates, and/or poor completion rates for some programs;
- student dissatisfaction with centralized academic advising;
- substantial weaknesses in the student learning outcomes assessment process to support programmatic improvements;
- Rose should implement both direct and indirect measures of student learning outcomes;
- general education faculty should be involved in developing strategies and instruments for measuring general education learning outcomes; and
- enrollment management program needs to be strengthened by faculty involvement in student advising and retention strategies.

### **OKLAHOMA CITY COMMUNITY COLLEGE**

The evaluation team recommended ten associate in applied science degree programs and seven certificate programs for unqualified continuation (five years). Two of the five options offered under the Associate in Applied Science in Business (026) also received recommendations for unqualified continuation. The remaining three options and two certificate programs were recommended for qualified continuation for three years due to concerns about enrollment and graduation rates, assessment (including the need for external verification and general education faculty involvement in verification of learning objectives and competencies), program focus, the proposed elimination of the college placement office, and reliance on adjunct faculty.

Among the overall observations and recommendations by the team were the following:

- superior facilities;
- up-to-date instructional technology;
- numerous community partnerships with business and industry;
- committed faculty and effective administrative leadership;
- low enrollments, and/or poor completion rates for some programs;
- student dissatisfaction with the initial advising process;
- the need for improved assessment, including external, quantitative tools and increased general education faculty involvement in validating general education competencies;
- OCCC should continue to monitor low enrollment and low graduate programs;
- continue to need to refine and improve their assessment plans;
- review the role of general education faculty in the assessment process for individual technical programs; and
- remember that night students represent a significant portion of campus enrollment, paying the same tuition and fees as their daytime counterparts, and expect a comparable level of access to full-time faculty, instructional and tutorial labs, the library, student services, business office functions, and other campus resources.

## REDLANDS COMMUNITY COLLEGE

The evaluation team recommended four associate in applied science degree programs and one certificate program for qualified continuation for four years due to the following concerns:

- lack of a systematic plan for program quality assessment;
- lack of a focused enrollment management plan;
- lack of formal program outcomes system of curricular review; and
- inability to provide systematic program-related data, such as retention rates, number of graduates, graduate employment and salary data, and employment opportunities.

Among the general observations and recommendations by the team were the following:

- dedicated faculty, staff, and administration clearly committed to their programs, the college, the community, and student success;
- RCC needs to develop and implement an enrollment management plan; and
- incorporate program and student outcomes in college-wide and program specific publications.

The evaluation team recommended annual reports documenting implementation of specific program objectives identified in the report. Specifically, the report requires annual reporting on program improvements made using formative and summative data collected in the previous year, as well as reporting the data collected, and an enrollment management plan progress report annually.

In a letter dated May 23, 2003, RCC submitted responses to the evaluators' report related to factual corrections. Consistent with policy, factual errors in the report were corrected; however, the team's evaluative comments and findings may not be modified by the institution.

## NORTHERN OKLAHOMA COLLEGE

The evaluation team recommended unqualified continuation for five years for three associate in applied science degree programs. Among the general observations noted by the team were the following:

- excellent facilities, faculty, and program instructional equipment;
- faculty perceived the environment as being supportive and encouraging, even during a time of budget constraints; and
- faculty embraced the value of course, program, and institutional assessment.

### **WRITTEN REPORT REQUIREMENTS:**

If the State Regents accept the evaluation team recommendations, policy calls for the institutions receiving qualified continuation for any programs to submit, within two months, an implementation plan to address deficiencies noted by the evaluation team(s). Thereafter, an annual report on the status of implementation is due [each June 1], or as specified in the evaluators' report, until the next evaluation visit.

Attachment

**ROSE STATE COLLEGE (Rose)  
 Technical Occupational Program Review  
 Evaluation Visit: April 7-8, 2003**

Evaluation Team	Recommended for Unqualified Continuation - Five Years [Next Review: 2008]	Recommended for Qualified Continuation - Four Years [Next Review: 2007]	Recommended for Qualified Continuation - Three Years [Next Review: 2006]	Recommended for Qualified Continuation - Two Years [Next Review: 2005]	Recommended for Discontinuation
<p>Dr. Barbara C. Baxter (Team Chair) Executive Vice President for Institutional Effectiveness Mid-South Community College 2000 West Broadway West Memphis, Arkansas 72301</p> <p>Dr. Ty Julian Handy Chancellor Ivy Tech State College 8204 Highway 311 Sellersburg, Indiana 47172</p> <p>Dr. Anthony Edward Kuznik President Hibbing Community College 1515 East 25<sup>th</sup> Street Hibbing, Minnesota 55746</p> <p>Dr. Larry A. Lundblad Vice President of the Institution and Academic Affairs South Central Technical College 1920 Lee Boulevard North Mankato, Minnesota 56003</p> <p>Dr. Bennett C. Yohe Dean of Instruction Red Rocks Community College 3300 West Sixth Ave Lakewood, Colorado 80228-1255</p>	<ul style="list-style-type: none"> <li>• Associate in Applied Science (AAS) in Business Administration (008)</li> <li>• AAS in Computer and Information Technology (010)</li> <li>• AAS in Accounting (001)</li> <li>• AAS in Networking (111)</li> <li>• AAS in Family Services/Child Development (091)</li> <li>• AAS in Multimedia Communications (113)</li> <li>• Certificate in Multimedia Communications (110)</li> </ul>	<ul style="list-style-type: none"> <li>• AAS in Applied Technology (114)</li> </ul>	<ul style="list-style-type: none"> <li>• AAS in Library Technology Assistant (055)</li> <li>• AAS in Computer-Aided Drafting (024)</li> <li>• AAS in Broadcast Communications (070)</li> <li>• AAS in Technical Supervision and Management (119)</li> <li>• AAS in E-Commerce (120)</li> <li>• AAS in Webmaster (121)</li> <li>• Certificate in Library Technology Assistant (102)</li> </ul>	<ul style="list-style-type: none"> <li>• AAS in Environmental Technology (020)</li> <li>• Certificate in Environmental Technology (095)</li> </ul>	<ul style="list-style-type: none"> <li>• AAS in Electronics Technology (017)</li> <li>• AAS in Aviation (061)</li> <li>• AAS in Industrial Technology (116)</li> </ul>

**OKLAHOMA CITY COMMUNITY COLLEGE (OCCC)**  
**Technical Occupational Program Review**  
**Evaluation Visit: April 9-10, 2003**

Evaluation Team	Recommended for Unqualified Continuation - Five Years [Next Review: 2008]	Recommended for Qualified Continuation - Four Years [Next Review: 2007]	Recommended for Qualified Continuation - Three Years [Next Review: 2006]	Recommended for Qualified Continuation - Two Years [Next Review: 2005]	Recommended for Discontinuation
<p>Dr. Barbara C. Baxter (Team Chair) Executive Vice President for Institutional Effectiveness Mid-South Community College 2000 West Broadway West Memphis, Arkansas 72301</p> <p>Dr. Ty Julian Handy Chancellor Ivy Tech State College 8204 Highway 311 Sellersburg, Indiana 47172</p> <p>Dr. Anthony Edward Kuznik President Hibbing Community College 1515 East 25<sup>th</sup> Street Hibbing, Minnesota 55746</p> <p>Dr. Larry A. Lundblad Vice President of the Institution and Academic Affairs South Central Technical College 1920 Lee Boulevard North Mankato, Minnesota 56003</p> <p>Dr. Bennett C. Yohe Dean of Instruction Red Rocks Community College 3300 West Sixth Ave Lakewood, Colorado 80228-1255</p>	<ul style="list-style-type: none"> <li>• Associate in Applied Science (AAS) in Computer Science (052)</li> <li>• AAS in Electronics Technology (013)</li> <li>• AAS in Film and Video production (129)</li> <li>• AAS in Graphic Communications (006)</li> <li>• AAS in Automotive Technology (048)</li> <li>• AAS in Computer-Aided Design (011)</li> <li>• AAS in Child Development (005)</li> <li>• AAS in Manufacturing Technology (034)</li> <li>• AAS in Aviation Maintenance Technology (101)</li> <li>• AAS in Biotechnology Research Technician (115)</li> <li>• Certificate in Medical Transcription (107)</li> <li>• Certificate in Computer-Aided Design – Manufacturing/ Architectural (084)</li> <li>• Certificate in Banking &amp; Finance (090)</li> <li>• Certificate in Multimedia (117)</li> </ul>	<p style="text-align: center;">None</p>	<ul style="list-style-type: none"> <li>• Certificate in Real Estate Applied (075)</li> <li>• Certificate in Insurance (096)</li> <li>• AAS in Business (026), Accounting <i>option</i>, Management <i>option</i>, and Banking/Finance <i>option</i></li> </ul>	<p style="text-align: center;">None</p>	<p style="text-align: center;">None</p>

- |  |   |  |  |  |  |
|--|---|--|--|--|--|
|  | <ul style="list-style-type: none"><li>• Certificate in Film and Video Production (130)</li><li>• Certificate in Child Development Intermediate (077)</li><li>• Certificate in Accounting Technician (133)</li><li>• AAS in Business (026), Legal Secretary <i>option</i> and Administrative Office Technology <i>option</i></li></ul> |  |  |  |  |
|--|---|--|--|--|--|

**REDLANDS COMMUNITY COLLEGE (RCC)**  
**Technical Occupational Program Review**  
**Evaluation Visit: April 15-16, 2003**

<b>Evaluation Team</b>	<b>Programs Recommended for Unqualified Continuation - 5 Years [Next Review: 2008]</b>	<b>Programs Recommended for Qualified Continuation - 4 Years [Next Review: 2007]</b>	<b>Programs Recommended for Discontinuation</b>
<p>Dr. Charlotte J. Lee  President  Terra Community College  2830 Napoleon Road  Fremont, Ohio 43420</p> <p>Dr. Thomas L. Stuckey  Executive Vice President  Northwest State Community College  22-600 State Route 34  Archbold, Ohio 43502</p>	None	<ul style="list-style-type: none"> <li>• Associate in Applied Science (AAS) in Criminal Justice (045);</li> <li>• AAS in Equine Science (064);</li> <li>• AAS in Business Administration Technology (058);</li> <li>• AAS in Child Development (007); and</li> <li>• Certificate in Child Development (061).</li> </ul>	None

**NORTHERN OKLAHOMA COLLEGE (NOC)**  
**Technical Occupational Program Review**  
**Evaluation Visit: April 17-18, 2003**

<b>Evaluation Team</b>	<b>Programs Recommended for Unqualified Continuation - 5 Years</b> [Next Review: 2008]	<b>Programs Recommended for Qualified Continuation - 4 Years</b> [Next Review: 2007]	<b>Programs Recommended for Discontinuation</b>
<p>Dr. Charlotte J. Lee  President  Terra Community College  2830 Napoleon Road  Fremont, Ohio 43420</p> <p>Dr. Thomas L. Stuckey  Executive Vice President  Northwest State Community College  22-600 State Route 34  Archbold, Ohio 43502</p>	<ul style="list-style-type: none"> <li>• Associate in Applied Science (AAS) in Multimedia and Digital Communications (071);</li> <li>• AAS in Electronics Technology (069)</li> <li>• AAS in Printing Technology (056)</li> </ul>	None	None



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #8-b:**

**Technical-Occupational Program Reviews**

**SUBJECT:** Oklahoma Panhandle State University (OPSU). Approval of request regarding one degree program recommended for qualified continuation during technical-occupational program evaluations.

**RECOMMENDATION:**

**It is recommended that the State Regents accept the recommendation regarding a technical-occupational program as described below.**

**BACKGROUND:**

Since 1976, the State Regents have required technical-occupational associate in applied science (AAS) degree programs and certificates to be evaluated on a five-year cycle as authorized by the U.S. Department of Education. The Oklahoma State System of Higher Education offers 268 AAS degree programs at 18 institutions (one technical branch, four urban and nine rural community colleges, and five baccalaureate degree-granting institutions functioned to offer technical-occupational programs). These degree programs enroll about 16,000 students and graduate approximately 2,400 students each year.

The State Regents' "*Policy Statement of Criteria and Procedures for Evaluating Technical-Occupational Degree and Certificate Programs*" requires institutions to submit self-study reports by January 1 of the year the programs are evaluated. Teams composed of external evaluators review materials and participate in an on-site visit to evaluate the programs and verify the self-study reports. A team chairman is selected to prepare the team report. As required by the Technical-Occupational Program Policy, the external team submits one of three recommendations for each program: 1) unqualified continuation - five years; 2) qualified continuation - one to four years; or 3) discontinuation. Institutions have an opportunity to review the team report and make factual corrections before the report is finalized.

In 2001, OPSU's AAS in Farm and Ranch Management (025) program was granted qualified continuation for one year. In 2002, the State Regents granted a one-year extension of the program, which expires July 1, 2003.

**POLICY ISSUES:**

This action is consistent with the State Regents' "*Policy Statement of Criteria and Procedures for Evaluating Technical-Occupational Degree and Certificate Programs.*"

**ANALYSIS:**

At the May 25, 2001 meeting, the State Regents recommended OPSU's AAS in Farm and Ranch Management program for qualified continuation for one year with the stipulation that continuation of the program would depend upon documentation that the program met three required objectives, as stated in the

evaluation team's report. For the remaining four years of the review cycle, annual reports on other unmet criteria would be required.

At the June 27, 2002 meeting, the State Regents granted a one-year extension of the program to continue efforts to meet the initial three objectives and to allow OPSU time to consider the possibility of incorporating the AAS into the Associate in Science in Agriculture program. Continuation beyond July 1, 2002 depended upon the Associate in Applied Science in Farm and Ranch Management program: 1) providing evidence of active and appropriate recruitment efforts; 2) providing evidence of advisory committee involvement in writing and developing comprehensive program objectives; and 3) providing an accurate count of students enrolled and graduated over the past six years.

OPSU reports the new university president has pledged support to the program and understands the importance it plays in the community. OPSU is currently searching for a new faculty member, to replace one who left, who will be given responsibility to recruit for the program. Current faculty recruit students from local schools, at livestock shows, fairs, and other events, and a new college brochure has been completed to further aid in recruitment. Additionally, the School of Agriculture has instituted more rigorous laboratory practices for several courses in animal science which have increased interest in the program. OPSU has a new degree check system working with the registrar that will provide more accurate tracking of program students.

A table of enrolled and graduated students for the program indicates an increase in majors from 1 in 2002 to 7 in 2003.

OPSU states that advisory board members have had informal question and answer sessions with the Dean on an individual basis, and several members have made suggestions regarding curriculum changes. OPSU's report lacks evidence of the advisory committee's role in, or the existence of, written comprehensive program objectives.

Given the president's support of an independent AAS program and the increased and effective recruitment efforts, continuation of the AAS in Farm and Ranch Management program for one year is recommended with a progress report due May 15, 2004. The report should provide documentation of formal advisory committee participation and development of comprehensive program objectives, updated enrollment and graduation data, and progress made on other unmet criteria identified in the 2001 evaluation team's report.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #9:**

**Intensive English Program Review**

**SUBJECT:** English Language Center.

**RECOMMENDATION:**

**It is recommended that the State Regents accredit the Shawnee English Institute (SEI) for five years.**

**BACKGROUND:**

Approving English language centers has been part of the State Regents' *"Policy Statement on Admissions of Students for Whom English is a Second Language"* since 1980. Beginning with the 1995 review, out-of-state evaluators with expertise in directing English as a Second Language (ESL) programs have been hired to conduct the reviews.

In fall 1996, an English Language Institute committee was convened to work with State Regents' staff to revise the policy to include standards for the centers and an approval process. This committee consisted of representatives from proprietary and institutionally-based English language centers. The State Regents approved this policy in April 1997.

The approval process includes a self-study report and an external evaluation team visit. The evaluation team prepares a report of findings on each standard and recommends one of the following: (1) approval without qualification with reexamination in five years; (2) provisional approval with reexamination in one, two, or three years; or (3) deny approval. The evaluators compare the self-study to the standards outlined in the policy and verify the information in the self-study with observations from the on-site visit, providing a written report with recommendations. The center's staff has the opportunity to provide a written response to the evaluators' report.

**POLICY ISSUES:**

According to the State Regents' *"Policy Statement on Admission to, Retention in, and Transfer among Colleges and Universities of the State System,"* students for whom English is a second language must demonstrate English proficiency following standards described in the *"Policy Statement on Admission of Students for Whom English is a Second Language."* Students without the minimal Test of English as a Foreign Language (TOEFL) score (500 for undergraduate and 550 for graduate students) who have earned a TOEFL score of at least 460 for undergraduate or 500 for graduate students, or students without the minimal International English Language Testing System (IELTS) score (6.0 for undergraduate and 6.5 for graduate students) who have earned an IELTS score of at least 5.0 for undergraduate or 5.5 for graduate students, must complete an intensive English program approved by the State Regents prior to admission.

Intensive English programs are evaluated on criteria for the language program, administration, faculty, student services, finances, and physical facilities. Embedded in these broad categories are standards for the

curriculum, recruitment, assessment and contact hours of the program, standards for the faculty and administrators of the program, and standards for advising and orientation services offered to students in the program.

**ANALYSIS:**

As required by policy, a team of out-of-state evaluators reviewed the Shawnee English Institute on the campus of St. Gregory’s College April 23-24, 2003. This center’s IEP was previously reviewed in 1998 and received five-year approval. A summary of the two-person evaluation team’s credentials is provided, and an outline of the IEP’s recommendation follows.

- Dr. Kathleen Romstedt (Team Chair), Associate Director of the American Language Program at Ohio State University in Columbus, Ohio.  
**Credentials:** Doctoral degree in Foreign and Second Language Education (Ohio State University), Master of Arts in Foreign Language Education (Teaching English as a Second Language) (University of Kansas), Bachelor of Arts in Spanish Language and Culture (University of Kansas), and Bachelor of Science in Education in Foreign Language Education (University of Kansas).
  
- Dr. Barbara Matthies, Professor Emeritus at Iowa State University in Ames, Iowa.  
**Credentials:** Doctoral degree in Second Language Education (University of Illinois), Master of Arts in Linguistics and Teaching English (Ohio University), and B.A. in German Language and Literature (Oberlin College, Ohio).

Shawnee English Institute (SEI) at St. Gregory’s College, Shawnee, OK	
<b>Date of Visit:</b>	April 23-24, 2003
<b>Evaluators’ Recommendation:</b>	Approval without qualification with reexamination in five years.
<b>Summary of Evaluators’ Report:</b>	<p>SEI provides a quality intensive English program of 25 hours of faculty instructed contact per week. SEI is successful in fulfilling its mission to prepare international students for academic success in higher education. SEI’s recruitment and admission processes are fair, complete and accurate; the institute provides quality curricula in sufficient scope to meet student needs and the assessment process involves all constituents, peers and supervisors. SEI provides appropriate orientation and advising in addition to the extensive menu of extracurricular activities available to students.</p> <p>The team recommended the following:</p> <ul style="list-style-type: none"> <li>• SEI should make every effort to increase the degree level of faculty at the earliest opportunity. Almost none of the full-time faculty have degrees in Teaching English as a Second Language (TESL), and none have advanced degrees in the field. The team noted this lack was compensated to some extent by faculty’s experience and knowledge of other languages; however, given the level of professionalism in the TESL field as a whole and the fact that this was also a recommendation of the 1998 review team, the evaluators emphasized this issue as a special concern.</li> </ul>
<b>Center’s Staff Objection:</b>	None.

State Regents’ staff concurs with the team’s recommendation.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #10:**

**Temporary Assistance to Needy Families (TANF)**

**SUBJECT:** Allocation of funds to Oklahoma two-year colleges participating in the Temporary Assistance to Needy Families (TANF) Program pursuant to a contract with the Department of Human Services.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the proposed two-year college TANF program budgets set forth herein pursuant to the contract between the Department of Human Services and the Oklahoma State Regents for Higher Education, and authorize the Chancellor to sign a contract modification should the need arise due to the reauthorization of TANF legislation.**

**BACKGROUND:**

Since 1997, each of the State System's fifteen two-year colleges have put in place short-term training programs tailored for recipients of Temporary Assistance to Needy Families (TANF) from funds provided through contracts between the Department of Human Services (DHS) and the State Regents. In addition, five of the State System two-year colleges offer job-training programs in more than one location--Carl Albert State College -Poteau and Sallisaw; Connors State College – Muskogee and Tahlequah; Eastern Oklahoma State College – McAlester and Idabel; Murray State College– Tishomingo, Ardmore and Atoka, and, Northeastern Oklahoma A&M College – Miami and Grove.

**POLICY ISSUES:**

This action is consistent with the State Regents commitment to the enhancement of educational opportunities, as well as coordination/cooperation between State System institutions and other state agencies.

**ANALYSIS:**

At their May 25, 2001 meeting, the State Regents approved the FY02 contract in the amount of \$3.3 million dollars, for purposes of continuing the two-year college TANF programs on a statewide basis. The contract contained a renewal clause extending the contract on an annual basis for three consecutive years (from July 1, 2002 through June 30, 2005) at the same level of funding. An addendum to the contract for an additional \$100,000, dated July 29, 2002 increased the contract amount to \$3.4 million dollars.

In April, DHS advised staff that due to budget constraints the contract with the State Regents could possibly be reduced by \$500,000. To prepare for that scenario, the two-year college TANF program directors were advised to decrease their budgets for FY04 by 15% to arrive at the \$500,000 budget reduction.

It is of value to note, that the 1996 TANF legislation was to be reauthorized by October 2002, however no action has been taken by Congress. Instead, a continuing resolution, approved by Congress, is in effect until June 30.

It is anticipated that the reauthorization legislation will change the current operation of the two-year college TANF programs. For example, under current federal guidelines, TANF recipients are required to participate in an “activity” designed to lead to gainful employment for 30 hours per week. Presently, vocational education, not to exceed 12 months, meets that requirement allowing TANF clients to participate in the two-year college TANF programs. Under proposed federal legislation the participation requirement will increase from 30 to 40 hours per week, of which 24 hours must be an actual work experience, either paid or unpaid. The remaining 16 hours could be used for training, vocational education, GED attainment, addressing substance abuse issues or other such maladies.

Should the reauthorization legislation pass as proposed and the two-year college TANF programs incorporate the 24 hour per week “work” requirement, the contract amount will remain at \$3.4 million dollars and two-year college programs will be asked to submit revised budgets reinstating the 15% budget reduction. However, should DHS conclude, or the two-year college TANF program directors decide, that the current TANF programs cannot provide the 24 hour per week work component for TANF recipients, an invitation to bid will be developed by DHS for vendors to bid on providing the services, and the existing contract will be reduced by the anticipated \$500,000, or more.

After a review of the two-year college TANF program continuation applications by DHS and State Regents’ staff, the following proposed amounts are recommended for funding for FY04 or until such time as the contract is modified and/or budget revisions are necessary to meet TANF reauthorization legislation. It is also recommended that the Chancellor be authorized to execute said contract modification, should the need arise.

<b>College/Program</b>	<b>Funding Amount</b>
Carl Albert – POWER-I Program.	179,172
Connors – TIER Program.	146,281
Eastern - Adult Education Program	191,424
Murray - MIT Program	295,940
NEO – Allied Jobs Program	178,500
Northern - Project ACHIEVE	191,237
OCCC - CTP Program	187,021
OSU-OKC - Project REACH	169,999
OSU-Okmulgee - M-POWER	183,334
Redlands - GOALS Program	205,411
Rogers - Project ASPIRE	167,589
Rose – EmPower Program	182,750
Seminole - ER Program	197,368
TCC – Project EMERGE	172,547
Western - POWER Program	123,250
State Regents (Admin. Fee)	100,000
<b>Total:</b>	<b>2,871,823</b>

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #11:**

**Scholars for Excellence in Child Care**

**SUBJECT:** Allocation of funds to Oklahoma two-year colleges participating in the Scholars for Excellence in Childcare Program pursuant to the contract with the Department of Human Services

**RECOMMENDATION:**

**It is recommended that the State Regents approve the proposed two-year college Scholars for Excellence in Childcare Program budgets set forth herein pursuant to the contract between the Department of Human Services and the Oklahoma State Regents for Higher Education.**

**BACKGROUND:**

In an effort to improve the quality of care children receive in licensed facilities, increase teacher educational levels, compensation, and improve retention, the Department of Human Services entered into a contract with the State Regents on June 30, 2000. The contract allows two-year colleges to, among other things, offer specialized programs and to recruit licensed child care teachers as a way to encourage them to further their early child care education.

In order to differentiate these specialized programs for existing child care teachers employed in licensed centers/homes from the regular campus early childhood education classes, a statewide initiative named, "*Scholars for Excellence in Childcare*", was established to refer to those programs being offered pursuant to the contract with DHS. Each of the twelve two-year colleges as well as Oklahoma State University-OKC has a Scholars program in place.

**POLICY ISSUES:**

This action is consistent with the State Regents' commitment to the enhancement of educational opportunities, as well as coordination/cooperation between State System institutions and other state agencies.

**ANALYSIS:**

At their May 30 meeting, the State Regents approved the FY04 contract between the Department of Human Services and the State Regents for purposes of continuing the Scholars for Excellence in Childcare programs throughout the State. The specified contracted amount is not to exceed \$1,440,000. After a review of the

two-year college Scholars program continuation applications by DHS and State Regents' staff, the following proposed amounts are recommended for funding:

<b>College</b>	<b>Funding Amount</b>
Carl Albert	161,204
Connors	80,417
Eastern	68,784
Murray	62,348
NEO	65,120
Northern	144,572
OCCC	61,520
OSU-OKC	75,492
Redlands	84,194
Rose	76,884
Seminole	65,087
TCC	158,428
Western	75,835
OSU (research)	49,643
Regents Admin (10%)	144,000
<b>Total Amount</b>	<b>1,373,528</b>

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #12-a:**

**Tuition**



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #12-b:**

**Tuition**

**SUBJECT:** Requesting approval of institutional requests for changes to Academic Services Fees for Fiscal Year 2004.

**RECOMMENDATION:**

**It is recommended that the State Regents approve institutional requests for changes to Academic Services Fees for Fiscal Year 2004, as posted May 30, 2004 and as reported on the attached schedule.**

**BACKGROUND:**

**Constitutional and Statutory Provisions for the Coordination of Higher Education Tuition and Fees**

Article XIII-A of the Constitution of the State of Oklahoma establishes the Oklahoma State Regents for Higher Education as the coordinating board of control for all public institutions in The Oklahoma State System of Higher Education. Among others, specific powers enumerated include the power to prescribe and coordinate student fees and tuition within limits prescribed by the Legislature. The 2003 Legislature has enacted, and Governor Brad Henry signed, House Bill No. 1748, which modifies the statutory limits and emphasizes the role of institutional governing boards in the establishment of tuition. This legislation authorizes the State Regents to establish resident Tuition and Mandatory Fees at levels less than the average rate charged at public institutions in the Big Twelve Conference for comprehensive universities, and less than the average rate charged at peer institutions for regional and two-year institutions. Further, the legislation deletes the enumeration of specific fees and authorizes the State Regents to establish Academic Services Fees, not to exceed the cost of the actual services provided. It also details annual reporting requirements and stipulates that the State Regents will make a reasonable effort to increase need-based financial aid available to students proportionate to any increase in tuition.

The attached schedule lists institutional requests for changes to Academic Services Fees for Fiscal Year 2004. Special fees for instruction and academic services are assessed students as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. Said fees are required for all students receiving certain courses of instruction or academic services as designated by the institution.

Due to passage of new statutory provisions in House Bill No. 1748 for Tuition and Mandatory Fees, only the requested changes to Academic Services Fees were posted for discussion purposes at the Regents' meeting held May 30, 2003. Institutions have provided justifications for the requested increases in Academic Services Fees, the total revenue to be collected from the fees, and the use of increased revenues. The complete listing of Academic Services Fee requests is a supplement available upon request or can be found at <http://www.okhighered.org/Tuition.htm>.

State Regents' policy lists November 1 of each year as the deadline for submission of requests for changes in fees to be charged the following academic year. This year an exception to this policy was requested for all institutions, due to passage of new statutory provisions in House Bill No. 1748 noted above and approved May 30, 2004. State Regents' staff will now review institutions' published tuition and fee schedules for compliance with State Regents' action.

**POLICY ISSUES:**

This item is consistent with the Policy and Procedures Relating to Tuition and Student Fees.

**ANALYSIS:**

Of the twenty-five public institutions in The State System, fourteen requested changes in Academic Services Fees for Fiscal Year 2004, and eleven had no requests for changes in these fees. Six institutions have requested changes for various Systemwide Fees, twelve institutions have requested changes for various Special Instruction Fees, one institution has requested an increase in a Testing and Clinical Services Fee, six institutions have requested changes for various Facility and Equipment Utilization Fees, one institution has requested a new Classroom and Laboratory Supplies Fee, and six institutions have requested changes for various Other Special Fees. Three institutions have requested an increase from \$15 to \$50 per semester to offset expenses required for the administration of the Students and Exchange Visitor Information System (SEVIS) program to monitor international students, which is mandated by Office of Homeland Security, and two institutions have requested new fees for this purpose, one requesting \$10 per semester and one requesting \$15 per semester. The complete listing of these requested changes to Academic Services Fees can be provided as a supplement or on-line at <http://www.okhighered.org/Tuition.htm>.

This information was posted for State Regents' review and public comment at the Regents' meeting held on May 30, 2004. It is requested that the State Regents approve institutional requests for changes to Academic Services Fees for Fiscal Year 2004.

Supplement

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #13:**

**E&G Budget**



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #14-a:**

**Allocation**



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #14-b:**

**Allocation**

**SUBJECT:** Approval of allocation to Oklahoma State University and the University of Oklahoma from the Higher Education Facilities Fund.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the allocation of \$1,794,830 to both Oklahoma State University and the University of Oklahoma from revenue collected through the Higher Education Facilities Revolving Fund.**

**BACKGROUND:**

The Oklahoma Legislature passed House Bill No. 2598 in May 2002 designating \$38 million from an assessment on motor fuel, diesel fuel and blending materials used or consumed in the state for certain research purposes at OU and OSU. This revenue will be deposited into a new fund called the "Higher Education Facilities Fund." The bill further states that these funds shall be evenly deposited to an account at the University of Oklahoma for funding construction of the weather center and to an account at Oklahoma State University for purchase of equipment and renovation of facilities for work on the application of advanced sensor technology for the detection of chemical and biological threats to homeland security. The State Regents, at their October, 2002 meeting, approved strategic plans submitted by each university outlining the related expenditures of the funds received through this source.

**POLICY ISSUES:**

The recommendation is consistent with Regents' policy and approved budget principles.

**ANALYSIS:**

House Bill No. 2598 appropriated \$38,000,000 to the State Regents over a period of years for transfer to the Higher Education Facilities Fund and further transfer to the accounts of the University of Oklahoma and Oklahoma State University. The fund currently has on deposit \$3,589,660, sufficient for a transfer of \$1,794,830 to each university. To date the institutions have each received an allocation of \$3,558,006.04. With the approval of this allocation, each university will have received an accumulated total of \$5,352,836.04.

It is recommended that the allocation of the Higher Education Facilities Fund be approved at this time with subsequent allocations and allotments to be made on a quarterly basis, as the revenue stream to this fund is not certified.

In accordance with the approval of the institutional strategic plans at the October 2002, State Regents' meeting, and as OSU's plan addressed the first \$6 million only, it was recommended that the OSU allocation be capped at that amount, with subsequent allocations to come to the State Regents for approval upon acceptance of a plan for the remaining \$13 million.

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION  
RESOLUTION NO. 4354**

Pursuant to the authority granted under the Constitution of Oklahoma by Articles XIII-A adopted March 11, 1941, which vests in the Oklahoma State Regents for Higher Education the allocation of funds appropriated by the Legislature for use in The Oklahoma State System of Higher Education and pursuant to 70 O.S. 1991, Sections 3210, 3903,4401 and 4408 and pursuant to the provisions of House Bill No. 2598, of the Forty-Eighth Oklahoma Legislature,

The Oklahoma State Regents for Higher Education hereby **ALLOCATE** the sums set out below for the respective special programs of the specified institutions for the fiscal year beginning July 1, 2002, and ending June 30, 2003, said funds to be subsequently allotted for encumbrance and expenditure during said fiscal year, as provided by law.

**Higher Education Facilities Revolving Fund Allocation**

University of Oklahoma – Weather Center  
Oklahoma State University – Biosensor Laboratory

From: 299-03-605-000000	\$3,589,660.00
To: 295-760	\$1,794,830.00
295-010	\$1,794,830.00
Total	\$3,589,660.00

Adopted by the State Regents in the meeting of June 30, 2003.

SEAL:

ATTEST:

Jimmy Harrel, Secretary

Carl Renfro, Chairman

I, Paul G. Risser, do hereby certify that the above is a correct statement of the action authorized by the Oklahoma State Regents for Higher Education as set forth in the minutes of the regular meeting on June 30, 2003.

Paul G. Risser, Chancellor

Duly subscribed and sworn to before me this 30th day of June 2003.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #15-a:**

**Research Funding/Contract/Appointments**

**SUBJECT:** Appointment of members to the Oklahoma EPSCoR Advisory Committee

**RECOMMENDATION:**

**It is recommended that the State Regents approve the appointment of individuals to the EPSCoR Committee, effective July 1, 2003, with additional members to be recommended.**

**BACKGROUND:**

The State Regents have currently eight standing advisory committees to the Chancellor, of which two are created by statute and the others established by State Regents' action. 70 O.S. 2001, §3230.1 et seq. establishes the EPSCoR Committee as an advisory committee to the State Regents. The Student Advisory Board is the other statutory committee.

The purpose of the EPSCoR committee is to promote cooperative research efforts among public and private universities in Oklahoma; promote private sector involvement in university research and encourage technology transfer; promote human resource development in science and engineering within the Oklahoma State System of Higher Education; recommend research projects when only a limited number may be submitted by the State of Oklahoma; and appoint the EPSCoR director.

The statutes provide that the Regents shall appoint members of the EPSCoR Advisory Committee to include: 1) representatives of the state's universities and colleges; 2) representatives of private research entities located in Oklahoma; 3) representatives of private businesses; 4) residents of Oklahoma whose contribution will enhance the goals of the Committee; and 5) a representative of the Oklahoma Center for the Advancement of Science and Technology. Additional committee members are to be appointed by the Governor, the President Pro Tempore of the Senate and the Speaker of the House of Representatives.

Eight federal agencies have EPSCoR or similar programs to encourage the development of competitive sponsored research in states that have historically had little federally sponsored research. The federal agencies are the National Science Foundation, the National Institutes of Health, the Environmental Protection Agency, the Department of Energy, the Department of Defense, the National Aeronautics and Space Administration, the United States Department of Agriculture and the Department of Commerce. Oklahoma is one of 23 states that participate in a program at one or more federal agency.

**POLICY ISSUES:**

Development of State Regents' policy on EPSCoR and research match is a current staff project. Appointment of the additional committee members will facilitate policy development. Advisory Committee Bylaws have been posted at the State Regents' meeting of February 21, 2003.

**ANALYSIS:**

Chancellor Risser recommends that members be appointed to the EPSCoR Advisory Committee for the terms indicated below. Current membership includes members of the private sector, a member of the House of Representatives, the President of the Oklahoma Center for the Advancement of Science and Technology, the Vice Presidents for Research of The University of Oklahoma Norman and Health Sciences Center campuses, Oklahoma State University and the Oklahoma Medical Research Foundation, the President of the University of Oklahoma – Tulsa, the Dean of the College of Agriculture for Oklahoma State University, the President of Cameron University, the Associate Provost of Southwestern Oklahoma State University and an Associate Professor from Langston University. The proposed additional membership includes new members as representatives of The University of Tulsa.

<u>Name</u>	<u>Affiliation</u>	<u>Term Exp (yr)</u>
Dr. Glen	Collier Professor and Department Chair, Biological Sciences, University of Tulsa	2004
Dr. James Soren	Professor of Mechanical Engineering and Associate Dean of College of Engineering and Natural Sciences, University of Tulsa	2005

The Chancellor has solicited appointments from the Governor and the President Pro Tempore of the Senate.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #15-b:**

**Research Funding/Contract/Appointments**

**SUBJECT:** Approval of Contract and allocation matching funds

**RECOMMENDATION:**

**It is recommended that the State Regents approve the June 2003 through May 2004 contract with Oklahoma State University to serve as the fiscal agent for the National Science Foundation EPSCoR Research Infrastructure Improvement Plan and allocation \$875,000 for this program.**

**BACKGROUND:**

In 2001, the National Science Foundation notified the Oklahoma EPSCoR Committee that the Research Infrastructure Improvement Plan proposal had been approved for funding. The Oklahoma State Regents for Higher Education act as the funding agent for state matching funds and support the EPSCoR programs through the Research Matching Fund. The allocation of \$625,000 was approved at the April 2002 meeting and an allocation of \$1.5 million was approved at the September 2002 meeting the FY2003 commitment. The EPSCoR allocation of \$2.6 million for FY04 supports this commitment.

**POLICY ISSUES:**

This section is consistent with State Regents' policy and actions.

**ANALYSIS:**

In 1985 the National Science Foundation launched an initiative to improve research competitiveness in states that historically had received relatively little external support. The Experimental Program to Stimulate Competitive Research in Oklahoma has served as a major stimulus to improvements in the research infrastructure and in the competitiveness of Oklahoma researchers. The 1985 EPSCoR planning document identified a lack of research-oriented faculty, of graduate students and of research spirit as limitations to Oklahoma's research competitiveness. The first two Oklahoma EPSCoR programs (1986-91 and 1992-95) stimulated individual researchers and research clusters, building research infrastructure and proving the value of targeted research initiative programs. The three Oklahoma research universities (the University of Oklahoma and the Health Sciences Center, Oklahoma State University and The University of Tulsa) now have a collective research spirit and culture. Further support is provided by the State Regents for research enhancement, endowed chairs, and summer academy science and mathematics programs.

The 1996-98 Systemic Improvement Plan not only supported individual investigators, but established research collaborations and programs that transcend individual campuses and institutions to build statewide interinstitutional Science and Technology Centers in biotechnology, materials science and environmental research. These centers bring together existing individual and group research strengths in the state and provide the critical mass of researchers and facilities to achieve competitiveness with first-rank programs.

The cooperative agreement through FY2001 continued infrastructure improvements for the Science and Technology centers, encourages the success of minorities and women as professionals in science and engineering and establishes advisory committees to promote university-private sector partnerships.

Other areas of special focus include

- the creation of a stable base of R&D funding for Oklahoma higher education;
- the recruitment and retention of high quality science and engineering faculty;
- enhancement of the public visibility of the state's research and graduate programs; and
- establishment of a uniform database of quantitative indicators of activity and progress to assess its impact upon the state's R&D competitiveness.

The Research Infrastructure Improvement Plan (FY2002-2005) focuses on the fields of nanotechnology and functional genomics. Nanotechnology combines chemistry and engineering to create functional materials, devices and systems “one atom at a time.” Nanotechnology is a major thrust of the NSF. Functional genomics builds on the Human Genome Project to improve researchers’ understanding of genetics and to improve human health and the agriculture industry.

Entities collaborating on this research include: University of Oklahoma, Oklahoma State University, OU Health Sciences Center, the University of Tulsa and the Oklahoma Medical Research Foundation.

The attached contract formalizes Oklahoma State University's role as the fiscal agent

**Agreement Between the  
Oklahoma State Regents for Higher Education  
and  
Oklahoma State University  
Pertaining to  
Experimental Program to Stimulate Competitive Research**

This agreement is between the Oklahoma State Regents for Higher Education (OSRHE), the party of the first part, and Oklahoma State University (OSU), the party of the second part, executed this 30<sup>th</sup> day of June 2003.

WHEREAS the Oklahoma EPSCoR Committee, together with Oklahoma State University, the University of Oklahoma, the Oklahoma Medical Research Foundation and the University of Tulsa, initiated a Research Infrastructure Improvement Plan proposal under the Experimental Program to Stimulate Competitive Research (EPSCoR) of the National Science Foundation;

WHEREAS the National Science Foundation has made an award of monies based on scientific merit for the Oklahoma EPSCoR proposal, the grant being conditioned on the availability of matching funds;

WHEREAS the Oklahoma State Regents for Higher Education have allocated monies for the Research Matching Program sufficient to meet the matching obligation; said allocated monies will be distributed by OSRHE for these program pursuant to the constitutional authority vested in OSRHE, the coordinating board of control for higher education;

WHEREAS the expanding number of Oklahoma EPSCoR programs and activities have likewise achieved a degree of statewide and national visibility;

THEREFORE, the parties agree that:

- 1) The OSRHE, as the coordinating board of control for higher education, shall allocate a sum of monies up to \$875,000 for the period of June 2003 through May 2004. Said monies represent the matching monies to the National Science Foundation grant to the Oklahoma EPSCoR Program and to institutional monies allocated to the purposes of the project.
- 2) OSU will act as the fiscal agent for this program for the fiscal year 2004 and shall distribute monies as appropriate to the other program participants including the University of Oklahoma and The University of Tulsa, subject to the following provisions:
  - a. The Principal Investigator (PI), Frank Waxman, shall have final budget authority for all expenditures of State Regents matching funds.
  - b. OSU shall provide monthly reports in a timely manner on all expenditures on the Award to the PI.
  - c. OSU shall request prior approval from the PI for any State Regents matching funds expenditure that differs from what was included in the budget submitted to NSF.
  - d. Any unspent monies remaining at the end of the fiscal year may be spent in the next fiscal year.

- e. OSU shall provide an annual report in a format to be determined jointly by the OSRHE and OSU, accounting for all monies expended under the terms of the agreement.
- 3) This agreement shall be subject to continuing approval by the National Science Foundation of the scientific and technical merits of the program.
- 4) OSU further agrees that by accepting said funds it will abide by the terms and provisions of the National Science Foundation grant as set forth in grant number 0132534.

THE PARTIES HAVE READ THE TERMS AND PROVISIONS OF THIS AGREEMENT AND HEREBY GIVE THEIR VOLUNTARY CONSENT TO THAT AGREEMENT.

Oklahoma State University

Oklahoma State Regents for Higher Education

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
Chancellor

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #16:**

**Capital**

**SUBJECT:** Transmittal of Capital Improvement Projects to the State of Oklahoma Long-Range Capital Planning Commission

**RECOMMENDATION:**

**It is recommended that the State Regents authorize the transmittal of institutional capital improvement plans for the five (5) fiscal years 2004-2009 to the State of Oklahoma Long-Range Capital Planning Commission. The institutional capital improvement plans are presented in the supplement to this agenda.**

**BACKGROUND:**

The State of Oklahoma Long-Range Capital Planning Commission was created during the 1992 legislative session (62 O.S. 2001, Section 901). Its purpose was to establish a capital planning process that would result in an annually updated state capital improvement plan addressing all agency and institutional needs covering the next five years. The statute provides that the Oklahoma State Regents for Higher Education shall cooperate with the Commission by collecting from each institution and entity in The Oklahoma State System of Higher Education a detailed list of all capital projects anticipated for the next five years. Institutional listings identify projects that will require funding from state appropriations, as well as projects that will be self-funded by the institution from sources such as Section 13 and New College funds, revenue bond proceeds, auxiliary enterprise revenues and Section 13 Offset.

**POLICY ISSUES:**

None.

**ANALYSIS:**

Based on the information submitted by institutions and agencies, the Commission submits prior to each legislative session a state capital improvement plan to the Governor and legislative leadership that contains two sections. The first section includes projects identified by institutions and agencies that the Commission recommends for funding from state appropriations. The second section includes all self-funded projects that were identified by institutions and agencies.

The Commission's approach for development of a state capital improvement plan focuses on projects for which state appropriations are required. The Commission's evaluation process has in prior years placed a high priority on projects relating to telecommunications and technology, asset preservation, health and safety, and renovation of facilities.

A total of 882 capital projects are identified by State System institutions for submission to the Commission. These projects are summarized below by funding source. The report categorizes the institutions' submitted

project needs by the following funding categories: 1.) State Funds; 2.) Section 13 Offset Funds; 3.) General Obligation Bonds; 4.) Federal Funds; 5.) Revolving Funds; 6.) Gifts and Grants; 7.) Revenue Bond Funds; 8) Section 13 Funds, and 9.) Other Funds, including Oil Overcharge Funds and any other funding sources not listed.

<u>Source of Funds</u>	<u>Total</u>
State Funds	\$1,232,241,538
Section 13 Offset Funds	\$45,052,062
G.O. Bond Funds	\$89,268,000
Federal Funds	\$127,704,274
Revolving Funds	\$131,155,700
Gifts and Grant Funds	\$398,754,721
Revenue Bond Funds	\$498,191,282
Section 13 Funds	\$91,915,373
Other Funds	\$419,808,045
Total	\$3,034,090,995

Supplement

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #17-a:**

**Revenue Bonds  
Oklahoma State University  
Football Stadium**

**SUBJECT:** Review of Statement of Essential Facts

**RECOMMENDATION:**

**It is recommended that the State Regents certify to the Attorney General of Oklahoma that the Statements of Essential Facts for Oklahoma State University, Series 2003, in the amount of \$19,235,000 is substantially accurate.**

**BACKGROUND:**

For revenue bonds issued pursuant to Title 70, Oklahoma Statutes, Section 4001 through 4014, a Statement of Essential Facts shall be prepared by the issuing Board of Regents for the use of and information of prospective bond purchasers. Section 4014 of this statute requires that the State Regents examine the Statement of Essential Facts and, if found to be substantial accurate, certify such to the Attorney General of Oklahoma.

**POLICY ISSUES:** None

**ANALYSIS:**

The proceeds received from the sale of the Series 2003 bonds will be used (a) to construct, improve, renovate, enlarge and equip Phase I of the Football Stadium renovation, (b) to capitalize seventeen months interest, and (c) to pay the costs of issuance. The key feature of the proposed project is the addition of approximately 2,100 club seats and construction of eighteen suites, thirteen of which are available for public rental.

The bonds, to be issued on parity with the 1998 Athletic bonds, will be payable on September 1 each of the years 2004 through 2033 with interest payments commencing on February 1, 2004, and semiannually each year thereafter. The bonds are special obligations of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges. The University has pledged, as security for the bonds (1) the receipts of \$3.00 per credit hour from a portion of the Student Activity Fee, (2) the receipts from a municipal use tax collected by the City of Stillwater and transferred to the University, and (3) gross revenues generated from and made available to the University Athletics System Operations, including certain revenue from a donor seating program. The pledged revenues as anticipated by the University's Board, will provide sufficient revenue to: (1.) pay principal of and interest on the Bonds; and, (2.) maintain the reserve required in the Reserve Account for securing any bonds payable.

The Statement of Essential Facts as reflected in the Preliminary Official Statement for the Football Stadium has been reviewed and found to be substantially accurate. Projected revenue, as described in the Statement, will assure that revenues will be adequate to cover debt service requirements at a minimum coverage ratio of 1.58.

A concurrent resolution authorizing issuance of the bonds has been approved by the legislature. A copy of the Preliminary Official Statement is available for review.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #17-b:**

**Revenue Bonds  
University of Central Oklahoma  
Refinancing Revenue Bonds for the University Library and University  
Center and Parking Facilities**

**SUBJECT:** Review of Statement of Essential Facts

**RECOMMENDATION:**

**It is recommended that the State Regents certify to the Attorney General of Oklahoma that the Statements of Essential Facts for the University of Central Oklahoma, Series 2003, in the amounts of \$18,520,000 and \$7,880,000 are substantially accurate.**

**BACKGROUND:**

For revenue bonds issued pursuant to Title 70, Oklahoma Statutes, Section 4001 through 4014, a Statement of Essential Facts shall be prepared by the issuing Board of Regents for the use of and information of prospective bond purchasers. Section 4014 of this statute requires that the State Regents examine the Statement of Essential Facts and, if found to be substantial accurate, certify such to the Attorney General of Oklahoma.

**POLICY ISSUES:** None

**ANALYSIS:**

University Center: Issuance of \$18,520,000

The proceeds received from the sale of the Series 2003 bonds will be used (a) to provide defeasance of the Series 1993 bonds, and (b) make required deposits into the Bond Reserve Fund, and (c) for payment of costs of issuance.

The bonds to be issued as serial bonds will be payable on June 1 and December 1 for each of the years 2004 through 2023 with interest payments commencing on December 1, 2003, and semiannually each year thereafter. The bonds are special obligations of the Board of Regents for Oklahoma Colleges. The University has pledged, as security for the bonds the gross receipts of \$2.00 per credit hour Student Facility Fee, the gross receipts of \$25 annual parking fee, and gross receipts derived from the operation of the Auxiliary Enterprise. The University has also pledged as security a Debt Service Reserve Fund in the form of a Debt Service Reserve Fund Surety Policy. The pledged revenues as anticipated by the University's Board, will provide sufficient revenue to: (1.) pay principal of and interest on the Bonds; and, (2.) maintain the reserve required in the Reserve Account for securing any bonds payable.

The Statement of Essential Facts as reflected in the Preliminary Official Statement for the University Center

and Parking Facility has been reviewed and found to be substantially accurate. Projected revenue, as described in the Statement, will assure that revenues will be adequate to cover debt service requirements at a minimum coverage ratio of 2.84. The minimum coverage ratio without the pledged auxiliary revenues based on student fees alone is 1.58.

A concurrent resolution authorizing issuance of the bonds has been approved by the legislature. A copy of the Preliminary Official Statement is available for review.

University Library: Issuance of \$7,880,000

The proceeds received from the sale of the Series 2003 bonds will be used (a) to provide defeasance of the Series 1993 bonds, and (b) make required deposits into the Bond Reserve Fund, and (c) for payment of costs of issuance.

The bonds to be issued as serial bonds will be payable on June 1 and December 1 for each of the years 2004 through 2023 with interest payments commencing on December 1, 2003, and semiannually each year thereafter. The bonds are special obligations of the Board of Regents for Oklahoma Colleges. The University has pledged, as security for the bond the gross receipts of \$2.50 per credit hour Library Fee. The University has also pledged as security a Debt Service Reserve Fund in the form of a Debt Service Reserve Fund Surety Policy. The pledged revenues as anticipated by the University's Board, will provide sufficient revenue to: (1.) pay principal of and interest on the Bonds; and, (2.) maintain the reserve required in the Reserve Account for securing any bonds payable. The University has entered into a Fee Covenant that states that it will impose and collect pledged fees sufficient to equal at least 1.25 times the annual debt service requirements.

The Statement of Essential Facts as reflected in the Preliminary Official Statement for University Library has been reviewed and found to be substantially accurate. Projected revenue, as described in the Statement, will assure that revenues will be adequate to cover debt service requirements at a minimum coverage ratio of 1.28.

A concurrent resolution authorizing issuance of the bonds has been approved by the legislature. A copy of the Preliminary Official Statement is available for review.

The University will save an estimated \$135,240 annually, by taking advantage of this refinancing opportunity and availing itself of the historically low interest rates.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #17-c:**

**Revenue Bonds  
Southwestern Oklahoma State University  
Wellness Center Facility**

**SUBJECT:** Review of Statement of Essential Facts

**RECOMMENDATION:**

**It is recommended that the State Regents certify to the Attorney General of Oklahoma that the Statements of Essential Facts for Southwestern Oklahoma State University, Series 2003, in the amount of \$8,000,000 is substantially accurate.**

**BACKGROUND:**

For revenue bonds issued pursuant to Title 70, Oklahoma Statutes, Section 4001 through 4014, a Statement of Essential Facts shall be prepared by the issuing Board of Regents for the use of and information of prospective bond purchasers. Section 4014 of this statute requires that the State Regents examine the Statement of Essential Facts and, if found to be substantial accurate, certify such to the Attorney General of Oklahoma.

**POLICY ISSUES:** None

**ANALYSIS:**

The proceeds received from the sale of the Series 2003 bonds will be used (a) to construct, acquire, furnish and to equip a Wellness Center and renovate and expand the current Student Center, (b) to fund the required Reserve Fund, and (c) to pay the costs of issuance.

The bonds, to be issued as fully registered bonds, will be payable on July 1 each of the years 2004 through 2023 with interest payments commencing on July 1, 2004, and semiannually each year thereafter. The bonds are special obligations of the Board of Regents for Oklahoma Colleges. The University has pledged, as security for the bonds, the gross receipts of \$7.30 per credit hour Student Facility Fee, and the earnings from the Reserve Fund. The University has also pledged as security a Debt Service Reserve Fund in the form of a Debt Service Reserve Fund Surety Policy. The pledged revenues as anticipated by the University's Board, will provide sufficient revenue to: (1.) pay principal of and interest on the Bonds; and, (2.) maintain the reserve required in the Reserve Account for securing any bonds payable.

The Statement of Essential Facts as reflected in the Preliminary Official Statement for the Wellness Center has been reviewed and found to be substantially accurate. Projected revenue, as described in the Statement, will assure that revenues will be adequate to cover debt service requirements at a minimum coverage ratio of 1.6.

A concurrent resolution authorizing issuance of the bonds has been approved by the legislature. A copy of the Preliminary Official Statement is available for review.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #18:**

**Master Lease**

**RECOMMENDATION:**

**It is recommended that the State Regents authorize submission to the Council of Bond Oversight an additional project for the 2003B Master Lease Series in the amount of \$700,000. The total projects from nine entities for this series amount to approximately \$19.4 million.**

**BACKGROUND:**

The Oklahoma State Legislature approved in May 1999, Senate Bill 151, which authorized the State Regents to establish a master lease program. State System entities may enter into lease agreements for projects having a project value of at \$50,000 up to a maximum of \$10 million. The terms of the lease agreements will vary by the useful life of the equipment purchases.

The State Regents' office works in conjunction with the Oklahoma Development Finance Authority (ODFA) to administer this program with each institutional lease purchase agreement submitted to the State Bond Oversight Commissions for approval. The institutional governing boards have given prior approval of all equipment purchases submitted under this program. The State Regents at the May 30 2003, meeting approved the initial submissions from the nine entities totaling approximately \$18.7 million in projects.

**POLICY ISSUES:**

Recommendation is consistent with current State Regents' policy.

**ANALYSIS:**

The Master Lease Purchase Program provides the State System entities a method of financing major personal property acquisitions at significant efficiencies from both financing aspects and administration. This program is designed to provide flexibility in acquiring new capital equipment by allowing lease purchase payments or debt service payments to be made on a monthly basis from current capital and operating funds. Individual sub-lease agreements will be entered into with each participating institution and the State Regents, under the terms of the Master Lease Purchase Agreement. The institution's fee structure shall be based on the individualized purchase package and interest rates available on the day of bond pricing.

The second series for FY2003 includes seven system institutions and two related entities with an estimated total of approximately \$19.4 million of equipment purchases. The State Regents at the May 30, 2003, meeting approved the submission of projects to be included in this issuance.

The University of Oklahoma has requested that an additional project be added to their previously approved listing, making their total authorization for financing \$3,620,966. The additional project is the purchase of an offset printing press in the amount of \$700,000. As a summary of the complete submission the following

table has been updated to include the additional project.

<b>Institution</b>	<b>Total Amount to be Financed in August Issue</b>
Oklahoma State University	\$1,800,000
Redlands Community College	\$150,000
University of Oklahoma	\$3,620,966
Mesonet – University of Oklahoma	\$500,835
Seminole State College	\$880,000
McCurtain County Higher Education Center	\$275,000
Northeastern State University	\$9,000,000
University of Oklahoma Health Sciences Center	\$1,406,000
University of Central Oklahoma	\$1,797,065
Total for August Issue	\$19,429,866

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #18.1:**

**Investment Policy**

**SUBJECT:**

Posting of amendment to policy on earnings distribution

**RECOMMENDATION:**

**It is recommended that the State Regents approve for posting an amendment to the policy on earnings distribution.**

**BACKGROUND:**

At the September 2002 meeting, State Regents approved a contract with Hammond Associates of St. Louis to serve as investment consultants for management of the State Regents' Endowment Fund. The firm has undertaken a thorough review of the Regents' policies on asset allocation, spending, and portfolio evaluation. The private equity class was added at the meeting of April 3, 2003.

**POLICY ISSUES:** This action posts an amendment to Earnings Distribution (II-4-74).

**ANALYSIS:**

Hammond Associates recommends consideration of amendments that would more closely conform to practices by other endowments of comparable size and cushion endowment distributions to institutions from dramatic swings in market performance. Regents' longtime policy has been a distribution of five percent of the end-of-fiscal-year market value. Proposed for posting and approval in September is a distribution of four and one-half percent of the three-year average of market value at June 30.

**Earnings Distribution**

The investment committee shall recommend to the board the distribution at the end of each fiscal year. The distribution will not necessarily be equivalent to actual earnings during the year, but to maintain a distribution rate from year to year that, as a goal, will approximate 5% four and one-half percent of the asset values based on an average of the past three years for the endowment trust fund.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #19-a:**

**Electronic Library Databases.**

**SUBJECT:** Acceptance of grant from the Oklahoma Department of Libraries (ODL) to be used by OneNet for the purchase of Books in Print with Reviews.

**RECOMMENDATION:**

**It is recommended that the State Regents accept a grant from the Oklahoma Department of Libraries in the amount of \$870,880 and approve an agreement with ODL for the continued licensing of General Periodicals, FirstSearch, and Books in Print with Reviews.**

**BACKGROUND:**

At the January 24, 1997 meeting, the State Regents accepted a grant from the Oklahoma Department of Libraries in the amount of \$325,000 in order to license OCLC FirstSearch for a one year period. Since that time, library database license agreements have been implemented each year using funds from ODL. The success of these efforts in state licenses for electronic databases has been widely recognized. OneNet infrastructure has allowed libraries from across the state to share electronic resources that were previously inaccessible or simply too costly for many individual libraries to acquire.

**POLICY ISSUES:**

The action recommended is consistent with State Regents' purchasing policies and with the actions previously taken related to database agreements. With respect to the continuation of the ODL contract, this is a routine contract extension as contemplated by the State Regents' *"Rules of Operations – Delegation of Authority to Chancellor"* (II-1-25.1).

**ANALYSIS:**

The ODL proposes to provide a grant to the State Regents' OneNet operation for the purpose of renewing the statewide license to the General Periodicals, FirstSearch, and Books in Print with Reviews databases. Through OneNet, access would be provided to all libraries in the state, all state agencies, and all educational entities. EBSCO will provide access to this collection of resources, with the cost for the license agreement for FY 2004 being \$870,880.

This collaborative project with the ODL allows the State Regents' OneNet operation to provide a valuable service to academic libraries, schools, public and special libraries, and citizens across the state. The arrangement will provide benefits for all parties involved, including expanded services and reduced costs.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #19-b:**

**System Efficiencies**

**SUBJECT:** Approval of OneNet to serve as an Application Service Provider (ASP) and provide hosted Exchange services including email, calendaring and task management.

**RECOMMENDATION:**

**It is recommended that the State Regents authorize the Chancellor to proceed with the design, development and deployment of hosted Exchange services to institutions of higher education and other OneNet constituents on a voluntary basis.**

**BACKGROUND:**

In an effort to increase efficiencies in the state system in support of the State Regents' work plan, OneNet has moved aggressively in recent months to establish technology offerings that will realign the network from merely transport to a Knowledge Information Network. Moreover, harnessing the capabilities of the network and its statewide reach is not only seen as logical, but extremely critical in this budgetary climate. Creating a critical mass of services and technologies at the network core provide opportunities to all system institutions to reduce overhead and ultimately increase efficiencies and cost savings.

Subsequent to dialogue with various institutions, it was determined that email and calendaring were the most sought after service offerings. Specifically, Microsoft Outlook was the preferred application and provides the requisite elements for day-to-day operations. Cameron University, along with the Higher Education Centers, has demonstrated a need for these services and will be the initial constituents brought into the system. Further, the State Regents' office and the Oklahoma Guaranteed Student Loan Program will also migrate to the hosted solution in order to benefit from the lower costs generated by economies of scale.

In addition to creating a framework of efficiencies for higher education, it will provide additional technical resources that can directly support the State Regents' efforts with regard to economic development. These services and offerings can potentially be provided to business incubators as they grow their companies and drive community and regional economic development. Further, this service will also provide a vital linkage to potential Voice-Over-IP services. For example, hosted Exchange will enable the network to provide converged communications solutions – meaning both email and voice mail will be integrated into a client's Outlook in-box.

**POLICY ISSUES:**

State Regents' policy requires State Regents' action on contracts and expenditures greater than \$25,000.

**ANALYSIS:**

To provide a reliable solution for hosted Exchange, OneNet will be required to acquire additional hardware and software that will be centrally located at its operations center in Oklahoma City. The configurations

defined by OneNet can support up to approximately four thousand clients – depending on the storage allocation for each client as well as the type of user.

The hardware configuration is fully redundant and will provide increased reliability and recoverability. Below are some of the operational advantages of the hosted Exchange service:

Equipment Highlights

- Redundant Exchange servers for automated failover
- High availability disk storage array.

Functional Highlights

- Multilayer Firewall
- Stateful Inspection
- Integrated Virtual Private Networking (VPN) for Enterprise policy scenario
- Integrated Intrusion Detection
- Smart Application Filters
- Advanced Authentication
- E-mail Content Screening
- Rules-based filtering and consolidation reduce extraneous event data
- Microsoft Operations Manager delivers enterprise-class operations management by providing comprehensive event management, proactive monitoring and alerting, reporting and trend analysis.

The total estimated cost of the hardware and software to deploy this solution is approximately \$222,000.

Hardware Total	\$122,126.00
Software Total	\$70,982.96
Provisioning Software	\$27,333.33
<u>Microsoft Certified Partner</u>	<u>\$1,450.00</u>
<b>Total</b>	<b>\$221,892.29</b>

Over a three-year depreciation schedule with 2,000 clients, OneNet will achieve full cost recovery. This includes staff overhead required to support the offering. It is important to note that the State Regents and the Oklahoma Guaranteed Student Loan Program have an actual cost of approximately \$18.00 per user for a less reliable system. Under the hosted Exchange solution, this cost will be reduced to approximately \$4.00 per FTE and a savings of over \$50,000 per year. To allow for technology refresh and staff overhead, it is recommended that OneNet charge public institutions approximately \$5.00 per client license. This assures a maximum in savings to the institutions as well as the State Regents’ office. Enhanced rates could be offered to non-higher education constituents to further reduce operational overhead as well as per-user cost over time. Commercial rates run from \$10.00 to \$20.00 per client license.

To increase participation in this offering, OneNet market its availability to constituent groups throughout the state. The network will also partner with vendors to increase the service’s reach and awareness.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
 June 30, 2003

**AGENDA ITEM #20-a:**

**Legislature Summary**

**SUBJECT:** Summary of Legislation from the 2003 Session

**RECOMMENDATION:**

**For information purposes only.**

**BACKGROUND:**

At their December 5, 2002 meeting, the State Regents adopted their legislative agenda for the 2003 session. The legislative priorities included budget needs, expanded authority related to tuition and fees, addressing the eligibility of undocumented immigrant students for state financial aid, and recommended system efficiencies.

**ANALYSIS:**

The table below lists the specific elements of the State Regents 2003 legislative priorities and describes any related legislative action.

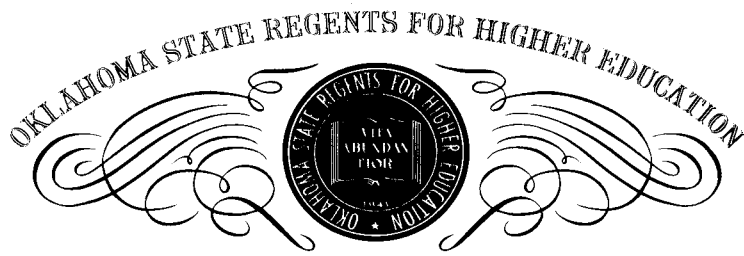
Legislative Priorities – 12/5/02	Legislative Action – 2003 Session
Priority budget needs for FY2004 - \$51.3 m <ul style="list-style-type: none"> <li>• Mandatory costs - \$25 m</li> <li>• Scholarships and grants - \$7.7 m</li> <li>• Brain Gain funding - \$13.5 m</li> <li>• Funding for new facilities - \$5.1 m</li> </ul>	Total appropriation - \$767.9 m, a reduction of \$83.4 m or 9.8% from the original FY2003 appropriation. <ul style="list-style-type: none"> <li>• Institution allocations cut 9.99%</li> <li>• OHLAP increased \$6.3 million; other scholarships and grants reduced \$2.5 million</li> <li>• Brain Gain cut \$250,000</li> <li>• No funding for new facilities</li> </ul>
Restore FY2003 funding cuts - \$48.6 m	FY2003 funding cuts were not restored

Legislative Priorities – 12/5/02	Legislative Action – 2003 Session
<p>Tuition and Fees</p> <ul style="list-style-type: none"> <li>• Increase limit on annual resident tuition increases from 7% to 15%;</li> <li>• Remove the annual limit on increases in nonresident tuition;</li> <li>• Continue devolution of tuition and fee authority to governing boards and State Regents.</li> </ul>	<p>The Legislature passed HB 1748 which:</p> <ul style="list-style-type: none"> <li>• Removed the 7% cap in annual resident tuition increases and the 9% cap for nonresident tuition increases;</li> <li>• Authorized the State Regents and governing boards to set resident tuition and fees up to the average of peer institutions and nonresident tuition up to 105% of nonresident tuition of peer institutions.</li> </ul>
<p>Requested the Legislature to address the eligibility of undocumented immigrant students (nonqualified aliens) for state financial aid programs.</p>	<p>The Legislature adopted SB 596 which authorizes students without legal immigration status to be eligible for:</p> <ul style="list-style-type: none"> <li>• Enrollment in a State System institution;</li> <li>• Resident tuition rates;</li> <li>• State financial aid programs.</li> </ul> <p>To qualify, these students must:</p> <ul style="list-style-type: none"> <li>• Reside in the state with a parent or guardian for at least two years prior to high school graduation or completion of the GED;</li> <li>• File an affidavit stating that they have filed or will file an application to legalize their immigration status.</li> </ul>
<p>System efficiencies (from business officers)</p> <ul style="list-style-type: none"> <li>• Mandatory direct deposit;</li> <li>• Exception to \$1,000 limit on postage stamp purchases for scientific research or community development;</li> <li>• Proceeds collected in lieu of sales tax on college event admission tickets to be used for gender equity purposes;</li> <li>• Increase minimum value of “Public Construction Contracts” and contracts required to be bid from \$25,000 to \$100,000;</li> <li>• Delete statutory requirement that institutions contract with at least two travel agencies.</li> </ul>	<ul style="list-style-type: none"> <li>• No change in direct deposit.</li> <li>• SB 246 authorized the exception to the \$1,000 limit on postage stamp purchases.</li> <li>• No authorization was approved related to college event admission tickets.</li> <li>• No changes were made to the minimum value of “Public Construction Contracts” or contracts required to be bid</li> <li>• No changes in travel agency contracting requirements</li> </ul>
<p>Monitor possible legislation to create K-12 student record system with potential consideration of endorsement.</p>	<p>HB 1646 established some standards and compliance capabilities for the State Department of Education to follow in the development of a student record system.</p>

### **Other Bills Related to Higher Education:**

- **Lottery:** HB 1278 and SJR 22 authorize a statewide vote on the creation of a state lottery. The vote is expected to be held at the next general election in November 2004. The legislation authorizes a portion of the proceeds to be available for appropriation for scholarships and grants, higher education construction and capital projects, higher education technology, and endowed chairs.
- **Teacher's Retirement Changes:** HB 1362 made several significant changes to the Oklahoma Teachers Retirement System (OTRS): (1) New employees at the comprehensive universities that are at least 45 years old may opt out of OTRS at the time of their employment; (2) The vesting period for all participants in OTRS is reduced from 10 years to 5 years [at least 10 years of service will still be required for the participant to receive the retiree health insurance subsidy]; (3) At least 50% of the interest earned on any employee contributions will be paid to the participant if withdrawn [previously, no interest was paid for any employee contribution withdrawals within the first seven years of service].
- **Tuition Equalization Grant Program:** SB 520 creates the Oklahoma Tuition Equalization Grant Program. Contingent on the availability of funds, the program will provide grants of up to \$2,000 for resident full-time undergraduate students attending accredited private universities in Oklahoma. The income of the student or their family may not exceed \$50,000.
- **Oklahoma Higher Learning Access Program (OHLAP):** SB 326 modifies the funding priorities of OHLAP awards in the event of insufficient funding. For first-time award recipients the distinction between those who enrolled in the 8<sup>th</sup> or 9<sup>th</sup> grade versus those who enrolled in the 10<sup>th</sup> is eliminated. Priority for first-time recipients will go to those with the greatest financial need.
- **Office of Accountability:** HB 1767 transfers the Office of Accountability from the State Department of Education to the Oklahoma State Regents for Higher Education. The Office of Accountability produces annual "report cards" for all K-12 school sites in Oklahoma.
- **Oklahoma College Savings Plan:** SB 312 exempts assets in an Oklahoma College Savings Plan account from forced sale for payment of debts.





**WHEREAS**, the Oklahoma Legislature and the Governor appropriated \$767.9 million to Oklahoma higher education for FY 2004, a reduction of 83.4 million from the FY 2003 appropriation; and,

**WHEREAS**, the second consecutive year of shortfall in certified revenue estimates for FY 04 caused the legislature and governor to appropriate 12.1 percent (\$677.6 million) less in FY 2004; and,

**WHEREAS**, funding cuts for state agencies averaged 16.21 percent compared to the 9.79 percent for higher education; and,

**WHEREAS**, the Legislature and Governor enacted House Bill 1748, a measure providing greater flexibility for colleges and universities to assess local markets and request tuition levels that will maintain both quality and access; and,

**WHEREAS**, the constrained cut of the lump-sum higher education appropriation required only \$6.3 million to be reallocated from higher education programs in order to provide OHLAP scholarships to an increased number of students who have spent the last four years meeting rigorous requirements of the program; and,

**WHEREAS**, state leaders continue to recognize the importance of Oklahoma higher education as the economic engine driving the economy and are supportive of efforts to improve Oklahoma's intellectual capital.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Oklahoma State Regents for Higher Education

1. Express appreciation to Governor Henry and legislative leadership for their attention to and support of Oklahoma higher education and their recognition that the higher education investment is a key driver of Oklahoma's economy.
2. Request special funding assistance from the Governor and Legislature to restore and prevent further erosion to higher education operating budgets and to ensure that the State's promise to Oklahoma youth and families for an OHLAP scholarship is honored.

\_\_\_\_\_  
James D. Harrel, Secretary

\_\_\_\_\_  
Carl R. Renfro, Chairman

I hereby certify that the above is a true and correct statement of action taken by the Oklahoma State Regents for Higher Education on June 30, 2003.

\_\_\_\_\_  
Paul G. Risser, Chancellor



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #21:**

**New State Regents Assignment**

**SUBJECT:** Acceptance of Transfer

**RECOMMENDATION:**

**It is recommended that the State Regents accept the transfer of the Office of Accountability from the State Department of Education, as effectuated by House Bill 1767, enacted during the recently concluded legislative session.**

**BACKGROUND:**

In the closing days of the 2003 legislative session, House Bill 1767 was amended to transfer the responsibility for housing the Office of Accountability from the State Department of Education to the State Regents. The particulars of the transfer were determined by the Legislature without substantial input by the Chancellor and staff. Partly for that reason, and partly because of the unique mission and governance structure for the Office of Accountability, several operational challenges are presented.

The Office of Accountability was created to assist the Education Oversight Board (EOB) and the Secretary of Education in monitoring the implementation and effectiveness of common education reforms created in 1989 by the historic House Bill 1017. The Secretary and the (EOB) both have important roles in directing the staff and work of the Office of Accountability. The Office of Accountability is presently housed at the state Department of Education but discussions are underway to move it to the State Regents' offices for reasons of administrative efficiency. Such a move would involve four (4) Office of Accountability employees.

**POLICY ISSUES:**

Although the Office of Accountability's responsibilities are confined to the common education arena, there are strong connections between its research mandate and many of the activities included in the State Regents' K-16 agenda.

**ANALYSIS:**

Although this transfer was not sought by the State Regents, it reflects legislative confidence in the State Regents' ability to coordinate its K-16 initiatives with the research and statistical agenda of the Office of Accountability. Incorporating the Office of Accountability into the structure of the State Regents' office will present some challenges and we expect ongoing dialogue with legislative leaders about the future of this relationship.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #22:**

**Oklahoma Supreme Court Decision Disapproving Capital Bond Issue**

**SUBJECT:** Authorization of *Amicus* Brief Seeking Rehearing

**RECOMMENDATION:**

**It is recommended that the State Regents authorize the Chancellor and General Counsel to participate, on behalf of the State Regents, in an application to participate *Amicus Curiae* in a request for rehearing.**

**BACKGROUND:**

**The litigation.** On June 3, 2003, the Oklahoma Supreme Court handed down a decision in which it rejected the Oklahoma Capitol Improvement Authority's (OCIA) applications for approval of various bond projects, including specifically 2002 Series C or D. The proposed bonds (State Facilities Revenue Bonds, Series 2002C) were authorized in an amount not to exceed \$155 million, and Series 2002D (Taxable – the Capitol Dome) in an amount not to exceed \$20 million. The proposed \$175 million in bonds constituted the second half of the \$325 million bonds originally authorized in 1998. The proceeds from the proposed (Phase II) \$175 million bonds were allocated to twenty-seven state agencies, including \$30 million for higher education. Thus the Court's ruling was a significant blow to the institutions that had projects in the bond issue.

**The constitutional requirement that the purpose of the projects be specified.** The Court's "bottom line" basis for its ruling was as follows:

The deciding issue ... is whether the 2000 amendments ... satisfy the purpose-of-borrowing requirement in Okla. Const., art. 10, §16. We find [that] the 2000 amendments authorize the issuance of bonds without specifying the purposes for which the bond proceeds may be used. We determine that the 2000 amendments ... do not satisfy the purpose-of-borrowing requirement in Okla. Const., art. 10, §16. We hold that the proposed bonds are not properly authorized .... [Internal statutory citations omitted.]

In other words, the Legislature's failure to specify the purposes of the various allocations was fatal to the authorizing statute's validity.

**A specificity rule as applied to higher education.** However, although this constitutional defect was sufficient to invalidate the other projects, the Court indicated that it did not necessarily apply to higher education:

“We recognize ... that appropriations for the institutions in the Oklahoma State System of Higher Education must be made in consolidated form without reference to any particular institution to be allocated by the Oklahoma State Regents for Higher Education according to the needs and functions of each institution. Okla. Const., art. 13-A, § 3.... The Oklahoma State Regents aside, our decision today determines that the 2000

amendments to § 301 do not satisfy the constitutional requirements for borrowing with respect to twenty-six of the identified twenty-seven state agencies. Even if the allocation of some \$30 million bond proceeds to the Oklahoma State Regents in § 301(A)(16)(m) satisfies the purpose-in-borrowing requirement in light of Article 13-A of the state constitution, that allocation cannot be saved.” [Emphasis added.]

**Why couldn’t the higher education be severed and saved?** The Court then went on to describe the legal standard to be applied in considering whether the apparently valid higher education portion could be severed (and saved) from the invalidated portion in the absence of an express severability clause. The Court explained:

The Legislature did not expressly provide for the severability of the 2000 amendments to §301. In the absence of a severability clause, the offending portion of a statute may be severed from the non-offending portion, if it appears that 1) the Legislature would have enacted the statute without the offending portion and 2) the non-offending portion is capable of standing alone.

After severing the allocations to twenty-six of the identified twenty-seven state agencies, only saving that to the Oklahoma State Regents, not enough remains in the statute to carry out the legislative intent. Stated in another way, the unconstitutional portion of the 2000 amendments to §301 are such a significant portion of the whole as to make it impossible to give effect to the legislative authorization for the borrowing by saving only the allocation to the Oklahoma State Regents. Accordingly, the allocation of bond proceeds to the Oklahoma State Regents ... cannot stand alone ....

**Rehearing.** Under Supreme Court rules, the losing party (OCIA) may request “rehearing” within twenty days of the Court’s decision. The purpose of rehearing is to give the Court a chance to correct “mistakes.” In the vast majority of cases in which rehearing is requested, it is denied. But, not always. Once OCIA requests rehearing, others with an interest in the outcome can ask the Court for the opportunity to file a friend-of-the-court.

#### **POLICY ISSUES:**

The recommended action is consistent with prior State Regents’ actions approving the higher education projects in the proposal rejected by the Supreme Court.

#### **ANALYSIS:**

This action will help keep higher education infrastructure needs in front of state policy-makers. Although rehearing is rarely granted by the Supreme Court,

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #23:**

**Commendations**

**SUBJECT:** Recognitions

**RECOMMENDATION:**

**It is recommended that the State Regents accept this report and issue commendations for state and national recognitions.**

State Regents' staff and volunteer project coordinator have received the following state and national recognitions:

- DOLORES MIZE, Associate Vice Chancellor and Special Assistant to the Chancellor, has accepted an invitation to keynote a conference for the New Mexico ACT Council in November.
- KYLE DAHLEM, Director for Teacher Education, and TRACY FREDMAN, OTEP Coordinator, presented Oklahoma's teacher mentor program at the National Association of Teacher Educators 2003 Summer Conference in New Orleans in January. Dr. Fredman will present Oklahoma's P-16 teacher assessment system at the Summer Association of Teacher Educators in Santa Fe in August.
- ARMANDO PENA, Director of Student Preparation, has been invited to serve on the House Latino Task Force 2003. He has also been asked to serve on an advisory committee to *The Daily Oklahoman* on educational support for Hispanic students and the community.
- CHANCELLOR RISSER will join higher education CEOs from four other states and the National Center for Public Policy and Higher Education in presenting the national student learning assessment project in July at the State Higher Education Executive Officers Association annual meeting. In June, he presented a session for the Scientific Committee on Problems of the Environment (SCOPE) 47th Open Executive Committee Meeting on "Managing Societal and Natural Resources" in Granada, Spain. Also in June, the Chancellor chaired an advisory group in Albuquerque to assist the National Science Foundation Long-Term Ecological Research Program. In June, the Chancellor presented on "Athletic Certification" to the National Collegiate Athletic Association Commissioners Meeting in Lexington. In April, the Chancellor chaired an external review of the Illinois Natural History Survey.
- LES RISSER, Volunteer Project Coordinator, has been accepted into the Leadership Oklahoma 2003-2004 class.

It is recommended that the State Regents accept this report and commend staff and the volunteer project coordinator for state and national efforts noted above.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-a (1):**

**Program Modifications**

**SUBJECT:** Approval of institutional requests.

**RECOMMENDATION:**

**It is recommended that the State Regents approve modifications to existing programs, as described below.**

**BACKGROUND:**

University of Oklahoma

1 degree program requirements change

University of Oklahoma Health Sciences Center

3 degree designation changes

1 degree program name change

4 option additions

Oklahoma State University

3 option additions

13 option deletions

Northeastern State University

1 option addition

4 option deletions

Northwestern Oklahoma State University

1 degree program requirements change

2 degree designation changes

1 degree program name change

University of Central Oklahoma

2 option deletions

Redlands Community College

4 option additions

3 degree requirement changes

1 degree designation change

Rose State College

1 degree program name change

2 option additions

1 option deletion

Seminole State College

1 degree program requirement change

Tulsa Community College

1 degree designation change

8 degree program name changes

17 option additions

5 option deletions

3 option name changes

## **POLICY ISSUES:**

These actions are consistent with the State Regents' *"Policy Statement on Program Approval."*

## **ANALYSIS:**

### **OU – Bachelor of Fine Arts in Musical Theatre (342)**

Degree program requirement changes:

- add one new course, MTHR 1111 Musical Theatre Movement;
- delete MTHR 4181 Business Seminar due to content duplication in another course;
- renumber and rename several courses to reflect present sequencing and course content;
- change prerequisites to accommodate selected non-majors;
- decrease the total number of credit hours required for the degree by one hour (from 133-143 to 132-142); and
- no new funds required and no funds available for reallocation.

### **OUHSC – Master of Health Administration in Health Administration (067)**

**Master of Public Health in Biostatistics and Epidemiology (006)**

**Doctor of Public Health in Public Health (007)**

Degree designation changes:

- change each program from an academic program to a professional program and transfer academic authority from the Graduate College to the College of Public Health at OUHSC;
- this change will be reflected in internal degree coding, but will not change the program names;
- OUHSC has initiated an aggressive focus on public health as a professional practice specialty;
- these changes are consistent with the focus and direction of the national accrediting bodies OUHSC affiliates these programs with, the Council on Education for Public Health and the Accrediting Commission on Education for Health Services Administration;
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

### **OUHSC - Master of Public Health in Biostatistics and Epidemiology (006)**

Degree name change and option additions:

- change degree name to Master of Public Health in Public Health;
- add "biostatistics and epidemiology," "health administration and policy," "occupational

- and environmental health,” and “health promotion sciences” options;
- changes will restructure programs into one umbrella program under the College of Public Health;
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

**OSU – Master of Science in Human Resources and Adult Education (204)**

Option deletions:

- delete “adult and continuing education” and “human resource development” options;
- curriculum under last year’s reorganization of the College of Education is more inclusive and eliminates the need for options;
- no courses will be deleted; and
- no funds will be available for reallocation.

**OSU – Master of Science in Applied Behavioral Studies (068)**

Option deletions:

- delete “gifted and talented” and “special education” options;
- curriculum is now included within the “educational psychology” option or as a separate option under the Master of Science in Teaching, Learning, and Leadership degree program (057);
- two students remain in the “gifted and talented” option, and will graduate as planned;
- no courses will be deleted; and
- no funds will be available for reallocation.

**OSU – Master of Science in Counseling and Student Personnel (194)**

Option addition and deletions:

- add “school counseling” option;
- delete “elementary school counseling” and “secondary school counseling” options;
- curricula from the deleted options will be consolidated into the new option;
- students will be moved to the new consolidated option in a seamless fashion;
- no courses will be deleted or added; and
- no new funds required and no funds available for reallocation.

**OSU – Bachelor of Science in Human Development and Family Science (094)**

Option addition and deletions:

- add “child and family services” option;
- delete “preprofessional” and “individual, family, and counseling” options;
- curricula from the deleted options will be consolidated into the new option;
- no courses will be deleted or added; and
- no new funds required and no funds available for reallocation.

**OSU – Bachelor of Science in Hotel and Restaurant Administration (130)**

Option deletions:

- delete “hotel administration” and “restaurant management” options;
- the curriculum core was modified to provide a concentrated education in both areas;
- no courses will be deleted or added; and
- no funds will be available for reallocation.

**OSU – Master of Science in Hospitality Administration (404)**

Option deletions:

- delete “restaurant administration,” “hospitality education and instruction,” and “lodging administration” options;
- students choose their area of specialization through individual research;
- no courses will be deleted or added; and
- no funds will be available for reallocation.

**OSU – Master of Science in Human Environmental Sciences (427)**

Option addition:

- add “family and consumer resources” option;
- new option provides a graduate-level curriculum, teaching the knowledge and skills needed by county-level educators who serve the general population;
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

**NSU – Master of Education in Special Education (089)**

Option addition and deletions:

- add “general special education” option;
- delete “administration,” “early childhood,” “gifted,” and “speech-language pathology” options;
- new option consolidates the administration, early childhood and gifted coursework into on general special education degree plan;
- the “speech-language pathology” option was changed to an independent program (see Degree Program Reconciliation agenda item);
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

**NWOSU – Bachelor of Science in Computer Science (049)**

Degree program requirement changes:

- restructure curriculum, adding two mathematics, one e-commerce, and two computer science courses to the list of required coursework, while deleting outdated computer science courses;
- add additional e-commerce courses to list of electives;
- change course names for CMSC 3913 (from Numerical Mathematics: Analysis to Numerical Analysis) and CMSC 4023 (from C++ Programming to Object-Oriented Programming);
- revisions reflect the evolving nature of the field;
- increase the total credit hours required for the major by one hour (from 41 to 42);
- add one new course; and
- no new funds required and no funds available for reallocation.

**NWOSU – Bachelor of Arts in Mass Communications (052)**

**Bachelor of Arts in Social Work (036)**

Degree designation changes:

- change each degree program from bachelor of arts to bachelor of science degree;
- revisions accurately reflect current curricula which include fewer than 80 credit hours of liberal arts and sciences;

- no courses will be deleted or added; and
- no new funds required and no funds available for reallocation.

**NWOSU – Bachelor of Science in Law Enforcement (022)**

Degree program name change:

- change degree program name to Bachelor of Science in Criminal Justice;
- revision reflects current terminology in the field;
- no courses will be deleted or added; and
- no new funds required and no funds available for reallocation.

**UCO – Bachelor of Business Administration in Marketing (021)**

Option deletion:

- delete “marketing-retail management” option;
- deletion is requested due to historically low enrollment;
- the degree offers enough flexibility that students may concentrate in retailing without choosing a specific option;
- one course will be deleted; and
- no funds will be available for reallocation.

**UCO – Bachelor of Science in Education in Family and Consumer Science (114)**

Option deletion:

- delete “family and consumer science – occupational” option;
- deletion is requested due to historically low enrollment;
- no courses will be deleted; and
- no funds will be available for reallocation.

**RCC – Associate in Applied Science in Criminal Justice (045)**

Option additions and degree requirement changes:

- add “collegiate officer program,” “correctional officer cadet,” and “criminal justice” options;
- options will provide training to meet demand for state criminal justice personnel, utilize partnerships with local training facilities, and enable students to gain CLEET certification;
- restructure curricular requirements for all options to increase specialty training to 24-27 hours, depending on the option;
- degree requirements will decrease from 64-65 to 61-64;
- no new courses are added; and
- no new funds required and no funds available for reallocation.

**RCC – Associate in Applied Science in Fitness Trainer (082)**

Degree designation change, option addition, and degree requirement changes:

- change degree designation to Associate in Science in Fitness Trainer;
- add “athletic training” option;
- restructure curriculum to include increased focus on anatomy and physiology;
- revised curriculum more realistically prepares students for employment or transfer to a four-year institution;
- total hours required for the degree will decrease from 64 credit hours to 63;
- athletic training option will require 66-68 total credit hours;
- no new courses will be added; and

- no new funds required and no funds available for reallocation.

**RCC – Associate in Applied Science in Nursing R.N. (023)**

Course requirement changes:

- add additional chemistry course option under physical science requirements;
- total credit hours to complete the degree will change from 70 credit hours to 69-70;
- changes will ease transferability among levels of nursing programs;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**Rose – Associate in Applied Science in Webmaster (121)**

Degree program name change and option addition:

- change degree program name to Associate in Applied Science in E-Commerce and Webmaster;
- add “e-commerce” option;
- curriculum for this option previously existed under the Associate in Applied Science in Business Administration (008);
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

**Rose – Associate in Applied Science in Business Administration (008)**

Option deletion:

- delete “e-commerce” option;
- curriculum under this option is being moved to the Associate in Applied Science in Webmaster (121);
- no new courses will be added; and
- no funds will be available for reallocation.

**Rose – Associate in Applied Science in Court Reporting (009)**

Option addition:

- add “captioning” option;
- new option will provide a specific career advancement path;
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

**SSC – Associate in Applied Science in Nursing (110)**

Degree program requirement changes:

- add BIOL 1214 Principles of Biology and NURS 1222 Applications of Clinical Microbiology as required courses, and delete MICR 2224 General Microbiology, the nutrition elective, and the guided elective;
- total hours earned were higher in actual practice than anticipated in the degree plans due to prerequisite requirements (students were taking the four-hour BIOL 1214 Principles of Biology as a general elective, for which 1-3 hours were specified in the degree plan);
- changes now reflect actual practice and conform to credit hour and semester limits set by the National League for Nursing Accrediting Commission and the Oklahoma Board of Nursing;
- total hours required for the degree will decrease from the listed 70-72 (73 hours in actual practice) to 68;
- no new courses will be added; and

- no new funds required and no funds available for reallocation.

**TCC – Associate in Applied Science in Fire Protection Technology (032)**

Degree designation change and degree program name change:

- change degree designation to Associate in Science;
- change degree name to Associate in Science in Fire and Emergency Services;
- restructure degree requirements to total 65 credit hours, including 38 hours of general education, 24 hours of core courses, and 3 hours from specified electives;
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

**TCC – Associate in Applied Science in Safety and Environmental Technology (161)**

**Certificate in Safety and Environmental Technology (160)**

Degree program name changes and option deletion:

- change degree names to Associate in Applied Science in Public Safety 911 and Certificate in Public Safety 911, respectively;
- delete “public safety 911” option from both programs;
- revisions reflect an upgrade of the current “public safety 911” options to programmatic level due to lack of enrollments in the generic degree program;
- curricular requirements will not change from those of the current options: 60-61 total credit hours for the associate in applied science and 24 credit hours for the certificate;
- ten Safety and Environmental Technology courses will be deleted;
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

**TCC – Associate in Applied Science in Design Engineering Technology (029)**

Degree program name change and option deletion:

- change degree name to Associate in Applied Science in Drafting and Design Engineering Technology;
- delete the “drafting and design engineering technology” option;
- curricular differences are insufficient to justify a separate option;
- total credit hours required will be 60-64 instead of 62;
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

**TCC – Associate in Applied Science in Telecommunications Technology (230)**

**Certificate in Telecommunications Technology (232)**

Degree program name changes and option additions:

- change degree names to Associate in Applied Science in Telecommunications and Certificate in Telecommunications, respectively;
- add “Cisco routing,” “system support,” and “information security” options to both programs;
- add “telecommunications management” option to the certificate program;
- options will allow students to specialize within the field;
- total credit hours remain the same for each degree program;
- five new courses will be added; and
- no new funds required and no funds available for reallocation.

### **TCC – Associate in Science in Business Administration (003)**

Option additions:

- add “management information systems,” “accounting, NSU transfer,” and “business, Oklahoma State University-Tulsa transfer option” options;
- total credit hours required for the degree will change from 61-64 to 61-65;
- no new courses will be added; and
- no new funds required and no funds available for reallocation.

### **TCC – Associate in Applied Science in Digital Video (098)**

Degree program name change, option name change, and option deletions:

- change degree program name to Associate in Applied Science in Computer Information Systems;
- change “applications software/MOUS preparation” option name to “Microsoft office specialist;”
- delete “applications software” and “oracle applications” options;
- name change reflects correction of original program request approved as “digital video,” when in fact, TCC intended it to be an option under the Computer Information Systems program;
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

### **TCC – Certificate in Drafting & CAD Technology (175)**

Degree program and option name changes:

- change degree program name to Certificate in Drafting and Design Engineering Technology;
- change “computer aided drawing” option name to “computer aided design certificate” and “computer aided design” option to “drafting and computer aided design certificate;”
- no courses will be added or deleted; and
- no new funds required and no funds available for reallocation.

### **TCC – Associate in Science in Marketing (222)**

Option addition:

- add “marketing, OSU transfer option” option;
- specialized course requirements will decrease by three credit hours, thereby decreasing the total credit hours required for the degree from 67-68 to 64;
- no courses will be added or deleted; and
- no new funds required and no funds available for reallocation.

### **TCC – Associate in Arts in Liberal Arts (009)**

Option addition:

- add “Native American emphasis” option;
- total credit hours will remain the same;
- five new courses will be added; and
- no new funds required and no funds available for reallocation.

### **TCC – Associate in Science in Human Services (228)**

Option addition:

- add “therapeutic recreation” option;

- total credit hours required for the degree remain the same;
- two new courses will be added; and
- no new funds required and no funds available for reallocation.

**TCC – Certificate in Child Development (206)**

Option additions:

- add “certificate of mastery,” “head start credential,” “infant/toddler certificate of mastery,” and “school-age care certificate of mastery” options;
- options are designed to meet the R.E.W.A.R.D. Oklahoma Supplement Scale and Head Start Program requirements;
- total credit hours required will range from 9 to 15 hours for these options;
- four new courses will be added; and
- no new funds required and no funds available for reallocation.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-a (2):**

**Program Modification Ratification**

**SUBJECT:** Ratification of approved institutional requests.

**RECOMMENDATION:**

**It is recommended that the State Regents ratify the approved modifications to existing programs, as described below.**

**BACKGROUND:**

University of Oklahoma (OU)  
21 course requirement changes

Northeastern State University (NSU)  
9 course requirement changes

Tulsa Community College (TCC)  
7 option name changes

**POLICY ISSUES:**

These actions are consistent with the State Regents' "*Policy Statement on Program Approval.*"

**ANALYSIS:**

**OU – Bachelor of Science in Education in Language Arts Education (143)**

Course requirement changes:

- Add ENGL 2313 and 2443 as required courses which reduces elective hours from 12 to six credit hours;
- total credit hours to complete the degree remain the same;
- changes in required courses will better prepare students to teach English and meet national accreditation standards;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Music in Music (172)**

Course requirement changes:

- Add MUTE 2020 and 4020 as required courses;
- total credit hours to complete the degree remain the same;
- changes in required courses will formalize a regular weekly laboratory for composition majors;

- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

#### **OU – Master of Music in Music (173)**

Course requirement changes:

- increase music ensemble requirement from two hours (two semesters) to four hours (four semesters);
- reduce music electives from 4-8 credit hours to 4-6 credit hours;
- reduce major instrument requirements from 8-12 credit hours to 8-10 credit hours;
- total credit hours to complete the degree remain the same;
- changes in required courses will better provide essential orchestral training and provide time appropriate for development of orchestral techniques;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

#### **OU – Bachelor of Arts in Communication (221)**

Course requirement changes:

- change the sequence of prerequisites;
- total credit hours to complete the degree remain the same;
- changes in required courses will control undergraduate numbers and put more rigor and communication fundamentals in place for future graduates;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

#### **OU – Doctor of Philosophy in Economics (049)**

Course requirement changes:

- substitute ECON 6313 for BAD 6243;
- total credit hours to complete the degree remain the same;
- change necessary because the Price College of Business will no longer offer BAD 6243;
- no courses added and BAD 6243 will be deleted; and
- no new funds required and no funds available for reallocation.

#### **OU – Bachelor of Arts in Mathematics (299)**

Course requirement changes:

- replace MATH 3513 with MATH 2513;
- MATH 4323 and MATH 4433 are no longer required courses;
- nine credit hours of 4000-level course are required, three credit hours of which are MATH 4513;
- delete three credit hours of guided electives (4193, 4333, 4443, 4653, and 4853);
- major credit hours required will decrease from 39 to 33 and upper-division credit hours will decrease from 27 to 18;
- students must earn a grade of “C” or better in all mathematics courses at the 3000-level or higher;
- total credit hours to complete the degree remain the same;
- changes will streamline degree programs to offer more flexibility and provide an earlier entry point to core mathematics;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Fine Arts in Art in Art (268)**

Course requirement changes:

- revision of admission requirements to include a portfolio review;
- total credit hours to complete the degree remain the same;
- changes will standardize program admission policies;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Fine Arts in Art in Art History (014)**

Course requirement changes:

- revision of core requirements;
- no more than nine credit hours of museum studies courses or internships may be used for upper-division or Art History elective credit;
- total credit hours to complete the degree remain the same;
- changes will allow the program to include a larger number of internship options;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Arts in Anthropology (008)**

Course requirement changes:

- Add ANTH 4003 to Research Analysis requirement;
- Add ANTH 3743 and ANTH 3713 to North American and Area Studies requirement;
- total credit hours to complete the degree remain the same;
- changes in required courses will augment the offerings for anthropology majors;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Science in Astrophysics in Astrophysics (020)**

**OU – Bachelor of Science in Astronomy (019)**

Course requirement changes:

- delete 2064, 3054, and 3113 and redistribute material into 2203, 3043, and 3053;
- modify chemistry requirement;
- condense Electronics Laboratory I and II into PHYS 2303;
- change title of PHYS 3302/3312;
- change curriculum in ASTR 3103/3113 sequence;
- require PHYS 4153 for Astrophysics majors;
- add new electives for Astrophysics majors;
- total credit hours to complete the degree remain the same;
- changes will simplify and remove duplicate course requirements;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

### **OU – Bachelor of Arts in Ethics and Religion (078)**

Course requirement changes:

- replace and add additional course options within the specified areas defined in the major and reflect recent course additions under the RELS designator;
- total credit hours to complete the degree remain the same;
- changes will update curriculum changes within courses and include additional courses identified by other departments that are appropriate for this major;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

### **OU – Bachelor of Arts in Film and Video Studies (316)**

Course requirement changes:

- restructure core requirement group and guided elective group;
- core requirement will be 21 credit hours and guided electives will be 18 credit hours;
- total credit hours to complete the degree remain the same;
- changes will expand the scope and refine the sequence of the core curriculum, remove defunct courses, and simplify the degree check sheet;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

### **OU – Bachelor of Arts in International and Area Studies in International and Area Studies (018)**

Course requirement changes:

- change major support requirements, reducing credit hours of one foreign language relevant to the geographical area of concentration from 19 to 16 credit hours;
- total credit hours to complete the degree remain the same;
- changes will be consistent with revisions to the first two years language courses that carry 16 credit hours rather than 19;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

### **OU – Bachelor of Science in Microbiology in Microbiology (325)**

Course requirement changes:

- delete MBIO 3932 and 3942 or 4822 and 4812 as requirements;
- change title of MBIO 4813;
- change number and title of MBIO 4812,
- add MBIO 4813 as a required laboratory course;
- total credit hours to complete the degree remain the same;
- changes will update curriculum and ensure students in the professional program have laboratory training in all aspects of microbiology;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

### **OU – Bachelor of Science in Microbiology (169)**

Course requirement changes:

- delete MBIO 3932 and 3942 or 4822 and 4812 as requirements;
- change title of MBIO 4813;
- change number and title of MBIO 4812,
- require majors to take two of MBIO 4813, 4873 or CHEM 3753;
- remove CHEM 3753 as a major support requirement;

- total credit hours to complete the degree remain the same;
- changes will offer training in the most current laboratory approaches in microbiology, offer greater flexibility in scheduling, and students will have the option to take two of three laboratories rather than all students being required to take CHEM 3753;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Science in Physics in Physics (309)**

**Bachelor of Science in Physics (188)**

Course requirement changes:

- delete 2064, 3054, and 3113, and redistribute material into 2203, 3043, and 3053;
- modify chemistry requirement;
- condense Electronics Laboratory I and II into PHYS 2303;
- change title of PHYS 3302/3312;
- require an additional elective course;
- total credit hours to complete the degree remain the same;
- changes will simplify and remove duplicate course requirements;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Art in Public Affairs and Administration (036)**

Course requirement changes:

- delete requirement for distribution of credit hour distribution in Public Policy, Public Administration Core, and Major Electives;
- students may now select 18 credit hours from any public administration or public policy course;
- change outside course requirements to accept any upper-division course in statistics, economics, management, or accounting;
- total credit hours to complete the degree remain the same;
- changes will liberalize requirements to allow students to customize a program more responsive to individual needs and assure timely completion of major requirements;
- no courses added or deleted; and
- no new funds required and no funds available for reallocation.

**OU – Bachelor of Arts in Social Work (210)**

Course requirement changes:

- change prerequisites to be limited to those basic courses that are related to the “Biopsychosocial perspective” required in the School of Social Work’s accreditation standards;
- add one new course and revise curricula and numbering for the two preceding courses in the generalist practice course sequence;
- change credit hours for the capstone course, 4321, from 1 to 2;
- total hours for the major increase from 42 to 46; however, total credit hours to complete the degree remain the same; and
- no new funds required and no funds available for reallocation.

### **OU – Bachelor of Arts in Women’s Studies (320)**

Course requirement changes:

- delete old courses and introduce new courses;
- reduce number of courses required in “History and Culture,” “Literature, Art, and Communications,” and “Contemporary Social Problems” categories to one course in each category and the remaining four courses to be selected from any or all of the three categories;
- modify the “Contemporary Social Problems” category to “Contemporary Social and Scientific Problems;”
- total credit hours to complete the degree remain the same;
- changes will help recruit new students and facilitate their transition into the Women’s Studies major; and
- no new funds required and no funds available for reallocation.

### **NSU – Bachelor of Business Administration in Finance (030)**

Course requirement changes:

- replace FIN 4013 Management of Financial Institutions with FIN 4233 Securities Markets as a required course;
- specify courses available to meet the upper-level finance electives;
- total credit hours in the major remain the same; and
- no new funds required and no funds available for reallocation.

### **NSU – Bachelor of Science in Family and Consumer Science (045)**

Course requirement changes:

- changes apply to the “food and nutrition” option only;
- combine FCS 2103 and FCS 3553 into one course, FCS 2103 Food Preparation and Meal Management;
- update guided electives list to reflect course change;
- total credit hours in the major remain the same; and
- no new funds required and no funds available for reallocation.

### **NSU – Bachelor of Arts in Native American Studies (047)**

Course requirement changes:

- add ENGL 4473 Native American Literature II as a required course;
- include two Anthropology/Sociology courses to major electives;
- reduce elective hours by three, thereby keeping total credit hours in the major the same; and
- no new funds required and no funds available for reallocation.

### **NSU – Bachelor of Business Administration in Marketing (055)**

Course requirement changes:

- expand list of marketing electives to include three new courses;
- limit internship credit to three hours;
- total credit hours in the major remain the same; and
- no new funds required and no funds available for reallocation.

**NSU – Bachelor of Science in Mathematics (057)**

Course requirement changes:

- add Math 3023 Discrete Mathematics and Math 4721 Senior Seminar to list of required courses;
- additions will provide a foundation for upper-level courses and will facilitate assessment;
- reduce elective hours from 15 to 11, thereby keeping total credit hours in the major the same; and
- no new funds required and no funds available for reallocation.

**NSU – Bachelor of Science in Education in Mathematics Education (058)**

Course requirement changes:

- add Math 3023 Discrete Mathematics and Math 4721 Senior Seminar to list of required courses;
- replace requirement for CS 2003 or CS 2013 with Math 4613 History of Math and require Math 4113 (where a choice currently exists) to satisfy NCATE objectives;
- reduce elective hours from nine to five, thereby keeping total credit hours in the major the same; and
- no new funds required and no funds available for reallocation.

**NSU – Bachelor of Arts in Education in Social Studies (080)**

Course requirement changes:

- add a one hour seminar/capstone course, with embedded assessment, to the requirements;
- reduce Advanced Social Science Electives by one hour;
- total credit hours in the major remain the same; and
- no new funds required and no funds available for reallocation.

**NSU – Bachelor of Science in Biology (115)**

Course requirement changes:

- reduce BIOL 4622 Senior Seminar by one hour and embed student assessment in the course;
- increase biology electives by one hour;
- total credit hours in the major remain the same; and
- no new funds required and no funds available for reallocation.

**NSU – Bachelor of Science in Athletic Training (134)**

Course requirement changes:

- replace HED 2353 Community Health with HED 3313 Personal Fitness and Wellness in the required core;
- total credit hours in the major remain the same; and
- no new funds required and no funds available for reallocation.

**TCC – Certificate in Computer Information Systems (133)**

Option name change:

- change “applications software/MOUS preparation” option name to “microsoft office specialist certificate preparation;”
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

**TCC – Associate in Applied Science in Medical Assistant (048)**

Option name changes:

- change “medical assistant” to “medical assistant clinical/administrative associate degree” and “medical administrative assistant” to “medical administrative assistant associate degree;”
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

**TCC – Certificate in Medical Assistant (181)**

Option name changes:

- change “medical assistant” to “medical assistant clinical/administrative certificate of achievement,” “medical administrative assistant” to “medical administrative assistant certificate of achievement;” “medical transcription” to “medical transcription certificate of achievement,” and “medical insurance & physician reimbursement” to “insurance & physician reimbursement certificate of achievement;”
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

**TCC – Associate in Science in Child Development (246)**

Option name changes:

- change “family relations and child development” to “child development associate, NSU transfer;”
- no courses will be deleted; and
- no new funds required and no funds available for reallocation.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-a (3):**

**Programs**

**SUBJECT:** Approval of requests for final approval of existing programs for the University of Oklahoma, the University of Oklahoma Health Sciences Center, Oklahoma State University – Oklahoma City, and Redlands Community College and approval of requests to extend the review schedules of existing programs for the University of Oklahoma, Southwestern Oklahoma State University, and Langston University.

**RECOMMENDATION:**

**It is recommended that the State Regents approve institutions’ requests for final approval and extension of review schedules for programs as detailed below.**

**BACKGROUND:**

The State Regents approve new programs provisionally with institutionally established and State Regents approved criteria to be met prior to final approval. Examples of final program approval criteria include: minimum number of enrollments, graduates, and/or full-time equivalent enrollments (FTEs); accreditation from a regional or national accrediting agency; post-graduation employment rates; specific academic achievement profiles; and/or minimum ranking or pass rates on standardized tests or licensure examinations.

A summary of the recommendations is provided below. The accompanying table outlines the criteria, productivity, and recommendations for each degree program.

**POLICY ISSUES:**

These actions are consistent with the State Regents’ *“Policy Statement on Program Approval.”*

**ANALYSIS:**

As noted above, the following recommendations are included in the table (Attachment A), which lists each degree program, date of approval, criteria established by the institution and approved by the State Regents, productivity level, status of other criteria, and recommendations for the program.

***Recommendation: Final Approval***

**University of Oklahoma (OU)**

- **Bachelor of Arts in African and African-American Studies (322)**

This program has demonstrated steady growth, especially in the last year; almost met the enrollment criterion (31 of the 35 required); and produced 10 graduates in 2002-03. Although graduate numbers did not meet the

criterion of 35 set by the institution at program inception, that initial standard was set much higher than the State Regents' policy minimum of 5 graduates for bachelor's degree programs. The program met the remaining criteria for academic achievement.

This program has undergone significant transformation in the past year with the hiring of a new director. Outstanding faculty from across disciplines and renowned visiting professors have been successfully recruited to teach in the program. The variety of courses and number of course sections have expanded, and credit hour production has doubled in the past year. Program benefits extend to sponsoring campus events and participating in community activities. The African and African-American Studies program is a vital program, essential to the maintenance of diversity in OU's curriculum. Final approval is recommended.

### **University of Oklahoma Health Sciences Center (OUHSC)**

- Doctor of Philosophy in Neurosciences (070)
- Master of Science in Neurosciences (069)

The programs were originally approved with continuation dependent upon productivity of the doctoral program. The Ph.D. program met the enrollment criterion with 11 students enrolled fall 2002, and the graduate criterion will be met this summer (two students defend their dissertations in June and July 2003). OUHSC indicates the neuroscience graduate programs are the fastest growing on campus. Final approval is recommended.

### **Redlands Community College**

- Associate in Applied Science in Emergency Medical Technology (076)
- Certificate in Emergency Medical Technology – Paramedic (077)
- Certificate in Emergency Medical Technology – Intermediate (078)
- Certificate in Emergency Medical Technology – Basic (079)

Continuation of the four programs is dependent on the performance of the Associate in Applied Science in Emergency Medical Technology (076) (AAS-EMT) program. The AAS-EMT exceeded the enrollment criterion with 27 majors but was one student short of meeting the graduate criterion (achieved 6 of the required 7). RCC has made significant program improvements in the last few years, including expansion of the program coordinator position from half-time to full-time and a restructuring of the curriculum which meets the Oklahoma Health Department's 2001 standards and which facilitates articulation agreements made with other EMT programs in the state. The EMT coordinator has worked with the American Heart Association to establish RCC as a Community Training Center, which should positively impact RCC's position in the professional community and increase enrollments in RCC's EMT programs. Given the steady enrollment in the AAS program, a graduate count above the State Regents' minimum requirement of five for AAS programs, and the institution's demonstrated commitment to the program, final approval of the four programs is recommended.

### **Oklahoma State University – Oklahoma City**

- Associate in Science in Alcohol and Substance Abuse Counseling (072)

This program greatly exceeded all criteria, with 109 headcount in spring 2003, 12 graduates scheduled to graduate May 2003, and 63 FTE in fall 2002. Additionally, alumni surveys indicate that graduates perform well on certification tests and/or are well-prepared for entry-level jobs in the field. Articulation agreements with the University of Central Oklahoma and East Central University provide smooth transfer opportunities

for students interested in pursuing baccalaureate degrees in the field. Final approval is recommended.

***Recommendation: Review Schedule Extension***

**University of Oklahoma (OU)**

- Bachelor of Arts in Women's Studies (320)

This program did not meet enrollment or graduate criteria (achieved 12 of 15 majors and 3 of 12 graduates), but exceeded the FTE criterion (420 generated; 320 required). OU indicated that initial productivity standards based on faculty expectations at the program's inception were overly optimistic. The program is close to meeting the State Regents' policy requirements of a minimum of 12.5 majors and 5 graduates for bachelor's degree programs. Additionally, OU states that the interdisciplinary focus of the program allows for significant curricular overlap with other existing programs, keeping the operating cost of the program minimal.

The program is unique in Oklahoma, plays a vital role in meeting the institution's research and service missions, has recently secured a \$900,000 grant, and produces highly qualified graduates. Extension of the review schedule is recommended with continuation beyond spring 2006 dependent upon meeting the following revised criteria:

Stipulations:

- ✓ Majors enrolled: 15 in fall 2005; and
- ✓ Graduates: 7 in 2005-06; and
- ✓ FTE enrollments: 320 in 2005-06.

**Southwestern Oklahoma State University (SWOSU)**

- Associate in Applied Science in Occupational Therapist Assistant (135)

The program did not meet enrollment or graduate criteria (achieved 12 of the required 15 enrollments and zero of the required 12 graduates), but did meet the licensure pass rate (100 percent passed on the first attempt) and two of the three employment requirements. SWOSU recognizes the low productivity but requests extension of the review schedule to allow students who have already been accepted into the program time to matriculate. An extension of the review schedule is recommended with continuation beyond fall 2004 dependent upon the program meeting the following criteria:

Stipulations:

- ✓ Majors enrolled: 15 in fall 2004;
- ✓ Graduates: 12 in 2003-04;
- ✓ 80 percent of the graduates will pass the licensure exam on the first attempt;
- ✓ 90 percent of the graduates will be employed as Occupational Therapist Assistants one year after receiving a license;
- ✓ 70 percent of licensed graduates will accept employment in Oklahoma; and
- ✓ At least one-half of that number will be employed in rural western Oklahoma.

**Langston University (LU)**

- Bachelor of Science in Airway Science (056)

The program did not meet either enrollment or graduate criteria (enrolled 2 of the required 25 majors and had zero of the required 11 graduates). However, the program has strong support from the Federal Aviation Administration (FAA) which has donated nearly \$350,000 in electronics equipment to upgrade two LU

electronics laboratories in the past four years and provides a full-time electronics instructor on a cost share basis (LU pays one-half the instructor's salary each year). The faculty member subsidized by FAA generated 285 credit hours last year, supporting not only the Airway Sciences program, but also the Bachelor of Science in Technology and the Associate in Science in Electronics degree programs. Additionally, FAA certifies the curriculum and provides paid student internships to select students. Curricular overlap with existing programs; support from FAA; and cooperation with Oklahoma State University, which provides the aviation courses, make operating costs for this program minimal. The Airway Science program is the only program in the state with a concentration on avionic electronics and a focus on underrepresented populations in this field. Considering the uniqueness of the program, the resources invested, the collaborative nature of the program, and the minimal costs for this program, a final extension of the review schedule is recommended. Continuation of the program beyond spring 2006 is dependent upon the program meeting the following revised criteria:

Stipulations:

- ✓ Majors enrolled: 15 in fall 2005;
- ✓ Graduates: 7 in 2005-06;

Attachment

## Productivity Criteria

Program Name	Date Approved	Graduates		Headcount Enrollment		FTE/Other		Program Reviews		Recommendation
		Criteria	Achieved	Criteria	Achieved	Criteria	Achieved	Last Review	Next Review	
OU – BA in African and African-American Studies (322)	1/19/94	30 97-98	5	35 F97	17	1) graduates will write 5 acceptable scholarly documents; 2) graduates will receive inquiries and offers for graduate study in African-American or related disciplines; and 3) graduates will have an academic achievement profile similar to the Arts and Sciences major.	1) not met 2) not met 3) met	1994	1998	
	5/29/98	30 00-01	12	35 F00	18	1) graduates will write 5 acceptable scholarly documents; 2) graduates will receive inquiries and offers for graduate study in African-American or related disciplines; and 3) graduates will have an academic achievement profile similar to the Arts and Sciences major.	yes	1998	2001	
	5/25/01	30 02-03	10	35 F02	31	1) graduates will write 5 acceptable scholarly documents; 2) graduates will receive inquiries and offers for graduate study in African-American or related disciplines; and 3) graduates will have an academic achievement profile similar to the Arts and Sciences major.	yes	2001	2008	Final Approval
OUHSC – PhD in Neurosciences (070) and MS in Neurosciences (069)	5/30/97	doctoral program: 2 2002-03	2	doctoral program: 10 F02	11	N/A	N/A	1997	2008	Final Approval

Program Name	Date Approved	Graduates		Headcount Enrollment		FTE		Other		Program Reviews		Recommendation
		Criteria	Achieved	Criteria	Achieved	Criteria	Achieved	Criteria	Achieved	Last Review	Next Review	
RCC – AAS in Emergency Medical Technology (076); Certificate in EMT – Paramedic (077); Certificate in EMT – Intermediate (078); Certificate in EMT – Basic (079)	9/8/95	AAS program: 11 97-98	2	AAS program: 13 F97	27	AAS program: 15 97-98	16.6	(1) 85% of graduates will pass licensure exam; and (2) 85% of graduates will be employed in the field within 3 months of graduation.	yes	1995	1998	
	extension granted 6/30/98	AAS program: 11 98-99	3	AAS program: 13 F98	11	AAS program: 15 98-99	61.53	(1) 85% of graduates will pass licensure exam; and (2) 85% of graduates will be employed in the field within 3 months of graduation.	yes	1998	1999	
	extension granted 6/30/99 (revised criteria)	AAS program: 7 00-01	3	AAS program: 18 F00	32	N/A	N/A	N/A	N/A	1999	2001	
	extension granted 5/25/01	AAS program: 7 02-03	6	AAS program: 18 F02	27	N/A	N/A	N/A	N/A	2001	2008	Final Approval

Program Name	Date Approved	Graduates		Headcount Enrollment		FTE/Other		Program Reviews		Recommendation
		Criteria	Achieved	Criteria	Achieved	Criteria	Achieved	Last Review	Next Review	
OSU-OKC – AS in Alcohol and Substance Abuse Counseling (072)	12/1/95	30 2000-01	7	150 students F00	67	30 FTE 2000-01	43	1995	2001	
	extension granted 5/25/01 <b>(revised criteria)</b>	30 2002-03	N/A	90 majors F02	N/A	30 FTE 2002-03	N/A	2001	2002	
	extension granted 6/27/02 <b>(revised criteria)</b>	8 2002-03	12	50 F02	109	25 FTE 2002-03	63 F02	2002	2008	Final Approval
OU – BA in Women’s Studies (320)	1/19/94	11 97-98	8	15 upper- division F97	9	320 FTE 97-98	320	1994	1998	
	5/29/98	11 00-01	4	15 upper- division F00	16	320 FTE 00-01	154	1998	2001	
	5/25/01	11 02-03	3	15 majors F02	12	320 FTE 02-03	420 FTE 01-02 (latest data available)	2001	2003	Extend Review Schedule until spring 2006
	recommend extension <b>with revised criteria</b>	7 05-06		15 majors F05		320 FTE 05-06		2003	2006	

		Graduates		Headcount Enrollment		FTE/Other		Program Reviews		Recommendation
SWOSU – AAS in Occupational Therapist Assistant (135)	1/26/96	12 00-01	6	15 F00	6	1) 80% of graduates will pass licensure exam on 1 <sup>st</sup> attempt; 2) 90% of graduates will be employed as OTAs one year after licensing; 3) 70% of licensed graduates will be employed in OK; and 4) 50% (of #3) will be employed in rural western OK	no	1999	2001	
	extension granted 5/25/01	12 02-03	0	15 F02	12	1) 80% of graduates will pass licensure exam on 1 <sup>st</sup> attempt; 2) 90% of graduates will be employed as OTAs one year after licensing; 3) 70% of licensed graduates will be employed in OK; and 4) 50% (of #3) will be employed in rural western OK	1) yes 2) no 3) yes 5) yes	2001	2004	Extend Review Schedule until fall 2004

Program Name	Date Approved	Graduates		Headcount Enrollment		FTE		Other		Program Reviews		Recommendation
		Criteria	Achieved	Criteria	Achieved	Criteria	Achieved	Criteria	Achieved	Last Review	Next Review	
LU – BS in Airway Science (056)	10/29/93	20	0	35	Not provided	14	Not provided	1) 60% of graduates will have employment in the aviation field within one year of graduation; and 2) The program will be accredited by the appropriate agencies.	Not provided	1993	1996	
	6/28/96 <b>(revised criteria)</b>	11 98-99	1	25 F98	10	N/A	N/A	N/A	N/A	1996	1999	
	12/3/99	11 99-00	0	25 F00	3	N/A	N/A	N/A	N/A	1999	2001	
	5/25/01	11 02-03	0	25 F02	2	N/A	N/A	N/A	N/A	2001	2003	
	recommend extension with revised criteria	7 05-06		15 F05		N/A		N/A				



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-a (4):**

**Degree Programs Inventory Reconciliation**

**SUBJECT:** Approval of institutional request for degree program inventory reconciliation.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the institutional request for a degree program inventory reconciliation, as detailed below.**

**BACKGROUND:**

Northeastern State University (NSU) requests authorization to add the Master of Science in Speech-Language Pathology program to its degree program inventory.

**POLICY ISSUES:**

These actions are consistent with the State Regents' *"Policy Statement on Program Approval."*

**ANALYSIS:**

NSU has historically offered academic work in speech-language pathology under the Master of Education in Special Education. Consistent with institutional practice and accrediting standards of the American Speech-Language-Hearing Association, this program should have a separate degree designation. The change will have no impact on the current academic practice and should assist program graduates seeking employment. Since the program is currently operating at maturity, no new courses or costs are added with this reconciliation.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-b:**

**Academic Common Market**

**SUBJECT:** Ratification of the approval of a degree program for inclusion in the Southern Regional Education Board (SREB) Academic Common Market.

**RECOMMENDATION:**

**It is recommended that the State Regents ratify the approval of a degree program for inclusion in the SREB Academic Common Market.**

**BACKGROUND:**

In June 1986, the State Regents approved Oklahoma's participation in the SREB Academic Common Market (ACM). Under the ACM, Oklahoma college students wishing to pursue degree programs not offered by State System institutions are able to attend out-of-state institutions at in-state tuition rates. In exchange, students from 15 other SREB states - Arkansas, Alabama, Delaware, Georgia, Florida, Kentucky, Louisiana, Maryland, Mississippi, North Carolina, South Carolina, Tennessee, Texas, Virginia, and West Virginia - are eligible for similar participation in designated degree programs at State System colleges and universities in Oklahoma.

**POLICY ISSUES:**

The State Regents' "*Rules of Operation*" delegate authority to the Chancellor to approve programs for inclusion in the SREB ACM. This action is consistent with State Regents' policy on participation in the ACM.

**ANALYSIS:**

***SREB Academic Common Market***

The ACM enables students to pursue unique majors offered at public institutions in other SREB states, yielding significant state and student advantages. Oklahoma benefits from participation in the ACM, because the consortial agreement provides student access to specialized, often costly degree programs that Oklahoma State System institutions, facing reduced allocations, may be unable to offer. Additionally, ACM students from other participating states who attend Oklahoma institutions generate supplemental revenue through both tuition dollars and local spending in Oklahoma communities. Students benefit from the out-of-state tuition waiver, which allows them to pursue educational opportunities that many could not otherwise afford. Oklahoma students have access to a total of 12 undergraduate and 51 graduate degree programs offered by public institutions in 14 participating states.

Oklahoma State University requests authorization to submit the Bachelor of Science in Apparel Design and Production for inclusion in the ACM. The program nomination form is attached.

Authorization was granted by the Chancellor for the above request. State Regents' ratification is requested.  
Attachment

**ACADEMIC COMMON MARKET**

**PROGRAM DESCRIPTION FORM**

State Submitting Program: Oklahoma  
Apparel Design and Production  
Title of Program: Bachelor of Science  
CIP Code: 190901  
Degrees offered: Bachelor of Science  
Institution offering program: Oklahoma State university

**Title, address, phone number and e-mail address for program contact person:**

Dr. Donna Branson  
Oklahoma State University  
Dept. of Design, Housing and Merchandising  
431 HES  
Stillwater, OK 74078-6142  
Phone: (405) 744-5049 Email: marieha@okstate.edu

Program Description (including admission prerequisites and program requirements)

The mission of the Department of Design, Housing and Merchandising is to continuously improve the development and delivery of future-oriented, integrated instruction, research and outreach programs in design and merchandising that focus on the individual environment interaction, that are globally oriented, scientifically based and that enhance quality of life in a socially responsible manner. Three undergraduate options are available: interior design, merchandising.

Students in apparel design and production are preparing for careers in the apparel, textiles, and sewn products industry. The program emphasizes the integration of design principles, fabrication, the needs and desires of the ultimate user, and mass production capabilities toward creation and production of sewn products. Course work includes principles of design, apparel production, quality assurance, functional apparel design, properties and performance evaluation of textiles, pattern making, CAD and entrepreneurship. The American Apparel and Footwear Association (AAFA) has approved the Pre-Production (design) and Production Management undergraduate curricula, making OSU one of only ten universities in North America recognized with an AAFA approved four-year apparel program.

Students must pass a Review Process at the end of their sophomore year to be accepted into the junior-level studio courses.

Career opportunities include fashion and functional designer, pattern maker, pattern company or manufacturer's representative, textile designer, sourcing manager, quality assurance manager and production manager.

Students in all three options will develop business management, communication, creative problem solving and administrative skills. An internship is required for all undergraduate students.

Approved Specializations/Concentrations/Tracks:

Length of Degree: 4 years  
Total credits taken on campus: 124 hours  
Total credits taken by distance learning: None  
Accreditation and/or certification: American Apparel and Footwear Association

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-c:**

**Capital**

**SUBJECT:** Ratification of Capital Allotments for FY2003.

**RECOMMENDATION:**

**It is recommended that the State Regents ratify the capital allotments made during the period of May 13, 2002, through June 12, 2003.**

**BACKGROUND:**

The Chancellor has been authorized by the State Regents to approve routine changes and allot funds for capital projects subject to ratification at the next scheduled meeting. A listing summarizing allotments for the period May 13, 2003, through June 12, 2003, is attached. This listing is provided to the Regents for ratification.

**POLICY ISSUES:**

State Regents' Delegation of Authority Policy (II-1-25.1) authorizes the Chancellor to approve routine changes to capital projects and to allot funds for capital projects.

**ANALYSIS:**

The attached listing includes allotments made from State Funds, Section 13/New College Funds and Section 13 Offset Funds. The total amount of capital allotments made for this period is \$2,746,696. This total is represented \$628,896 in Section 13/New College allotments and \$2,117,800 in State Fund allotments.

**ALLOTMENT OF FUNDS FOR CAPITAL PROJECTS**  
 (For the Period of May 13, 2003, through June 12, 2003)  
 Section 13, New College, and State Funding Sources

Institution	Resolution No.	Source of Funds	Project Name	Date Allotted	Section 13/New College Amounts	State Fund	Totals by Institution
Oklahoma State University	Not Required	600-Section 13	Colvin Center Expansion	6/6/2003	61,000		
	Not Required	600-Section 13	General Campus Maintenance	6/5/2003	40,000		
	Not Required	600-Section 13	General Campus Maintenance	5/21/2003	125,000		
	Not Required	650-New College	General Campus Maintenance	5/21/2003	40,000		
	Not Required	600-Section 13	Library Facility Upgrade/Remote Storage	5/21/2003	20,000		
	4349	295-State	Biosensor Research Labs - Phase I	5/13/2003		1,055,000	
	4349	295-State	Advanced Tech Research Center Lab Completion	5/13/2003		500,000	
	Not Required	600-Section 13	Deferred Maintenance - OSU COM	5/13/2003	247,896		
			<b>Total</b>		<b>533,896</b>	<b>1,555,000</b>	<b>2,088,896</b>
Southeastern OK State University	Not Required	600-Section 13	General Repair and Renovations	5/30/2003	75,000		
			<b>Total</b>		<b>75,000</b>	<b>0</b>	<b>75,000</b>
Oklahoma Panhandle State Univer	Not Required	600-Section 13	Instructional Equipment & Materials	5/21/2003	20,000		
			<b>Total</b>		<b>20,000</b>	<b>0</b>	<b>20,000</b>
Eastern Oklahoma State College	4352	295-State	Academic Equipment	6/2/2003		50,000	
			<b>Total</b>		<b>0</b>	<b>50,000</b>	<b>50,000</b>
Northeastern Oklahoma A&M Col	4350	295-State	Hail Damage Campuswide Repair	5/21/2003		500,000	
			<b>Total</b>		<b>0</b>	<b>500,000</b>	<b>500,000</b>
Seminole State College	4351	295-State	Renovations/Furnishings of Facilities	5/28/2003		7,800	
			<b>Total</b>		<b>0</b>	<b>7,800</b>	<b>7,800</b>
Western Oklahoma State College	4353	295-State	Land Improvement and Infrastructure	6/6/2003		5,000	
			<b>Total</b>		<b>0</b>	<b>5,000</b>	<b>5,000</b>
			<b>System Totals</b>		<b>628,896</b>	<b>2,117,800</b>	<b>2,746,696</b>

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-d:**

**Supplemental Allocations**

**SUBJECT:** Approval of revolving fund allocations and revised FY2003 budgets for institutions

**RECOMMENDATION:**

**It is recommended that the State Regents ratify the authorization of the additional Educational and General, Part I Budget allocations as requested in the resolution following this memorandum and approve the revised budgets.**

**BACKGROUND:**

An additional allocation of Revolving Funds for the 2002-03 fiscal year in support of the Educational and General Budget - Part I has been requested subsequent to the allocation made by the Regents on June 30, 2003, Resolution No. 4260. Evidence of availability of these additional funds, not previously taken into account, has accompanied the institution's request.

**POLICY ISSUES:**

This action is in accordance with Policy II-4-14 and II-4-33 as revised June 30, 1978.

**ANALYSIS:**

**Panhandle State College** has requested that the allocation for the current year's E&G Budget be increased from \$8,533,757 to \$8,626,612, an increase of \$92,855. The supplemental funding for the increase has been generated through the reassignment within the budgeted functions. The supplemental funding will be used for personnel services, and travel.

**Carl Albert State College** has requested that the allocation for the current year's E&G Budget be increased from \$6,958,340 to \$7,688,340, an increase of \$730,000. The supplemental funding for the increase has been generated through the additional general enrollment revenue and prior year carryover. The supplemental funding will be used for personnel services, utilities, supplies and other operating expenses, and equipment.

**Oklahoma State University College of Health Sciences** has requested that the allocation for the current year's E&G Budget be increased from \$24,339,070 to \$25,939,070, an increase of \$1,600,000. The supplemental funding for the increase will be use of reserve funds and other income. The supplemental funding will be used for personnel services, travel, supplies, property, furniture and equipment.

**Connors State College** has requested that the allocation for the current year's E&G Budget be increased from \$9,265,085 to \$9,290,467, an increase of \$25,382. The supplemental funding for the increase will be use of reserve funds and other income. The supplemental funding will be used for personnel services, travel, and supplies.

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
**RESOLUTION NO. 4355**

Pursuant to authority granted under the Constitution of Oklahoma by Article XIII-A adopted on March 11, 1941, which vests in the Oklahoma State Regents for Higher Education the allocation of any funds appropriated by the Legislature for use in The Oklahoma State System of Higher Education and pursuant to Title 70, Oklahoma Statutes, 1991, Sections 3206, 3210, and 3903.

The Oklahoma State Regents for Higher Education hereby **ALLOCATE** the sums set out below to the respective institutions of The Oklahoma State System of Higher Education. The purpose of the allocations made herein is for support of the Educational and General Budgets beginning July 1, 2002, and ending June 30, 2003, said funds to be subsequently allotted for encumbrance and expenditure as provided by law.

**FOR THE EDUCATION AND GENERAL OPERATING BUDGETS**

<u>Institution</u>	<u>Agency No.</u>	<u>Amount</u>
Oklahoma Panhandle State University	530	\$92,855.00
Carl Albert State College	108	\$730,000.00
Oklahoma State University College of Health Sciences	773	\$1,600,000.00
Connors State College	165	\$25,382.00

These are fiscal year funds for encumbrance not later than June 30, 2003.

Dated 30th day of June, 2003.

SEAL:

ATTEST:

Jimmy Harrell, Secretary

Carl Renfro, Chairman

I, Paul G. Risser, do hereby certify that the above is a correct statement of the action authorized by the Oklahoma State Regents for Higher Education as set forth in the minutes of the regular meeting on June 30, 2003.

Paul G. Risser, Chancellor

Duly subscribed and sworn to before me this 30th day of June 2003.

\_\_\_\_\_  
Notary Public

My commission expires \_\_\_\_\_.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-e (1)**

**Agency Operations**

*Not Available Electronically.*



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-e (2)**

**Agency Operations**

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*

*Not Available Electronically.*



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-f (1)**

**Contract/Agreement**

**SUBJECT:** 2003-2004 EPAS Agreement

**RECOMMENDATION:**

**It is recommended that the State Regents approve the renewal of the EPAS program as set forth below.**

**BACKGROUND:**

At their November 1992 meeting, the State Regents adopted a proposal to establish the Oklahoma Educational Planning and Assessment System (OK-EPAS). The system provides feedback to schools about their performance in preparing students for college and to individual students and their parents about the probability of the grades they would make in college based on their current high school performance.

EPAS has grown over the past ten years to the point that in 2002-2003, 98 percent of the state's eighth and tenth graders have the potential to participate in the system. A foundation of the State Regents' student preparation efforts, EPAS as a system has continued to deepen and impact educational quality, K-16. In 1995, State Regents made EPAS available to all school districts in the state as a voluntary program, including private schools and schools operated under the auspices of the Bureau of Indian Affairs. In 1999, the State Regents' adopted the ACT Standards for Transition as the "Core Competencies for Collegiate Success." In 1999, the federal GEAR UP program began the curriculum reform efforts available through EPAS and the Standards for Transition, linking middle and high school preparation directly to higher education policy and to the data-driven probability of success in the first year of college. To sustain and deepen this preparation impact, in 2000 State Regents created the Office of Student Preparation through which EPAS and other efforts operate to support student preparation for college. With a decade of full implementation, EPAS remains the most significant student preparation and social justice program operated by the State Regents.

**POLICY ISSUES:**

Continuing support of EPAS is consistent with State Regents' social justice policy and goals, the Brain Gain 2010 Initiative goals, and supports the early intervention component of the federal GEAR UP program. EPAS further is the foundation of State Regents' K-16 student preparation efforts.

**ANALYSIS:**

For 2003-2004 the contract expenditures will be an amount not to exceed \$675,000 to be funded from the Regents' Student Preparation budget. This represents a 10 percent cut from the previous year's funding for this program. Staff will work diligently to seek external funding sources for the services reduced through this 10 percent reduction through grants and other funders so that students continue to reap the full benefits of the program. A copy of the contract is attached.

Attachment

# **AGREEMENT**

between

**ACT, Inc.**

and the

**Oklahoma State Regents for Higher Education**

Educational Planning and Assessment (EPAS)  
July 1, 2003 through June 30, 2004

**Agreement between  
ACT, Inc. and Oklahoma State Regents for Higher Education**

This Agreement is executed by and between ACT, Inc., 2201 North Dodge Street, P. O. Box 168, Iowa City, Iowa 52243-0168, hereafter "ACT" and the Oklahoma State Regents for Higher Education, 655 Research Parkway – Suite 200, Oklahoma City, OK 73104, hereafter "OSRHE."

**RECITALS**

OSRHE recognizes, as a matter of social justice, the need to foster, support, and engage in programs founded on the principle of equity of access to ensure that students receive information about college expectations and are provided the necessary interventions to assist them to meet these expectations early and at developmentally appropriate points in time during their pre-collegiate education.

ACT shares OSRHE's belief that assisting students to plan and prepare early for their after-high-school education and career objectives increases the likelihood that students will both enroll and perform successfully in the postsecondary education studies that they pursue.

To accomplish OSRHE's vision of maximizing the number of Oklahoma students prepared to succeed in their after-high-school pursuits, OSRHE seeks to implement, in collaboration with ACT, the Educational Planning and Assessment System, a unique system of assessment, research, career planning, and consultative services, solely available through ACT.

**TERMS AND CONDITIONS**

**1. Scope of Work**

ACT agrees to furnish and OSRHE agrees to purchase, subject to the terms and conditions provided herein and in any written addendum to this Agreement which may be executed and incorporated herein, the goods and services as described in the attached Statement of Work, identified as Exhibit A, which is incorporated into this Agreement.

**2. Term**

The term of this Agreement will be from July 1, 2003 to June 30, 2004. This Agreement shall be automatically renewed for successive twelve (12) month periods thereafter unless notice of termination as to subsequent periods is given by either party 90 days prior to the beginning of the next period.

Modifications in the scope of goods and services and prices may be suggested by either party at any time. Pricing will be subject to an annual five percent (5%) increase, but such modifications shall be negotiated, mutually agreed upon and set forth in a written amendment to this Agreement by the Oklahoma State Regents and ACT prior to exercising the renewal option. This Agreement may also be terminated at any time by

June 9, 2003

Agreement between  
ACT, Inc. and the  
Oklahoma State Regents for Higher Education

either party giving ninety (90) days written notice to the other. In the event that OSRHE elects termination prior to the completion of the current period, it is agreed that ACT will be reimbursed for that portion of the goods and services provided up to the effective date of termination.

### 3. Compensation and Payment

During the term of this Agreement, ACT will provide the goods and services identified in Exhibit A, at the unit prices in each period stated in Exhibit B. Total compensation for the period from July 1, 2003 through June 30, 2004 will not exceed \$675,000. Negotiations for services and payments in subsequent periods will commence by February 1 and the Agreement modified by April 1, or such later time as the parties may agree.

OSRHE will be invoiced by ACT according to the following schedule, with payment due thirty days after the date of ACT's invoice:

October 1, 2003	\$175,000.00
January 1, 2004	\$175,000.00
April 1, 2004	\$175,000.00
May 1, 2004	Final Amount Due after reconciling services rendered with amount received.

### 4. Ownership of Data and Software

All test materials used in the performance of this Agreement are the sole and exclusive property of ACT. Statistical or analytical data reflecting statewide aggregate Oklahoma student performance are the sole and exclusive property of OSRHE as the sponsoring organization.

Software, specifications, and programs comprising the systems developed and maintained by ACT in connection with its services under this Agreement and all copyrights and other proprietary interests therein are the property of ACT as sole owner or licensee.

### 5. Privacy of Information

Contracts involving ACT's proprietary programs are subject to ACT's standard data treatment policies and procedures. In this regard, all data bearing personal identification or personal characteristics indicating individual identity collected by ACT shall be retained by ACT as part of the national data-set in a fashion that ensures confidentiality, retrievability, and destructibility.

College and state agencies may access PLAN data (with student permission) to communicate educational and scholarship opportunities to students through ACT's PLAN Educational Opportunity Service (EOS). The purpose for releasing student information through PLAN EOS is to facilitate student receipt of information about educational opportunities such as scholarships or grants, special counseling assistance, and/or pertinent curricular offerings. Information about students communicated through PLAN EOS is subject to a confidentiality agreement signed by the colleges and state agencies.

June 9, 2003

Agreement between  
ACT, Inc. and the  
Oklahoma State Regents for Higher Education

**6. Notices**

Notices under this Agreement shall be duly made when in writing and will be deemed given to the other party upon delivery to the address set forth below if delivered personally (including by courier) or mailed by registered or certified mail, postage prepaid, or upon confirmation if transmitted by telex, telecopy, or other means of facsimile:

If to ACT: Thomas J. Goedken  
Chief Financial Officer  
ACT, Inc.  
2201 North Dodge Street  
P.O. Box 168  
Iowa City, IA 52243-0168

If to OSRHE: Dr. Dolores Mize  
Associate Vice Chancellor  
Oklahoma State Regents for Higher Education  
655 Research Parkway – Suite 200  
Oklahoma City, OK 73104

Mailing Address:  
P.O. Box 108850  
Oklahoma City, OK 73101-8850

**7. General Provisions**

General terms and provisions are provided on Exhibit C which is incorporated into this Agreement.

**8. Complete Agreement**

This Agreement (including all exhibits hereto) constitutes the entire agreement between the parties and supersedes all other prior agreements and understandings, both written and oral. This agreement terminates and replaces the EPAS agreement between the parties dated July 1, 2002.

**9. Representatives**

The administration and technical direction of this Agreement will be conducted for the parties at the beginning of the Agreement by the following designated individuals:

For OSRHE: Dolores Mize  
Associate Vice Chancellor  
Oklahoma State Regents for Higher Education  
655 Research Parkway – Suite 200  
Oklahoma City, OK 73104  
  
Mailing Address:  
P.O. Box 108850  
Oklahoma City, OK 73101-8850

For ACT: Carolyn Kostelecky  
Assistant Vice President, Southwest Region  
ACT, Inc.  
Suite B-228  
8303 MoPac Expressway North  
Austin, TX 78759-8369

Each party will promptly notify the other of any change in its representatives.

**10. Governing Law**

This Agreement shall be deemed to have been made in the state of Oklahoma and shall be subject to Oklahoma law.

**11. Headings**

This section and other headings contained in this Agreement are for reference purposes only and shall not affect the interpretation or meaning of this Agreement.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, **2003**.

ACT, INC.

OSRHE

By: \_\_\_\_\_  
Richard L. Ferguson  
Chairman and Chief Executive Officer

By: **Paul Risser**  
Chancellor

By: \_\_\_\_\_  
Thomas J. Goedken  
Chief Financial Officer

June 9, 2003

Agreement between  
ACT, Inc. and the  
Oklahoma State Regents for Higher Education

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-f (2)**

**Contract/Agreement**

**SUBJECT:** Modification of, and adjustments to, contract for telecommunications services.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the discontinuance of the contract with the Office of State Finance for comprehensive telecommunications consulting services effective May 31, 2003 in the amount of \$60,000. It is further recommended that the State Regents approve a one-month contract for June 2003 for Bill Shafer's services to conclude the SFY03 fiscal year and to ratify a limited engagement contract for his services for SFY04 in an amount not to exceed \$40,000.**

**BACKGROUND:**

Since beginning operations in 1995, OneNet has contracted with the Oklahoma Office of State Finance in an effort to provide comprehensive telecommunications and network services to all of education and government. This relationship was designed to link the two agencies and their respective statutory responsibilities to effectively and efficiently deploy the statewide network. Further, key fiber access agreements were developed to maximize the state-owned telecommunications infrastructure in the engineering of the statewide network.

As the network has matured, it has experienced significant growth, but has also faced political and operational pressures that have threatened its continuation and long-term viability. Legislative leadership and the relationship between the State Regents and OSF have been important elements in mitigating these stresses and has enabled OneNet to continue to expand and provide increased access to enhanced telecommunications services throughout the state.

In recent years, it has become clear that the original fiber access agreements, though well intentioned, do not provide seamless directives with regard to further network expansion. More importantly, as the state becomes more reliant on OneNet and its offerings, it is incumbent on the network to meet the growing demands for bandwidth without additional contractual limitations or ambiguity.

From the inception of the agreement between the State Regents and OSF, Bill Shafer has been appointed to serve as the liaison between the two agencies. In addition to his wealth of telecommunications experience, he has brought discreet knowledge of Oklahoma government and its operations. Having been involved in the network from the very beginning, he is likely one of the sole individuals to have a full understanding of the history and ultimate intent of the agreements that made the network possible.

At the end of May 2003, Bill Shafer retired from OSF. OneNet and Mr. Shafer agreed that there was a need to fulfill the contract established through the end of SFY03 in order to address unfinished project planning and other network initiatives. To accommodate his ability to complete specific projects, a one-month contract was established directly with Mr. Shafer for the month of June 2003 which was accounted for in the original

budget line item for OSF and did not require any additional encumbrances.

Due to the further work that needs to be completed related to inter- and intra-agency agreements, it is recommended that Mr. Shafer's services be retained under a limited engagement contract for SFY04. This will provide OneNet additional intelligence and an increased understanding of best strategies as they relate to the network's strategic planning efforts. Further, Mr. Shafer will be able to provide experiential operational support as the network expands its services and offerings.

#### **POLICY ISSUES:**

State Regents' operating policy requires that contracts over \$25,000 must be reported to the Budget & Audit Committee which may choose to forward them to the full board for action. State Regents' action is also needed to approve the use of external consultants for substantive studies/projects.

#### **ANALYSIS:**

Under the agreement, Bill Shafer will provide consulting services specific to the ongoing development of OneNet from a transport network to a Knowledge Information Network. This will include strategic planning with regard to new services, cost allocation and rate structure processes. Further, Mr. Shafer will assist OneNet in strategically positioning the network as a key element in the State Regents economic development efforts. His experience with the network and his relationships with key constituencies will be valuable in gaining trust and increasing ownership in the network.

#### Scope of engagement

- Identification of critical issues and development of potential solutions related to all agreements between the Oklahoma Office of State Finance, the Oklahoma State Regents and the Oklahoma Turnpike Authority.
- Identification and development of strategic partnerships, initiatives and opportunities that support and enhance the diverse missions of research, education, telemedicine, government and economic development;
- Maintaining awareness and providing input with regard to the incorporation of new, advanced applications such as the Virtual Internet School in Oklahoma Network (VISION), the Ponca City Bandwidth Project, hosted Exchange and other applications as they are deemed applicable to the mission of the network;
- Participation in telecommunications rate negotiations, contracts and tariffs;
- Participation in network planning, evaluation and analysis;
- Providing guidance regarding convergence of telecommunications technologies (e.g. Vo-IP); and
- Involvement in project planning, coordination and network development.

The statement of price for the engagement is not to exceed \$40,000.00 and will be billed on an hourly basis at \$45.00 per hour. All projects and engagements will be defined by OneNet and each will have designated outcomes and/or deliverables. This price is inclusive of all expenses, including the professional services, communication, travel and miscellaneous items. All costs and expenses will be invoiced on a monthly basis.



**OneNet**  
*Oklahoma's Telecommunications Network*  
***PROFESSIONAL SERVICES CONTRACT***

Between  
William Shafer, Consultant  
and  
The Oklahoma State Regents for Higher Education  
June 1, 2003 – June 30, 2003

**1.0 Purpose:**

OneNet, a division of the Oklahoma State Regents for Higher Education, is in need of specific telecommunications consulting services and will contract with William Shafer, an independent consultant, hereafter referred to as "Contractor" to provide technical assistance and consulting services described in the attached Exhibit One, Scope of Work.

**2.0 Scope of Work:**

Contractor to carry out the work described in the attached Exhibit One.

**3.0 Time of Performance:**

Contractor shall provide the services under this contract between the dates of June 1, 2003 through June 30, 2003.

**4.0 Funding:**

In consideration of the services satisfactorily performed by the Contractor under this Contract, OneNet agrees to pay Contractor \$5,000 labor charges, which OneNet represents has been allocated for the purposes of this Contract. Additional labor expenditures not included in this scope of work and non-labor expenditures related to the services of this Contract, including travel or on-site requirements, will be reimbursed to Contractor only if such expenditures have been approved in advance by OneNet. Payment for authorized travel will be in accordance with the State Travel Reimbursement Act.

## **5.0 Method of Payment:**

To obtain payment, Contractor will submit an itemized invoice for actual allowable costs incurred at the conclusion of the contract term to:

OneNet  
655 Research Parkway, Suite 200  
Oklahoma City, OK 73104  
(405) 225-9444  
Attn: Kurt A. Snodgrass

## **6.0 Records Maintenance, Retention, and Access:**

Contractor shall maintain proper accounting records and supporting documents that reflect all expenditures related to Contractor's performance of services under this contract. OneNet shall have right of access to these records for the purposes of monitoring and evaluating the Contractor's performance of services.

## **7.0 Independent Contractor Status and Responsibilities:**

In performing the services under this contract, the Contractor shall be an independent contractor with authority and responsibility to control and direct the performance of the services required under this contract, subject to OneNet's general right to inspect work in progress to determine whether the services are being performed in accordance with this contract.

All persons hired and/or contracted by Contractor will be Contractor's employees and/or subcontractors. Contractor shall be responsible for the accuracy and completeness and adequacy of all services performed by the Contractor's employees and/or subcontractors and shall ensure that all standards of quality generally accepted in the field are complied with and satisfactorily met. Contractor shall be responsible for payment of applicable income and related statutory taxes and reporting documents.

## **8.0 Nondiscrimination and Equal Employment Opportunities:**

No person shall on the ground of race, religion, color, handicap, national origin, sex, age, political affiliation, or beliefs be excluded from participation in, be denied the benefits of, or be subject to discrimination under the program or activity funded or otherwise financially assisted, in whole or in part with funds made available hereunder.

## **9.0 Contracts and Assignments:**

Except as specifically stated herein above, the Contractor shall not subcontract or assign any part of the services to be performed under this Contract without the prior written consent and approval of OneNet.

**10.0 Communication:**

The names, addresses, and telephone numbers of the direct contact person for each of the parties is as follows:

**Kurt A. Snodgrass**

Vice Chancellor for Information Technology and Telecommunications  
Oklahoma State Regents for Higher Education  
655 Research Parkway, Suite 200  
Oklahoma City, OK 73104  
Phone: 405.225.9444  
Fax: 405.225.9250  
Toll Free: 888.566.3638  
www.onenet.net

**William Shafer**

617 Shadow Creek Court  
Norman, OK 73072  
Phone: (405) 364-5632  
bshafer@onenet.net

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement the day and year written above.

06-01-03  
\_\_\_\_\_  
**William Shafer, Consultant** **Date**

06-01-03  
\_\_\_\_\_  
**Paul G. Risser, Chancellor** **Date**  
**Oklahoma State Regents for Higher Education**

**Documents Attached: Exhibit One: Scope of Work**

**EXHIBIT ONE - Scope of Work**  
**OneNet Telecommunications Consulting and Strategic Planning**

**Contractor Responsibilities and Deliverables:**

The responsibilities to be assumed by the Contractor under this Agreement include, but are not limited to, the following:

- 1) Identification and development of strategic partnerships, initiatives and opportunities that support and enhance the diverse missions of research, education, telemedicine, government and economic development;
- 2) Maintaining a significant role with regard to the incorporation of new, advanced applications such as the Virtual Internet School in Oklahoma Network (VISION), the Ponca City Bandwidth Project and other applications as they are deemed applicable to the mission of the network;
- 3) Research, direction and overall engagement leadership related to telecommunications agreements, contracts, rate negotiations and tariffs;
- 4) Participation in network planning, evaluation and analysis;
- 5) Collaboration with Vice Chancellor for Information Technology and Telecommunications with regard to strategic planning, budgeting and network expansion;
- 6) Guidance regarding convergence of telecommunications technologies (e.g. Vo-IP); and
- 7) Involvement in project planning, coordination and network development.

It is further understood that during the time that the Contractor is performing services for OneNet, he will be expected to coordinate his activities with the Chancellor and/or his designee(s), the Vice Chancellor for Information Technology and Telecommunications.



**OneNet**  
*Oklahoma's Telecommunications Network*  
***PROFESSIONAL SERVICES CONTRACT***

Between  
William Shafer, Consultant  
and  
The Oklahoma State Regents for Higher Education  
July 1, 2003 – June 30, 2004

**1.0 Purpose:**

OneNet, a division of the Oklahoma State Regents for Higher Education, is in need of specific telecommunications consulting services and will contract with William Shafer, an independent consultant, hereafter referred to as "Contractor" to provide technical assistance and consulting services described in the attached Exhibit One, Scope of Work.

**2.0 Scope of Work:**

Contractor to carry out the work described in the attached Exhibit One.

**3.0 Time of Performance:**

Contractor shall provide the services under this contract between the dates of July 1, 2003 through June 30, 2004.

**4.0 Funding:**

In consideration of the services satisfactorily performed by the Contractor under this Contract, OneNet agrees to pay Contractor a rate of \$45.00 per hour up to an amount not to exceed \$40,000.00, which OneNet represents has been allocated for the purposes of this Contract. Additional labor expenditures not included in this scope of work and non-labor expenditures related to the services of this Contract, including travel or on-site requirements, will be reimbursed to Contractor only if such expenditures have been approved in advance by OneNet. Payment for authorized travel will be in accordance with the State Travel Reimbursement Act.

## **5.0 Method of Payment:**

To obtain payment, Contractor may periodically submit an itemized invoice for allowable costs incurred in the performance of the contract to:

OneNet  
655 Research Parkway, Suite 200  
Oklahoma City, OK 73104  
(405) 225-9444  
Attn: Kurt A. Snodgrass

## **6.0 Records Maintenance, Retention, and Access:**

Contractor shall maintain proper accounting records and supporting documents that reflect all expenditures related to Contractor's performance of services under this contract. OneNet shall have right of access to these records for the purposes of monitoring and evaluating the Contractor's performance of services.

## **7.0 Independent Contractor Status and Responsibilities:**

In performing the services under this contract, the Contractor shall be an independent contractor with authority and responsibility to control and direct the performance of the services required under this contract, subject to OneNet's general right to inspect work in progress to determine whether the services are being performed in accordance with this contract.

All persons hired and/or contracted by Contractor will be Contractor's employees and/or subcontractors. Contractor shall be responsible for the accuracy and completeness and adequacy of all services performed by the Contractor's employees and/or subcontractors and shall ensure that all standards of quality generally accepted in the field are complied with and satisfactorily met. Contractor shall be responsible for payment of applicable income and related statutory taxes and reporting documents.

## **8.0 Nondiscrimination and Equal Employment Opportunities:**

No person shall on the ground of race, religion, color, handicap, national origin, sex, age, political affiliation, or beliefs be excluded from participation in, be denied the benefits of, or be subject to discrimination under the program or activity funded or otherwise financially assisted, in whole or in part with funds made available hereunder.

## **9.0 Contracts and Assignments:**

Except as specifically stated herein above, the Contractor shall not subcontract or assign any part of the services to be performed under this Contract without the prior written consent and approval of OneNet.

**10.0 Communication:**

The names, addresses, and telephone numbers of the direct contact person for each of the parties is as follows:

**Kurt A. Snodgrass**

Vice Chancellor for Information Technology and Telecommunications  
Oklahoma State Regents for Higher Education  
655 Research Parkway, Suite 200  
Oklahoma City, OK 73104  
Phone: 405.225.9444  
Fax: 405.225.9250  
Toll Free: 888.566.3638  
www.onenet.net

**William Shafer**

617 Shadow Creek Court  
Norman, OK 73072  
Phone: (405) 364-5632  
bshafer@onenet.net

**IN WITNESS WHEREOF**, the parties hereto have executed this agreement the day and year written above.

07-01-03

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**William Shafer, Consultant** **Date**

07-01-03

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**Paul G. Risser, Chancellor**  
**Oklahoma State Regents for Higher Education** **Date**

**Documents Attached: Exhibit One: Scope of Work**

**EXHIBIT ONE - Scope of Work**  
**OneNet Telecommunications Consulting and Strategic Planning**

**Contractor Responsibilities:**

The responsibilities to be assumed by the Contractor under this Agreement include, but are not limited to, the following:

- 8) Identification of critical issues and development of potential solutions related to all agreements between the Oklahoma Office of State Finance, the Oklahoma State Regents and the Oklahoma Turnpike Authority.
- 9) Identification and development of strategic partnerships, initiatives and opportunities that support and enhance the diverse missions of research, education, telemedicine, government and economic development;
- 10) Maintaining awareness and providing input with regard to the incorporation of new, advanced applications such as the Virtual Internet School in Oklahoma Network (VISION), the Ponca City Bandwidth Project, hosted Exchange and other applications as they are deemed applicable to the mission of the network;
- 11) Participation in telecommunications rate negotiations, contracts and tariffs;
- 12) Participation in network planning, evaluation and analysis;
- 13) Providing guidance regarding convergence of telecommunications technologies (e.g. Vo-IP); and
- 14) Involvement in project planning, coordination and network development.

It is further understood that during the time that the Contractor is performing services for OneNet, he will be expected to coordinate his activities with the Chancellor and/or his designee(s), the Vice Chancellor for Information Technology and Telecommunications.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-f (3)**

**Contract/Agreement**

**SUBJECT:** Contract with Attorney General

**RECOMMENDATION:**

**It is recommended that the State Regents approve the attached legal services contract with the Office of the Oklahoma Attorney General for Fiscal Year 2004.**

**BACKGROUND:**

At its September 14, 2001 meeting, the State Regents authorized the Chancellor to enter into a contract with the Attorney General for the services of AAG Lisa T. Davis. At that time, it was envisioned that having Ms. Davis's services on a full-time basis would facilitate the settlement of the *Condit* lawsuit. It was also anticipated that an array of new issues pertaining to the transition of the Quartz Mountain Center (QMC) to the State System would require legal oversight. Finally, it was thought that Ms. Davis could serve State System institutions that do not have their own legal counsel. The State Regents subsequently voted to renew the contract for FY 03.

Although the *Condit* lawsuit has been settled and the need for constant legal involvement in QMC issues has diminished, Ms. Davis has had considerable involvement in matters involving smaller State system institutions and the higher education centers. She has also made significant contributions to a number of special projects.

Changes in the legal needs of the agency coupled with budgetary constraints caused by a reduction in state appropriations have led to a staff recommendation that the contract be reduced from full-time to half-time. The cost of the contract will be \$51,324.12 monthly or \$4,277.01 monthly.

**POLICY ISSUES:**

Contracts for legal services between the Oklahoma Attorney General and certain named agencies, specifically including the State Regents, is authorized by 74 O. S. 2001, §18/ as amended. This is a renewal of an existing contract.

**ANALYSIS:**

Although two of the three original purposes for the contract have either disappeared (*Condit*) or diminished (QMC), new issues suited to the special expertise of the Attorney General's office continue to arise and the contract thus retains considerable value to the State Regents and the State System.

- The contract provides a strong connection with the AG's office, current information about the AG's thinking on a number of issues, links to the AG's advice to other agencies on issues of common concern, among other intangible benefits.

- The contract has enabled us to provide legal services support to the higher education centers and small institutions that do not have ready access to legal services. This is consistent with our preventative law philosophy. The primary demand for these services comes from the two centers (Ardmore and McCurtain), Carl Albert, Western, and Northern. (Note: the AG is legally obligated to provide legal services to all agencies of state government, without charge. As a practical matter, the AG's level of support for higher education institutions has always been *de minimis*.)
- The contract provides high quality legal services to the State Regents on those infrequent occasions in which the General Counsel has a conflict of interest.
- Given Ms. Davis's litigation background, the contract provides an additional dimension to existing legal services in litigation-sensitive areas like employment law.

A copy of the proposed contract is attached. Approval of the contract is recommended.

**CONTRACT FOR LEGAL SERVICES  
FISCAL YEAR 2004**

**1. PARTIES:**

This Agreement is between the Office of Attorney General and the Oklahoma State Regents for Higher Education (OSRHE), and the authorized signatures below bind the parties to the terms set out hereafter.

**2. AUTHORITY:**

This Agreement is authorized by virtue of 74 O.S. 2001, § 18l.

**3. CONTRACT DURATION:**

This Agreement commences July 1, 2003, and covers fiscal year 2004, ending June 30, 2004.

**4. CONSIDERATION:**

(a) The Attorney General's Office ("AGO") shall provide the legal services of Assistant Attorney General Lisa T. Davis for and on behalf of OSRHE during the contract period, in exchange for payment in the amount of \$51,324.12 annually, with monthly payments in the amount of \$4,277.01. This sum is comprised of the salary and benefits of Ms. Davis and non-salary costs incurred in connection with the provision of legal services pursuant to this contract. The OSRHE will be billed monthly for the monthly amount set forth above. Should the OSRHE desire that Ms. Davis have additional training, any costs associated with such training shall be paid by the OSRHE. OSRHE shall reimburse Ms. Davis pursuant to the Travel Reimbursement Act for travel undertaken by Ms. Davis on behalf of OSRHE.

(b) The scope of legal services to be provided by Ms. Davis includes matters pertaining to the OSRHE's official duties, particularly including representation in legal proceedings, provision of legal advice and assistance, appearance at meetings of the OSRHE as necessary and other legal needs, consistent with the provisions of Paragraph 6.

(c) The AGO, if requested by the OSRHE, shall provide quarterly reports to the OSRHE setting forth the time expended and the work performed by Ms. Davis. These reports shall be furnished by October 15, January 15, April 15 and July 15.

(d) It is explicitly recognized, however, that the consideration paid herein by the OSRHE is in the nature of a retainer which enables the AGO to employ an additional half-time equivalent employee for the duration of this contract, and ensure the availability of Ms. Davis for the OSRHE regardless of whether Ms. Davis is in fact utilized. It is agreed by the parties that the AGO's obligation to provide legal services to the OSRHE will be fulfilled by the availability of Ms. Davis for the purposes provided for in this Agreement, regardless of the number of hours actually used by the OSRHE. It is also agreed by the parties that the AGO will not make substantive assignments of non-OSRHE work to Ms. Davis, except to the extent applicable to other AGO General Counsel Division lawyers. In no event should such assignments conflict with the obligations to the OSRHE created by this contract. It is further agreed that Ms. Davis will be expected to attend staff meetings and other routine administrative functions of the AGO.

**5. OFFICE LOCATION:**

The OSRHE will provide an office and reasonable support services for Ms. Davis at its offices, to facilitate the delivery of legal services.

**6. SUPERVISION:**

Ms. Davis will be expected to coordinate her activities on behalf of the OSRHE with the OSRHE General Counsel. The OSRHE, acting through the Chancellor and his designee, reserve the right to determine the scope of Ms. Davis' activities on their behalf. However, the supervision of Ms. Davis and her work product, and its consistency with AGO policies, shall remain the prerogative of the AGO.

**7. TERMINATION:**

This agreement may be terminated by either party upon 60 days written notice.

**8. AGENCY DESIGNEES:**

The authorized agent and designee for the Office of Attorney General is Gay Abston Tudor. The authorized agent and designee for the OSRHE is Paul G. Risser.

**OKLAHOMA STATE REGENTS  
FOR HIGHER EDUCATION**

**OFFICE OF THE ATTORNEY GENERAL**

**By:** \_\_\_\_\_  
**Paul G. Risser**  
**Chancellor**

**By:** \_\_\_\_\_  
**Gay Abston Tudor**  
**Assistant Attorney General**  
**Chief, General Counsel Section**

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

Regents.Lisa Davis



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-f (4)**

**Contract/Agreement**

**SUBJECT:** Service Agreement Renewal

**RECOMMENDATION:**

**It is recommended that the State Regents approve the service agreement between the Board of Regents of the University of Oklahoma and the Oklahoma State Regents for the service rendered to the EPSCoR program by Sandy Cunningham for the contract period of July 2003 through June 2004.**

**BACKGROUND:**

Since February 2001, the State Regents have entered into a service agreement with the Board of Regents of the University of Oklahoma for shared personnel services. Through May 2003, Lesa Borin of the Regents' staff served as the Coordinator for the EPSCoR Director and provided services that included scheduling quarterly Committee meetings, coordinating EPSCoR agency proposal presentations and served as a liaison between the Director and the staff of the Oklahoma State Regents Office. Sandy Cunningham will replace Lesa Borin in providing support services due to a reorganization of State Regents' staff and new responsibilities under Ms. Borin's administration.

**POLICY ISSUES:**

This recommendation is in accordance with State Regents' policy.

**ANALYSIS:**

This recommendation renews the service agreement for the period of June 2003 through May 2004 for the services that Regents' staff member, Sandy Cunningham, will provide to the EPSCoR Director's office. The agreement provides that 30% of the salary and benefits for services rendered will be reimbursed from the EPSCoR Research Infrastructure Improvement Plan grant funded through the National Science Foundation contract EPS-0132534. The total annual reimbursement of the \$17,000 will be invoiced on a monthly basis throughout the contract term.

## SERVICE AGREEMENT

**OUHSC PI: Dr. Frank Waxman**

**OUHSC C Account: C3015001**

This Service Agreement is entered into on this 1<sup>st</sup> day of June 2003, by and between the Board of Regents of the University of Oklahoma on behalf of Dr. Frank Waxman ("University") and the Oklahoma State Regents for Higher Education on behalf of Sandy Cunningham ("OSRHE").

Whereas, the University has been awarded Subcontract No. EPSCoR 2002-2 under Prime Contract Number EPS-0132534 entitled "EPSCoR Research Infrastructure Improvement Plan" from the National Science Foundation for the provisions of certain services, and:

Whereas OSRHE is uniquely situated to assist University in the provision of some of those services, as described below.

Now, therefore, in consideration of the foregoing and the mutual covenants contained herein, the parties agree as follows:

1. OSRHE will provide the following services to University:

Sandy Cunningham will serve as Coordinator for the Director which includes managing the OSRHE Matching Funds commitment to Oklahoma EPSCoR; scheduling quarterly EPSCoR Committee meetings; staffing the meeting and recording the minutes; coordinating EPSCoR agency pre-proposal presentation and proposal selection meetings; coordinating the distribution of proposals to both the EPSCoR committee members and the members of the selection committee; serving as a liaison between the Director and the Oklahoma State Regents for Higher Education Office; traveling to the annual NSF EPSCoR National Conference; and perform other administrative duties as assigned.

2. This Agreement shall be for a total amount of \$17,000 (30% effort) for services provided. OSRHE will invoice University monthly for one-twelve of the total amount of the agreement, and University will pay OSRHE no later than forty-five (45) days following the receipt of the invoice.
3. The parties agree that each will be responsible for their own negligent and intentional acts and omissions, with the University's liability governed by the Oklahoma Governmental Claims Act.
4. The term of this agreement shall be from June 1, 2003 to May 31, 2004 unless (a) either party gives the other 30 days written notice of its intent to terminate the agreement, or (b) the award under which the University has agreed to provide these services is terminated. Either party may terminate the Agreement immediately in the event of material breach of the Agreement.
5. Upon request, OSRHE shall allow University, any representative of the State, or other authorized agency with jurisdiction over University to inspect and audit the books and records of OSRHE related to services, items, or responsibilities provided to or to be provided hereunder.





Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-g (1):**

**Regents Education Program**

**SUBJECT:** Regents Education Program

**RECOMMENDATION:**

**It is recommended that the State Regents ratify the education event described below for Regents Education Program credit.**

**BACKGROUND:**

Throughout the year, institutions and other organizations hold seminars, lectures, or other events that are beneficial to the state's 128 regents and trustees. The State Regents also hold conferences relating to high priority issues and items on their workplan that are of benefit to the state's regents and trustees. If the events meet the criteria established in the Regents' Education Program, the Chancellor, in accordance with authority delegated to him in the Regents' Rules of Operation, alerts board members that the events qualify toward meeting the 15-hour continuing education credit requirement for new/reappointed board members. Such action is ratified by the State Regents at the next regular meeting.

**POLICY ISSUES:**

One event has qualified for credit under the Regents Education Program guidelines and procedures and need board ratification as noted below.

**ANALYSIS:**

The following offering has been authorized for Regents Education Program credit. Ratification by the State Regents is requested.

TITLE:	Preparing for the Unthinkable: Updating Emergency Plans and Conduction Emergency Response Exercises
HOST:	Regents' Training Center and Oklahoma City Community College
DATE:	July 25, 2003
LOCATION:	Oklahoma City Community College
REP CREDIT:	6 hours Issues



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #24-g (2):**

**Regents Education Program**

**SUBJECT:** Amendment to Operating Policy

**RECOMMENDATION:**

**It is recommended that the State Regents approve the following amendments to the Regents Education Program.**

**BACKGROUND:**

The 1990 Oklahoma Legislature created the Regents Education Program and assigned its administration to the Oklahoma State Regents for Higher Education. The purpose of the program is to “educate Oklahoma regents and trustees about the nature of their responsibilities and the seriousness with which they should be undertaken.” There are many other board education programs in the nation, but the Oklahoma program is unique in that it is a statutorily mandated requirement for higher education board appointees. Another unique component is the statutory requirement for two of the 15 education hours to be in ethics. All appointed and reappointed higher education board members must complete the 15 hour requirement within two years of their appointment date. Providing leadership for the program is a Regents Education Program Advisory Committee. The committee has recommended several modifications to the REP policy, the effect of which is to streamline the program’s operations.

**POLICY ISSUES:**

Regents adopted the Regents Education Program operating policy and procedure in May 1991. The policy was revised in 1997. The proposed amendments are consistent with state statute authorizing the program.

**ANALYSIS:**

Most of the changes recommended in the Regents Education Program operating policy and procedures are of a housekeeping nature and include updating in statutory citations, the number of higher education boards and regents, and other outdated citations.

The primary and substantive change is the removal of “core” and “issues” credit specification. At the time of the program’s 1990 creation, the Regents Education Program Advisory Committee believed it important to specify that at least 8 hours of the program should comprise a core of knowledge mandated for all Regents. Since that time, the policy has been modified to provide up to four hours of credit for orientation briefings given by institutions and governing board offices. Because the orientation briefings contain the core knowledge, the reason for the issues and core credit distinction in policy is moot. State statutes do not require the issues/core credit distinction.

## **POLICY AND PROCEDURE FOR OPERATING THE REGENTS EDUCATION PROGRAM**

American higher education has thrived under the unique concept of lay governance. If that tradition is to continue, qualified men and women must be selected to serve as regents, and they must also be educated to govern in situations of increased complexity and accelerating change.

A series of legislation was passed in Oklahoma during the late 1980s to improve Oklahoma higher education and increase its accountability. That activity was capped by the passage of bills in 1990 calling for a regents' education program. The purpose of the program is to educate Oklahoma regents and trustees about the nature of their responsibilities and the seriousness with which they should be undertaken. More specifically, the program is to provide information and understandings that will allow regents and trustees to perform their public responsibilities and to govern successfully in the face of greater calls for wider programs and services, mandates for greater accountability, changing clientele and demands, and resource scarcity.

### **I. AUTHORIZATION.**

- A. Oklahoma law (70 O.S.—~~Supp.~~1990~~2001~~, Sections 3228 and 3228.1) establishes a program to educate Oklahoma regents and trustees about the nature of their responsibilities and seriousness with which they should be undertaken.

### **II. PROGRAM NAME.**

- A. The name of the program will be the "Regents Education Program."

### **III. DEFINITIONS.**

- A. Regents Education Courses: Courses, seminars, lectures, videotapes, and orientations approved by the State Regents as part of the Regents Education Program and offered for credit.
- B. Credit. Credit referenced in the context of the Regents Education Program refers to clock hour credit earned to satisfy requirements of this program only. It does not refer to "collegiate" credit, which can be applied to college/university transcripts.
- C. Hours. The unit of credit assigned by the State Regents to Regents Education Courses. The unit of credit will indicate the relative importance and value of the offering but will not exceed the actual hours and minutes of course duration.
- ~~D. Course Bulletin. The schedule of Regents Education Courses, which is distributed semiannually and supplemented with updates.~~
- DE. Date of Taking Office. The date on which a qualified person (one who meets the age requirements and other qualifications set out in 70 O.S. 1991 Section 3202(b)) "takes office" thus triggering the continuing education requirements. It is the first date on which one of the following sets of criteria is satisfied.

- (1) The appointment has been confirmed by the Senate, the appointee has taken the oath provided by law, and the predecessor's term has expired, or
- (2) The individual's nomination has been submitted to the Senate (but has not yet been confirmed), the current Regent has resigned (or otherwise vacated the office as provided in 51 O.S. 1991, Section 8), the Governor has appointed the individual to hold the office on an interim basis pending Senate confirmation (74 O.S. 1991, Section 2.2) and the appointee has taken the oath provided by law.

#### IV. ADMINISTRATION.

- A. The Oklahoma State Regents for Higher Education are charged with responsibility for developing and operating the program in consultation with the State Attorney General's office.
- B. A "Regents Education Program Advisory Committee" shall be formed to assist, advise, develop, and react to proposals.
  1. Duties. The advisory committee will provide counsel to the Chancellor in (a) designing, implementing, and refining the program and (b) in developing an annual curriculum.
  2. Membership/Terms. The advisory committee will be comprised of 8-10 individuals representing the faculty, administration, and board staff of two-year, four-year, and comprehensive institutions. A current or former regent with service experience preferably on two of the three types of higher education boards (coordinating, governing, administrative) may also be selected to serve on the committee. Members of the committee will be appointed by the Chancellor. Ex officio members of the committee will include the Assistant Attorney General serving as the higher education liaison, the Executive Assistant to the ~~the~~ individual representing the Chancellor for Board Relations, and the Executive Secretaries of the three multi-institution governing boards.

#### V. ELIGIBILITY.

- A. All regents and trustees for Oklahoma's 2017 higher education boards ~~appointed after January 1, 1991,~~ will complete the Regents Education Program as required by law.
- ~~B. All regents and trustees for Oklahoma's 18 higher education boards appointed or reappointed after January 1, 1991, will be given the opportunity to participate in the Regents Education Program.~~
- B~~C~~. All regents and trustees will generally be notified and given the opportunity to participate in the Regents Education Program even after the 15-clock hour requirement is satisfied.
- C~~D~~. Opportunity to participate in portions of the program may be made available and announced to others in the higher education community, common and vocational-technical education, other sectors of state government, the public at large, and regional/national education organizations.

## VI. DELIVERY.

- A. Regents education courses will be offered at various locations within the state with at least one-half of the offerings to be offered outside the major population centers.
- B. Courses will be offered through (1) classroom settings on campuses, (2) seminar settings in various locations, and (3) electronic media including audiotapes, satellite, compressed video, OneNet, videotapes, etc.
- ~~C. The State Regents will host seminars/lectureships on a quarterly basis, each containing portions of program components 2, 3, and 4 outlined in paragraph VII below. Generally, it is expected that each quarterly seminar/lectureship series would offer 4-8 hours of credit.~~
- CD. Courses may be hosted and offered by the following: The State Regents, colleges/universities, other government agencies, civic groups, national education or other professional organizations, and others. All such courses and their credit must be approved in advance by the State Regents' office. The State Regents will maintain an official "Regents Education Course Inventory" and will provide official notice of credit opportunities to the states' regents and trustees and college/university presidents.
- DE. Education sessions offered by institutions and board offices for their respective boards of regents may qualify for credit with advance approval.

## VII. PROGRAM.

Each ~~appointed or reappointed~~ Regent/Trustee ~~appointed after January 1, 1991,~~ must complete 15 hours of continuing education within two years of the date on which the Regent/Trustee takes office. Individuals appointed to a board for a term of less than two years are expected to participate in the Regents Education Program. For purposes of the Regents Education Program, an initial term of less than two years and a successive appointment to the same or another board in The Oklahoma State System of Higher Education will be treated as a single term and the Regent/Trustee will have two years from the date he/she takes office for the initial appointment in which to complete the continuing education requirement.

Two of the 15 hours must be in ethics as required by law. The remainder of the Regents Education Program will be comprised of three general areas of education: curriculum may be comprised of:

### A. ORIENTATION

~~1. REQUIRED: As a prerequisite for the Regents Education Program for all Regents/Trustees appointed after January 1, 1991. All boards are currently required (74 O.S. 20014984, Section 3101) to brief new members on the duties of their office within two weeks of appointment. Orientations are offered at the campus or system board site and conducted by the board secretary, president, and/or other executive officer familiar with the responsibilities of the board.~~

Board orientation sessions may qualify for up to four hours of Regents Education Program ~~with advance approval upon submission to and approval by the State Regents' office.~~

### B. CORE PROGRAMS.

~~1. REQUIRED: Minimum of eight hours.~~

~~2. Purpose.~~ There is a standard, base-line knowledge necessary for the successful service of Regents/Trustees. Many members are successful business people and many have considerable experience in serving on boards of some type. While bringing these valuable perspectives to higher education lay governance, a familiarity with specific responsibilities of regents will be beneficial to understand and provide effective leadership for the higher education operation.

~~3. Issues for the Core Programs would relate to the include:~~

~~History and traditions of higher education and lay governance in America and would include such issues as: such as:~~

- (1) academic freedom and tenure,
- (2) institutional autonomy/central control, State System policies, State Regents/governing board regents responsibilities,
- (3) development of the three-tiered system of two-year colleges, regional universities, and research universities,
- (4) governance systems in higher education and the role of lay governance,
- (5) the distinction between policy development and day-to-day management,
- (6) faculty and student roles in the governance process,
- (7) politics and higher education,
- (8) higher education finance (sources of support as well as accounting practices and principles),
- (9) legal aspects of higher education and legal responsibilities of regents, and
- (10) ethics issues facing individual regents, boards, and institutions (two clock hours required by law)

~~4. Methods for delivery of this coursework include:~~

- a. ~~The key method of delivery will be an annual one to two day seminar. Core courses may also be taken through the year by one of the methods described below.~~
- b. ~~Multimedia package on Trustee Responsibilities (Kellogg Foundation/Association of Governing Boards) to be shown at campus or board office locations.~~
- e. ~~Seminars conducted by well known speakers, national education organizations, government agencies, etc., as approved by the State Regents.~~
- d. ~~Campus based lectures by Oklahoma higher education faculty on specified topics.~~

~~e. Videotapes on higher education leadership to be used in campus classroom settings with faculty-conducted question and answer sessions following.~~

C. HIGHER EDUCATION ISSUES.

~~1. REQUIRED: Minimum of 3 hours.~~

~~2. Purpose. Courses in this part of the curriculum will be designed to keep Oklahoma Regents and Trustees apprised of state and national issues that impact the operation of their colleges/universities and higher education generally. This curriculum will acquaint board members with the issues and provide information that will allow better planning for the future. Some of the issues may be a take-off or expansion of issues more generally addressed in the core Regents' Responsibilities section.~~

~~3. Issues Courses may be unrelated to institutional type or institutional-type specific, such as:~~

~~(1) a. Students--Yesterday, Today, and Tomorrow. A workshop concerning changing American college student body and the effects of those changes on the nature of the institution, student support services, and long-range planning; student retention and graduation; advising and counseling, the multicultural, multiethnic campus; the non-traditional student, the differing roles of the different types of institutions.~~

~~(2) b. Workshop on Higher Education Finance. Presentations on capital projects, foundations, state laws governing different kinds of money, different kinds of funding methods used in different states.~~

~~(3) e. Assessment and accountability in Higher Education. One of the hottest national issues today, concerning the assessment of student learning, evaluation of programs, faculty evaluation and merit pay, strategic planning as a way of focusing resources and maximizing opportunities.~~

~~(4) d. Fundraising. Presentations on alternative sources and methods of funding.~~

~~(5) e. Other current issues such as the role of athletics, fraternities and sororities, racism on campus, general education versus professional education.~~

~~4. Methods for delivery of issues coursework are listed in VII.B.4 above.~~

**VIII. CLASS SCHEDULE NOTIFICATION/CERTIFICATION**

~~A. The offerings class schedule will be announced via periodic "Regents eEducation pProgram Bbulletins and postcard alerts." Updates may also be made using postcard alerts.~~

~~B. The master annual schedule will be developed in consultation with the above committees, councils and offices and submitted by the Chancellor for State Regents' approval. Updates in the annual schedule will be approved by the Chancellor in accordance with policy guidelines.~~

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #25-a:**

**Reports – Programs**

**SUBJECT:** Status Report on Program Requests.

**RECOMMENDATION:**

**This is an information item.**

**BACKGROUND:**

The Status Report on Program Requests tracks the status of all program requests received since July 1, 2002, as well as requests pending from the previous year.

**POLICY ISSUES:**

This report lists pending requests regarding degree programs as required by the State Regents' *"Policy Statement on Program Approval."*

**ANALYSIS:**

The following pages contain the Current Degree Program Inventory and the following schedules:

- I. Letters of Intent
- II. Degree Program Requests Under Review
- III. Approved New Program Requests
- IV. Requested Degree Program Deletions
- V. Approved Degree Program Deletions
- VI. Requested Degree Program Name Changes
- VII. Approved Degree Program Name Changes
- VIII. Requested Degree Designation Changes
- IX. Approved Degree Designation Changes
- X. Completed Cooperative Agreements
- XI. Suspended Programs
- XII. Reinstated Programs
- XIII. Requested Inventory Reconciliations
- XIV. Approved Inventory Reconciliations

# CURRENT DEGREE PROGRAM INVENTORY

**June 30, 2003**

(Table reflects actions taken at the May 30, 2003 State Regents' meeting)

Institution	No. of Programs	Associate in Arts/ Associate in Science	Associate in Applied Science	Baccalaureate	Master's	Doctoral	First Professional	Total	Certificates
<b>OU</b>	233	0	0	104	77	48	0	229	4
<b>OUHSC</b>	58	0	0	6	28	16	6	56	2
<b>OU-LAW</b>	1	0	0	0	0	0	1	1	0
<b>OSU</b>	214	0	0	89	70	43	0	202	12
<b>OSUTB-OKC</b>	48	7	26	0	0	0	0	33	15
<b>OSUTB-OKM</b>	21	3	18	0	0	0	0	21	0
<b>OSU Vet Med</b>	1	0	0	0	0	0	1	1	0
<b>OSU-COM</b>	4	0	0	0	2	1	1	4	0
<b>ECU</b>	41	0	0	33	8	0	0	41	0
<b>NSU</b>	87	0	0	63	16	0	1	80	7
<b>NWOSU</b>	46	0	0	39	6	0	0	45	1
<b>RSU</b>	32	15	9	6	0	0	0	30	2
<b>SEOSU</b>	60	0	0	51	9	0	0	60	0
<b>SWOSU</b>	66	4	8	38	15	0	1	66	0
<b>UCO</b>	90	0	0	62	26	0	0	88	2
<b>CU</b>	43	2	9	28	4	0	0	43	0
<b>LU</b>	37	6	0	28	2	0	1	37	0
<b>OPSU</b>	33	4	4	25	0	0	0	33	0
<b>USAO</b>	25	0	0	25	0	0	0	25	0
<b>CASC</b>	37	24	8	0	0	0	0	32	5
<b>CSC</b>	37	26	7	0	0	0	0	33	4
<b>EOSC</b>	34	23	9	0	0	0	0	32	2
<b>MSC</b>	31	18	9	0	0	0	0	27	4
<b>NEOAMC</b>	59	22	12	0	0	0	0	34	25
<b>NOC</b>	39	21	18	0	0	0	0	39	0
<b>OCCC</b>	66	21	22	0	0	0	0	43	23
<b>RCC</b>	33	17	11	0	0	0	0	28	5
<b>Rose</b>	65	29	28	0	0	0	0	57	8
<b>SSC</b>	24	18	4	0	0	0	0	22	2
<b>TCC</b>	105	23	48	0	0	0	0	71	34
<b>WOSC</b>	15	2	12	0	0	0	0	14	1

<b>System Total</b>	<b>1,685</b>	<b>285</b>	<b>262</b>	<b>597</b>	<b>263</b>	<b>108</b>	<b>12</b>	<b>1,527</b>	<b>158</b>
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## I. Letters of Intent

<b>Institution</b>	<b>Degree Program</b>	<b>Date Received</b>
OSU-OKC	Associate in Applied Science in Hotel and Restaurant Administration	7/24/02
OSU-OKC	Certificate in Hotel and Restaurant Administration	7/24/02
OCCC	Associate in Applied Science in Database Management	10/25/02
OCCC	Associate in Applied Science in Network Technology	10/25/02
RCC	Certificate in Para-Education	11/5/02
OSU-OKC	Certificate in Supply Chain Management	12/12/02
OCCC	Associate in Science in Cyber/Information Security	2/7/03
OCCC	Associate in Applied Science in Cyber/Information Security	2/7/03
OCCC	Certificate in Cyber/Information Security	2/7/03
OCCC	Associate in Arts in Film and Video Production	2/7/03
OCCC	Associate in Science in Biotechnology	2/7/03
OU	Doctor of Philosophy in Ecology and Evolutionary Biology	2/21/03
OSU	Certificate in Engineering and Technology Management	2/25/03
OSU-OKC	Associate in Applied Science in Applied Health Technology	4/29/03
TCC	Associate in Science in Pre Computer Science	5/8/03

## II. Degree Program Requests Under Review

July 1, 2002 to present

<b>Institution</b>	<b>Degree Program</b>	<b>Date Rec'd</b>	<b>Status</b>
OSU-OKC	Associate in Science in General Studies	4/24/02	undergoing review
RCC	Certificate in Early Childhood Center Management	11/1/02	undergoing review
OSU	Bachelor of Arts in Liberal Studies	5/12/03	undergoing review
OSU	Bachelor of Science in Liberal Studies	5/12/03	undergoing review
Rose	Associate in Science in Geosciences	6/4/03	undergoing review
NSU	Bachelor of Business Administration in Entrepreneurship	4/29/03	June 30, 2003
OSU	(graduate) Certificate in Family Financial Planning	5/12/03	June 30, 2003
OSU	Master of Science in Agricultural Communications	5/12/03	June 30, 2003
OSU-OKC	Associate in Applied Science in Supply Chain Management	5/12/03	June 30, 2003
OSU-OKC	Associate in Applied Science in Power Transmission and Distribution Technology	5/12/03	June 30, 2003
OU	Doctor of Philosophy in Bioengineering	2/10/03	June 30, 2003
OU	Master of Science in Bioengineering	2/10/03	June 30, 2003
OU	Master of Professional Writing	5/16/03	June 30, 2003
OUHSC	Bachelor of Science in Radiation Sciences	5/29/03	June 30, 2003
TCC	Certificate in Fire and Emergency Services	5/29/03	June 30, 2003

### III. Approved New Program Requests

July 1, 2002 to present

Institution	Degree Program	Date Rec'd	Date Approved
CSC	Associate in Science in Computer Information Systems	7/12/02	September 13, 2002
OSU-OKC	Certificate in Early Care Education Administration	8/5/02	September 13, 2002
OU	Master of Arts in Organizational Dynamics	6/26/02	September 13, 2002
RSU	Bachelor of Science in Business Administration	9/5/02	November 1, 2002
TCC	Associate in Applied Science in Chemical Laboratory Technology	9/23/02	November 1, 2002
TCC	Associate in Applied Science in Telecommunications Management	6/11/02	November 1, 2002
TCC	Certificate in Computer Information Systems - Digital Video	10/21/02	December 5, 2002
TCC	Certificate in Computer Information Systems - Web Design	10/21/02	December 5, 2002
OU	Master of Science in Knowledge Management	12/18/02	February 21, 2003
OSU	Bachelor of Fine Arts in Theatre	10/31/01	April 3, 2003
OU	Master of Science in Environmental Engineering	12/18/02	April 3, 2003
OU	Doctor of Philosophy in Environmental Engineering	12/18/02	April 3, 2003
CASC	Associate in Applied Science in Radiologic Technology	3/11/03	April 3, 2003
NWOSU	Bachelor of Applied Arts and Sciences in Technical Management	4/14/03	May 30, 2003
OU	Bachelor of Arts in Human Relations	4/2/03	May 30, 2003
OU	Master of Arts in Native American Studies	2/21/03	May 30, 2003
OSU-OKC	Associate in Applied Science in Applied Trades Technology	2/3/03	May 30, 2003
OSU-OKC	Associate in Applied Science in Emergency Medical Services - Municipal Fire Protection	11/8/02	May 30, 2003

## IV. Requested Degree Program Deletions

July 1, 2002 to present

Institution	Degree Program (program code)	Date Rec'd	Scheduled for Action
OUHSC	Master of Public Health in Health Administration and Policy (017)	5/29/03	June 30, 2003
OUHSC	Master of Public Health in Occupational and Environmental Health (019)	5/29/03	June 30, 2003
OUHSC	Master of Public Health in Health Promotion Sciences (045)	5/29/03	June 30, 2003
OPSU	Associate in Applied Science in Art (056)	5/20/03	June 30, 2003
RSU	Associate in Applied Science in Business Management and Administration (006)	5/20/03	June 30, 2003
CSC	Associate in Applied Science in Computer Systems Information Technology (011)	5/2/03	June 30, 2003
CSC	Certificate in Computer Systems Information Technology (079)	5/2/03	June 30, 2003
OSU-OKC	Associate in Applied Science in Alcohol and Substance Abuse Counseling (069)	4/24/03	June 30, 2003
OSUTB-OKM	Associate in Applied Science in Telecommunications Technology (088)	5/16/03	June 30, 2003
ROSE	Associate in Applied Science in Administrative Office Technology (046)	5/29/03	June 30, 2003
ROSE	Certificate in Administrative Office Technology (100)	5/29/03	June 30, 2003
ROSE	Associate in Applied Science in E-Commerce (120)	6/4/03	June 30, 2003

## V. Approved Degree Program Deletions

July 1, 2002 to present

Institution	Degree Program (program code)	Date Rec'd	Date Approved
NWOSU	Bachelor of Arts in Geography (017)	6/17/02	September 13, 2002
TCC	Certificate in Medical Office Administration (183)	7/18/02	September 13, 2002
EOSC	Associate in Arts in Art (004)	7/22/02	September 13, 2002
NWOSU	Bachelor of Arts in Library Media Specialist (023)	8/6/02	September 13, 2002
NEOAMC	Certificate in Management/Marketing Skills (101)	8/2/02	September 13, 2002
NEOAMC	Associate in Science in Education/Secondary (017)	8/2/02	September 13, 2002
NEOAMC	Certificate in Surgical Technology (065)	8/2/02	September 13, 2002
NEOAMC	Associate in Applied Science in Medical Assistant (116)	8/2/02	September 13, 2002
NEOAMC	Certificate in Medical Assistant (115)	8/2/02	September 13, 2002
NEOAMC	Associate in Arts in Journalism (028)	8/2/02	September 13, 2002
TCC	Associate in Applied Science in Semiconductor Manufacturing Technology (229)	8/28/02	November 1, 2002
RCC	Certificate in Ranch Management (053)	9/12/02	November 1, 2002
RCC	Certificate in Life Enrichment (051)	9/12/02	November 1, 2002
RSU	Associate in Applied Science in Social and Behavioral Studies (095)	9/5/02	November 1, 2002
OSUTB-OKM	Associate in Applied Science in Electronic Engineering Technology (021)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Medical Secretarial Technology (028)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Machine Tool Technology (029)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Design Drafting Technology (040)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Food Service Management (Baking) (045)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Industrial Electrical Technology (052)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Digital Graphics Technology (083)	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Ford ADEPT (084)	11/6/02	December 5, 2002
MSC	Associate in Applied Science in Behavioral Science (056)	10/25/02	December 5, 2002
RCC	Associate in Applied Science in Computer Science Technology (046)	11/5/02	December 5, 2002
RCC	Associate in Applied Science in Administrative Management and Technology (037)	11/5/02	December 5, 2002
RCC	Certificate in Administrative Management and Technology (060)	11/5/02	December 5, 2002
RSU	Certificate in Police Science (080)	12/20/02	February 21, 2003
NEOAMC	Certificate in Television (105)	2/7/03	April 3, 2003
NEOAMC	Certificate in Nursing (085)	2/7/03	April 3, 2003
NEOAMC	Certificate in Preoperative Nursing (104)	2/7/03	April 3, 2003

NEOAMC	Certificate in Medical Laboratory (083)	2/7/03	April 3, 2003
SWOSU	Master of Science in Psychology (076)	2/13/03	April 3, 2003
OUHSC	Master of Science in Medical Sciences (021)	3/3/03	May 30, 2003
SEOSU	Bachelor of Science in Electrical Engineering Technology (015)	3/13/03	May 30, 2003
OU	Bachelor of Science in Mathematics in Mathematics (301)	4/2/03	May 30, 2003
OU	Bachelor of Business Administration in Real Estate (236)	4/2/03	May 30, 2003
SWOSU	Bachelor of Arts in Physics (043)	4/11/03	May 30, 2003
SWOSU	Bachelor of Science in Physics (044)	4/11/03	May 30, 2003
SWOSU	Bachelor of Science in Biophysics (045)	4/11/03	May 30, 2003

## VI. Requested Degree Program Name Changes

July 1, 2002 to present

<b>Institution</b>	<b>Current Program Name (program code)</b>	<b>Proposed Program Name</b>	<b>Date Rec'd</b>	<b>Status</b>
OUHSC	Master of Public Health in Biostatistics and Epidemiology (006)	Master of Public Health in Public Health	5/29/03	June 30, 2003
NWOSU	Bachelor of Science in Law Enforcement (022)	Bachelor of Science in Criminal Justice	5/28/03	June 30, 2003
Rose	Associate in Applied Science in Webmaster (121)	Associate in Applied Science in E-Commerce and Webmaster	6/4/03	June 30, 2003
TCC	Associate in Applied Science in Fire Protection Technology (032)	Associate in Science in Fire and Emergency Services (includes degree designation change request)	5/29/03	June 30, 2003
TCC	Associate in Applied Science in Safety and Environmental Technology (161)	Associate in Applied Science in Public Safety 911	5/29/03	June 30, 2003
TCC	Certificate in Safety and Environmental Technology (160)	Certificate in Public Safety 911	5/29/03	June 30, 2003
TCC	Associate in Applied Science in Design Engineering Technology (029)	Associate in Applied Science in Drafting and Design Engineering Technology	5/29/03	June 30, 2003
TCC	Associate in Applied Science in Telecommunications Technology (230)	Associate in Applied Science in Telecommunications	5/29/03	June 30, 2003
TCC	Certificate in Telecommunications Technology (232)	Certificate in Telecommunications	5/29/03	June 30, 2003
TCC	Associate in Applied Science in Digital Video (098)	Associate in Applied Science in Computer Information Systems	5/29/03	June 30, 2003
TCC	Certificate in Drafting & CAD Technology (175)	Certificate in Drafting and Design Engineering Technology	5/29/03	June 30, 2003

## VII. Approved Degree Program Name Changes

July 1, 2002 to present

<b>Institution</b>	<b>Current Program Name (program code)</b>	<b>Proposed Program Name</b>	<b>Date Rec'd</b>	<b>Date Approved</b>
OSU-OKC	Associate in Science in Fire Protection Technology (067)	Associate in Science in Fire Protection and Safety Technology	7/1/02	September 13, 2002
OSU-OKC	Associate in Applied Science in Interpreter Training (063)	Associate in Applied Science in Sign Language Interpretation	7/1/02	September 13, 2002
TCC	Associate in Science in Child Development and Family Relations (246)	Associate in Science in Child Development	7/16/02	September 13, 2002
TCC	Associate in Applied Science in Electrical Engineering Technology (116)	Associate in Applied Science in Electronics Technology	7/16/02	September 13, 2002
OPSU	Bachelor of Science in Natural Science (018)	Bachelor of Science in Physical Science	7/31/02	September 13, 2002
NEOAMC	Associate in Arts in Television (053)	Associate in Arts in Mass Communications	8/2/02	September 13, 2002
NEOAMC	Associate in Arts in Social Science (044)	Associate in Arts in History	8/2/02	September 13, 2002
RSU	Associate in Arts in Elementary Education (011)	Associate in Arts in Early Childhood/Elementary Education	9/5/02	November 1, 2002
UCO	Bachelor of Science in Medical Technology (123)	Bachelor of Science in Clinical Laboratory Science/Medical - Technology	10/25/02	December 5, 2002
OSU	Master of Science in Applied Behavioral Studies (068)	Master of Science in Educational Psychology	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Automotive Body Technology (003)	Associate in Applied Science in Automotive Collision Repair Technology	11/6/02	December 5, 2002
OSUTB-OKM	Associate in Applied Science in Watch and Micro-Instrument Repair Technology (043)	Associate in Applied Science in Watchmaking and Microtechnology	11/6/02	December 5, 2002
OU	Bachelor of Business Administration in Management/Petroleum Land Management (168)	Bachelor of Business Administration in Management and Human Resources	4/2/03	May 30, 2003
OU	Bachelor of Business Administration in Marketing (152)	Bachelor of Business Administration in Marketing/Supply Chain Management	4/2/03	May 30, 2003
NWOSU	Bachelor of Arts in Speech (041)	Bachelor of Arts in Speech and Theatre	4/14/03	May 30, 2003
CSC	Associate in Science in Pre-Chemistry (010)	Associate in Science in Chemistry	4/4/03	May 30, 2003
CSC	Associate in Science in Physical Science (042)	Associate in Science in Physical Science/ Physics/Pre-Engineering	4/4/03	May 30, 2003

## VIII. Requested Degree Designation Changes

July 1, 2002 to present

Date Rec'd	Institution	Current Degree Program	Proposed Degree Designation	Status
5/29/03	OUHSC	Master of Health Administration in Health Administration (067) ( <u>academic degree "02"</u> )	Master of Health Administration in Health Administration (first professional "05")	June 30, 2003
5/29/03	OUHSC	Master of Public Health in Biostatistics and Epidemiology (006) ( <u>academic degree "02"</u> )	Master of Public Health in Biostatistics and Epidemiology (first professional "05")	June 30, 2003
5/29/03	OUHSC	Doctor of Public Health in Public Health (007) ( <u>academic degree "04"</u> )	Doctor of Public Health in Public Health (first professional "05")	June 30, 2003
5/28/03	NWOSU	<u>Bachelor of Arts</u> in Mass Communications (052)	Bachelor of Science in Mass Communications	June 30, 2003
5/28/03	NWOSU	<u>Bachelor of Arts</u> in Social Work (036)	Bachelor of Science in Social Work	June 30, 2003
5/28/03	RCC	<u>Associate in Applied Science</u> in Fitness Trainer (082)	Associate in Science in Fitness Trainer	June 30, 2003
5/29/03	TCC	<u>Associate in Applied Science</u> in Fire Protection Technology (032)	Associate in Science in Fire and Emergency Services (includes name change request)	June 30, 2003

## IX. Approved Degree Designation Changes

July 1, 2002 to present

Date Rec'd	Institution	Current Degree Program	Proposed Degree Designation	Date Approved
12/18/02	NSU	<u>Bachelor of Arts in Education in Music</u> – Combination Instrumental/Vocal (061)	Bachelor of Music Education	February 21, 2003
12/18/02	NSU	<u>Bachelor of Arts in Education in Music</u> – Instrumental (062)	Bachelor of Music Education	February 21, 2003
12/18/02	NSU	<u>Bachelor of Arts in Education in Music</u> – Piano or Vocal (063)	Bachelor of Music Education	February 21, 2003
4/2/03	OU	<u>Bachelor of Arts in Mathematics</u> in Mathematics (300)	Bachelor of Science in Mathematics in Mathematics	May 30, 2003

## X. Completed Cooperative Agreements

July 1, 2002 to present

<b>Date Rec'd</b>	<b>Institution</b>	<b>Area Career Technology Center</b>	<b>Degree Program (program code)</b>	<b>Date Approved</b>	<b>Date Ratified</b>
8/27/02	WOSC	Great Plains Technology Center	Associate in Applied Science in Radiology (045)	9/16/02	November 1, 2002
8/28/02	OCCC	Moore Norman Technology Center	Associate in Applied Science in Medical Assisting (120)	9/16/02	November 1, 2002
9/23/02	TCC	Tulsa Technology Center	Associate in Applied Science in Chemical Laboratory Technology	11/1/02	N/A
11/27/02	RCC	Caddo Kiowa Technology Center	Associate in Applied Science in Business Administration (058)	1/17/03	February 21, 2003
11/27/02	RCC	Canadian Valley Technology Center	Associate in Applied Science in Business Administration (058)	1/17/03	February 21, 2003
2/19/03	RCC	Caddo Kiowa Technology Center	Associate in Applied Science in Applied Technology (081)	3/3/03	April 3, 2003

## XI. Suspended Programs

July 1, 2002 to present

<b>Institution</b>	<b>Program (program code)</b>	<b>Date Suspended</b>	<b>Date Suspension Ratified</b>	<b>Date by which program must be reinstated or deleted</b>
NOC	Associate in Arts in Native American Leadership (072)	8/15/02	9/13/02	September 1, 2005
NOC	Associate in Applied Science in Computer Information Systems (075)	9/25/02	11/1/02	September 1, 2005
OSU-OKC	Associate in Applied Science in Heating, Ventilation and Air Conditioning Technology (013)	10/31/02	11/1/02	November 1, 2004
RCC	Associate in Applied Science in Laboratory Animal Science Technology (075)	11/4/02	12/5/02	December 1, 2005
NOC	Associate in Applied Science in Agribusiness (002)	4/10/03	5/30/03	April 1, 2006
OU	Bachelor of Accountancy in Accounting (264)	4/7/03	5/30/03	April 2006
OUHSC	Doctor of Philosophy in Health Administration and Policy (063)	5/3/00	Extension 5/30/03	April 2004
OUHSC	Doctor of Philosophy in Health Promotion Science (064)	5/3/00	Extension 5/30/03	April 2004

## XII. Reinstated Programs

July 1, 2002 to present

Date Rec'd	Institution	Program (program code)	Original Suspension Date	Date Reinstatement Ratified
1/22/03	OU	Master of Natural Sciences (181)	1/14/02	February 21, 2003
6/17/02	NWOSU	Bachelor of Arts in Spanish (038)	8/3/99	May 30, 2003

## XIII. Requested Inventory Reconciliations

July 1, 2002 to present

Institution	Program (program code)	Date Rec'd	Status
NSU	Master of Science in Speech-Language Pathology	4/29/03	June 30, 2003

## XIV. Approved Inventory Reconciliations

July 1, 2002 to present

Institution	Program (program code)	Date Rec'd	Date Approved
NWOSU	Master of Education in School Psychometrist (048)	9/24/02	November 1, 2002
Rose	Associate in Science in Physics	9/5/02	November 1, 2002
Rose	Associate in Arts in Sociology	9/5/02	November 1, 2002
Rose	Associate in Arts in History	9/5/02	November 1, 2002
Rose	Associate in Science in Chemistry (037)	9/5/02	November 1, 2002
Rose	Associate in Arts in Psychology (042)	9/5/02	November 1, 2002
Rose	Associate in Arts in Political Science (050)	9/5/02	November 1, 2002
Rose	Associate in Arts in Journalism (026)	9/5/02	November 1, 2002

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #25-b:**

**Reports – Academic Policy Exceptions Quarterly Report**

**SUBJECT:** Academic Policy Exceptions Quarterly Report.

**RECOMMENDATION:**

**This item is for information.**

**BACKGROUND:**

At the May 1994 meeting, the State Regents delegated to the Chancellor authority to approve minor exceptions/clarifications to State Regents' policy that will not result in a broadscale circumvention of policy. All exceptions so granted are to be reported to the State Regents. This is the twenty-fourth report of exceptions to academic policy granted by the Chancellor.

**POLICY ISSUES:**

Six exceptions to the State Regents' academic policy have been granted by the Chancellor since the last report on April 3, 2003.

**ANALYSIS:**

*University of Oklahoma (OU)*

**March 10, 2003**

An exception to the Undergraduate Degree Requirements Policy, which requires that 15 of the final 30 credit hours applied toward a baccalaureate degree be completed at the degree-granting institution, was granted to OU to waive this requirement for a student who moved out-of-state with only 8 of the last 30 hours in residence at OU. The exception was based on the student's completion of all other degree requirements in residence at OU.

**March 11, 2003**

An exception to the Granting of Degrees Policy and Policy Statement on Program Approval, which require that degrees be granted to students in currently offered degree programs approved by the State Regents, was granted to OU to allow a student to graduate with a bachelor of arts degree in recreation, which was deleted from the OU degree program inventory in 1988. The exception was based on the student's completion of several final requirements at OU and the certification of dated coursework by a current faculty member.

**March 14, 2003**

An exception to the Undergraduate Degree Requirements Policy, which requires that 15 of the final 30 credit hours applied toward a baccalaureate degree be completed at the degree-granting institution, was granted to OU to waive this requirement for a student whose medical problems necessitated his moving out-of-state with only 9 of the last 30 hours in residence at OU. The exception was based on the student's completion of 125

total credit hours, including all degree requirements, in residence at OU.

**March 24, 2003**

An exception to the Granting of Degrees Policy and Policy Statement on Program Approval, which require that degrees be granted to students in currently offered degree programs approved by the State Regents, was granted to OU to allow a student to graduate with a bachelor of science in home economics, which was deleted from the OU degree program inventory in 1993. The exception was based on the fact that the student needed only one course to finish the degree.

**April 11, 2003**

An exception to the Granting of Degrees Policy and Policy Statement on Program Approval, which require that degrees be granted to students in currently offered degree programs approved by the State Regents, was granted to OU to allow a student to graduate with a bachelor of arts degree in law enforcement administration, which was deleted from the OU degree program inventory in 2001. The exception was based on the student having completed all the courses for the major and the fact that the student needed only 30 additional hours to complete the degree.

***Oklahoma State University (OSU)***

**May 21, 2003**

An exception to the Undergraduate Degree Requirements Policy, which requires that 15 of the final 30 credit hours applied toward a baccalaureate degree be completed at the degree-granting institution, was granted to OSU to waive this requirement for a student who completed 16 of the last 30 hours at Tulsa Community College. The exception was based on the fact that the student had completed 113 total hours in residence at OSU.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
June 30, 2003

**AGENDA ITEM #25-c (1):**

**Reports – Annual Reports**

**SUBJECT:** Student Data Report, 2001-02

**RECOMMENDATION:**

**The report is recommended for State Regents' acceptance.**

**BACKGROUND:**

The *Student Data Report: Oklahoma Higher Education 2001-02* is the 20<sup>th</sup> annual publication of comprehensive student data from the State Regents' Unitized Data System (UDS).

**POLICY ISSUES:**

The annual *Student Data Report* uses the UDS to produce many of the primary measures of student involvement in higher education such as movement into college, enrollments, student transfer, persistence, and semester credit hours. The tables and figures are intended for use by public officials, institutional administrators, faculty, staff, and regents in the development of higher education plans and programs.

**ANALYSIS:**

The following are some highlights from the report.

- The projection of high school graduates shows a gradual decline from 37,699 in 2001-02 to 35,731 in 2005-06, followed by a peak of 36,894 in 2008-09, then a steeper decline to 33,160 in 2012-13.
- From 1998 to 1999, Oklahoma remained 0.4 to 0.5 of a point below the national ACT mean scores. In 2000, Oklahoma narrowed the gap to 0.2 of a point below the national ACT score. In 2002, Oklahoma was 0.3 of a point below the national ACT score.
- Public higher education headcount enrollment decreased from 230,917 in 1992-93 to 209,371 in 1997-98, then generally increased to 220,768 in 2001-02.
- At the public institutions, females outnumbered males in 2001-02 by a ratio of 56 to 44. In 1962, males outnumbered females in Oklahoma higher education by a ratio of 65 to 35. In the fall of 1972, males outnumbered females by a ratio of 60 to 40.
- At the public institutions, Business Management was the most popular field of study in 2001-02 with 29,304 (13.3 percent) students enrolled. Education was second with 25,587 (11.6 percent) students enrolled. In 2000-01 and 1999-00, Business Management also was first and Education was second. These have been the top two fields since the first Student Data Report was published in 1982-83.

- The most recent three-year average college-going rate direct from high school was 55.9 percent.
- Overall, the number of new freshmen increased 1.9 percent from 36,345 in 1997-98 to 37,024 in 2001-02. The number of new freshmen decreased three of the past five years; the largest percentage increase (8.7 percent) was between 2000-01 and 2001-02.
- Both males and females had similar transfer patterns: males transferred from two-year to four-year institutions at a rate of 30 percent, while females transferred at a rate of 28 percent. Males and female transfer rates from four-year to two-year institutions were identical to the rates from two-year to four-year institutions.
- From 1992-93 to 2001-02, persistence rates (within the state) for new freshmen increased from 88.6 to 91.0 percent at the comprehensive universities, increased from 78.6 percent to 79.9 percent at the regional universities, and increased from 66.3 to 67.6 percent at the two-year colleges. Persistence rates (within the institution) for new freshmen increased from 74.3 to 80.5 percent at the comprehensive universities, increased from 63.3 to 64.5 percent at the regional universities, and increased from 52.9 to 54.4 percent at the two-year colleges.
- From 1995-96 to 2001-02, six-year graduation rates (within the state) for new freshmen increased from 49.9 to 60.1 percent at the comprehensive universities and increased from 34.7 to 37.5 percent at the regional universities. At two-year colleges, three-year graduation rates (within the state) for new freshmen increased from 15.4 to 19.2 percent. Six-year graduation rates (within the institution) for new freshmen increased from 44.0 to 54.6 percent at the comprehensive universities and increased from 27.6 to 30.3 percent at the regional universities. At two-year colleges, three-year graduation rates (within the institution) for new freshmen increased from 14.3 to 18.5 percent.

The *Student Data Report* will be available at [www.okhigher.org](http://www.okhigher.org) under Studies and Reports.