

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION



Agenda

January 12, 2006

NOTE

This document contains recommendations and reports to the State Regents regarding items on the January 12, 2006 regular meeting agenda. For additional information, please call 405-225-9116 or to get this document electronically go to www.okhighered.org State System.

Materials and recommendations contained in this agenda are tentative and unofficial prior to State Regents' approval or acceptance on January 12, 2006.

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
Research Park, Oklahoma City

A G E N D A

Thursday, January 12, 2006--9 a.m.
State Regents' Conference Room
Chairman Cheryl Hunter, 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.
4. **Report of the Chairman.** (No Action, No Discussion).
5. **Report of the Chancellor.** (No Action, No Discussion).
6. **Recognition.**
 - a. Approval of resolution honoring Dr. Robert Todd. Page 1.
 - b. Approval of resolution commemorating the career of Dr. S. Narasinga Rao. Page 3.

ACADEMIC

7. **New Programs.**
 - a. Oklahoma State University Technical Branch – Okmulgee. Approval of request to offer the Associate in Applied Science in Emergent Science Technologies. Page 5.
 - b. University of Oklahoma. Approval of request to offer the Bachelor of Science in Aviation Management. (Withdrawn.)
8. **Accreditation.** Approval of recommendations for continued accreditation of Intensive English Programs. Page 9.
9. **Teacher Education.** Approval of recommendations for the No Child Left Behind sub-grants. Page 13.
10. **Teacher Preparation.** Status of Teacher Preparation. Page 15. (Oral Presentation.)

FISCAL

11. **E&G Allocation.**
 - a. Allocation of quarterly Cigarette & Tobacco Tax Revenue. Page 17.
 - b. Allocation of quarterly Motor Fuel Assessment Revenue. Page 19.
 - c. Allocation of grant funds for Higher Education Conference on Enrollment Management. Page 21.
12. **E&G Budgets.** Supplemental appropriation request. Page 23.
13. **Deleted Item.** Page 25.
14. **Policy.** Posting of APA rule change for Administrative Operations – Purchasing and initiate the process for adoption of permanent rule revisions. Page 27.

EXECUTIVE

15. **Legislative Agenda.** Approval of State Regents' 2006 legislative agenda. Page 37.
16. **Public Agenda for Higher Education.** Approval of State Regents' 2006 agenda. Page 39.
17. **Commendations.** Recognition and commendation of staff. Page 41.
18. **Executive Session.** Page 43.

Possible vote to go into executive session pursuant to Title 25, Oklahoma Statutes, Section 307(B)(1), for discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, and pursuant to Title 25, Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending investigations, claims or actions

Vote to return to open session.

CONSENT DOCKET

19. **Consent Docket.** Approval/ratification of the following routine requests which are consistent with State Regents' policies and procedures or previous actions.
 - a. Program Modification. Approval of institutional requests. Page 45.
 - b. Electronic Media. Ratification of approved courses and programs for the Southern Regional Education Board (SREB) Electronic Campus. Page 47.
 - c. Capital. Ratification of capital allotments. Page 49.
 - d. Agency Operations.

- (1) Ratification of purchases of \$25,000 and above. Page 51.
- (2) Benefits. Approval of amendments to State Regent's supplemental retirement plan. Page 53.
- (3) Personnel. Ratification of personnel changes at or above the director level. Page 55.
- (4) Resolution. Approval of resolution recognizing ConocoPhillips' contribution to higher education. Page 56.1.
- e. GEAR UP. Approval of contract for services relating to the college access information component of Phase II of the GEAR UP grant. Page 57.
- f. Chancellor's Scholars Policy. Approval of policy change increasing amount available for distributed. Page 59.
- g. Regents Education Program. Ratification and approval of credit offerings. Page 61.

20. **Reports.** Acceptance of reports listed on Attachment "A."

21. **Report of the Committees.** (No Action, No Discussion).

- a. Academic Affairs and Social Justice and Student Services Committees.
- b. Budget and Audit Committee.
- d. Strategic Planning and Personnel Committee.
- e. Technology Committee.
- f. Investment Committee.

22. **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."

23. **Announcement of Next Regular Meeting--9 a.m., Friday, February 17, 2006 at 655 Research Parkway, Oklahoma City, Oklahoma.**

24. **Adjournment.**

ATTACHMENT "A"

20. **Reports.**

- a. Programs. Status report on program requests. Page 63.
- b. Annual Reports.
 - (1) Regents Education Program. Page 71. (Supplement)
 - (2) High School Indicators Report on ACT. Page 73. (Supplement)

NOTE: The State Regents will meet socially on January 11 at the Bellini's Restaurant at 6:30 p.m. There will be no action or discussion of State Regents' business.



WHEREAS, Dr. Robert (Bob) P. Todd served the State of Oklahoma and higher education from 1972 to 2005; and,

WHEREAS, Bob Todd exhibited the highest form of professional behavior and exemplified public service with his contribution to higher education; and,

WHEREAS, Bob Todd was always interested in education and had a passion for helping the youth of Oklahoma; and,

WHEREAS, Bob Todd joined the staff of the newly founded South Oklahoma City Junior College in 1972 which later became Oklahoma City Community College; and,

WHEREAS, Bob Todd served in many roles including Dean of Instruction, Vice President Research/Planning, Vice President Administrative Services, and Vice President for Instruction; and,

WHEREAS, Bob Todd became the 11th President of Oklahoma City Community College in December of 1994; and

WHEREAS, Dr. Bob Todd was a leader in the effort to form Cooperative Alliances with the state's CareerTech system and made Oklahoma City Community College's alliance with Francis Tuttle Technology Center a model for all other institutions in the state; and

WHEREAS, Dr. Bob Todd served on the Council of Presidents of the Oklahoma State System of Higher Education and advised the Chancellor and the Oklahoma State Regents on important issues concerning higher education; and

WHEREAS, Dr. Robert P. Todd passed away on December 11, 2005, after a life of extraordinary accomplishment.

NOW, THEREFORE, BE IT RESOLVED by the Oklahoma State Regents for Higher Education in regular meeting on January 12, 2006, that the State Regents pay tribute to Dr. Robert P. Todd, recognizing his honor, integrity, leadership, and contributions to higher education, and Oklahoma.

BE IT FURTHER RESOLVED that the State Regents extend their condolences and sympathy to the family of Dr. Robert P. Todd.

Bill Burgess, Secretary

Cheryl Hunter, 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 January 12, 2006.

Paul G. Risser, Chancellor

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
January 12, 2006

AGENDA ITEM #6-b:

New Programs.

Not Available Electronically.

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
January 12, 2006

AGENDA ITEM #7:

New Programs.

SUBJECT: Oklahoma State University Technical Branch - Okmulgee (OSUTB-OKM). Approval of request to offer the Associate in Applied Science in Emergent Science Technologies.

RECOMMENDATION:

It is recommended that the State Regents approve OSUTB-OKM's request to offer the Associate in Applied Science in Emergent Science Technologies with the stipulation that continuation of the program beyond fall 2010 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 students in fall 2009 and graduate a minimum of 8 students in 2009-2010.

BACKGROUND:

Academic Plan

OSUTB-OKM's 2005 Academic Plan lists the following institutional priorities for academic excellence:

- 100 percent of units address academic excellence and improvement in their strategic plans;
- Graduation rate will be the highest of the state's public two-year and four-year colleges;
- 20 percent increase in retention of students in all instructional programs;
- 20 to 1 student/faculty ratio;
- 100 percent of faculty will be appropriately credentialed by 2010;
- Increase retention and completion by 75 percent;
- 100 percent of the academic units have implemented academic assessment plans;
- Add five new emerging technology associate in applied science and three bachelor of technology degree programs during the next five years;
- 20 percent increase in federal and non-state supported dollars to the institution;
- 3.5 percent increase in enrollment per year over the next five years;
- 75 percent high-wage job placements of graduates;
- 20 percent increase in faculty salaries in five years; and
- Three new web-based courses per year.

APRA Implementation

Since 1991-92, OSUTB-OKM has deleted 39 degree and/or certificate programs while adding 14 degree and/or certificate programs.

Program Review

OSUTB-OKM offers 22 degree programs (two associate in science, 17 associate in applied science, and three baccalaureates), all of which were reviewed in the past five years with the exception of those programs receiving specialty accreditation. For programs receiving specialty accreditation, OSUTB-OKM 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

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

POLICY ISSUES:

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

ANALYSIS:

Associate in Applied Science in Emergent Science Technologies

Program purpose. The proposed program will prepare students to become Science Technologists through formal instruction with the latest materials, methods, and advanced technologies to meet the needs of technology-based employers.

Program rationale/background. Science technologists use principles and theories of science and mathematics to solve problems in research and development, and to help invent and improve products and processes. These jobs are more practically oriented than those of the scientists they will support. These technical professionals set up, operate, and maintain laboratory instruments, monitor experiments, make observations, calculate and record results, and develop conclusions based on these activities.

Employment opportunities. The U.S. Department of Labor Occupational Outlook Statistics reports employment of science technicians is expected to increase as fast as all other occupations through 2012, with 208,000 such occupations held in 2002. Significant numbers of such technicians work in state and local government, and professional, scientific, and technical service firms. Environmental science and protection technologists work continues to grow, especially in biotechnology. Another area of employment for these technologists will be in nanotechnology. According to the National Science Foundation, the worldwide need for nanotechnology workers is expected to reach two million by 2015. In the Okmulgee region, the Creek Nation divisions of Tribal Affairs, Community Development, Health, and Housing indicate needs for specially trained employees for environmental protection of tribal lands and tribal citizens. In addition to tribal needs, these technologists will work with first responders to collect data and assess threat levels for domestic terrorism through agencies, such as Homeland Security.

Student demand. The new program is expected to enroll a minimum of 20 majors in fall 2009 and graduate a minimum of eight students in 2009-10.

Duplication/Impact on existing programs. There are no similar programs offered by other institutions in the State System, so there is no unnecessary duplication.

Curriculum. The proposed program will consist of 85 total credit hours from the following areas (Attachment A): general education courses (41 credit hours), major core courses (37 credit hours), and support courses (7 credit hours). Ten new courses will be added with the proposed program.

Faculty and staff. Existing faculty will teach the proposed program. The program will need two additional staff. One will direct the program, as well as provide instruction. The second addition will be for instruction only. OSUTB-OKM will reallocate resources, generate funding from the industry, and solicit grant funding to support the program.

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

Financing. No funding is requested from the State Regents for the proposed program.

Attachment

ATTACHMENT A

**OKLAHOMA STATE UNIVERSITY TECHNICAL BRANCH - OKMULGEE
ASSOCIATE IN APPLIED SCIENCE IN EMERGENT SCIENCE TECHNOLOGIES**

Degree Requirements	Credit Hours
<i>General Education</i>	<i>41</i>
<i>Major Courses</i>	<i>37</i>
*ENVR 1013 Career Cornerstone and Basic Laboratory Practices	3
*ENVR 1123 Safety: Materials and Equipment	3
*ENVR 1333 Hazardous Waste	3
*ENVR 1433 Field Operations	3
*ENVR 2104 Scientific Instrumentation	4
*ENVR 1113 Elements of Environmental Science	3
*ENVR 2123 Environmental Assessment	3
*ENVR 2233 Compliance and Regulation	3
*ENVR 2318 Internship	8
*ENVR 2354 Career Capstone: Project Management and Experimentation	4
<i>Support Courses</i>	<i>7</i>
AGPA 1493 Principles of GPS/GIS Applications	3
GTIT 1133 Computer Literacy & Applications	3
ORIE 1011 College Strategies	1

Total Credit Hours: 85

*Asterisks denote new courses.

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AGENDA ITEM #8:

Accreditation.

SUBJECT: Intensive English Programs.

RECOMMENDATION:

It is recommended that the State Regents accredit The English Institute - Wilburton (TEI-W) for two years and the International Language Center (ILC) at Tulsa Community College (TCC) for three years.

BACKGROUND:

Approving English language centers has been part of the State Regents' "*Policy Statement on Admission 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, three, or four 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 (IEP) 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 TEI-W on the campus of Eastern Oklahoma State College in Wilburton, Oklahoma on September 15 and 16, 2005, and the ILC at the TCC campus in Tulsa, Oklahoma on October 4 and 5, 2005.

This is the first evaluation for TEI-Wilburton as a new program. The program operated in Tulsa as the Tulsa English Institute prior to its move to Wilburton. In May 2004, State Regents' staff visited TEI-Wilburton as it prepared for opening its operation to verify compliance with policy requirements. At that time, TEI-Wilburton was granted provisional approval to operate until a site visit was feasible. Therefore, no previous reports or recommendations exist for the Wilburton program. It should be noted that in the past report for the Tulsa English Institute in Tulsa, Oklahoma dated May 26, 2000, the Tulsa English Institute received approval without qualification with reexamination in five years. A summary of the evaluation team members' credentials is provided, and an outline of the recommendation for the IEP follows.

TEI-W Evaluators:

- Ms. Carol Ferdinandsen Qasi, Director, Institute for International Studies and the International Student Center, Mission College, Santa Clara, California, team chair
Credentials: Master of Arts in English as a Second Language (Arizona State University, Tempe, Arizona) and Bachelor of Arts in History (Northern Illinois University, DeKalb, Illinois).
- Dr. Richard Lizotte, Professor of ESL Curriculum and Curriculum Developer for the Center for Instructional Technology, Northern Essex Community College, Haverhill, Massachusetts
Credentials: Ph.D. in Linguistics (Brown University, Providence, Rhode Island), Master of Arts in Linguistics (Brown University), and Bachelor of Arts in Linguistics (Boston College, Chestnut Hill, Massachusetts).

ILC Evaluators:

- Mr. Jim Hamrick, Director, English Language Institute, University of Tennessee, team chair
Credentials: Ph.D. in English candidate (University of Michigan, Ann Arbor), Master of Art in Teaching in Teaching English as a Second Language (Georgetown University, Washington, D.C.), and Bachelor of Arts in English Literature (University of North Carolina, Chapel Hill).
- Ms. Chiung-Yao (Carolyn) Ho, Associate Professor of English as a Second Language, Cy-Fair College, Houston, Texas.
Credentials: Ph.D. in Higher Education Administration candidate (University of Texas, Austin), Master of Science in Public Policy and Management (Carnegie Mellon University, Pittsburgh, Pennsylvania), Master of Arts in Comparative Literature (University of Michigan, Ann Arbor), and Bachelor of Art in English (National Taiwan University, Taiwan).

SUMMARY OF EVALUATION VISITS

The English Institute-Wilburton (TEI-W) at Eastern Oklahoma State College, Wilburton, Oklahoma	
Date of Visit:	September 15-16, 2005
Evaluators' Recommendation:	Provisional approval with reexamination in two years.
Summary of Evaluators' Report:	<ul style="list-style-type: none"> ➤ Many of the elements of a sound program are in place. Detailed policies on recruitment, operations and employment, as well as some parts of a functional curriculum exist. ➤ The administration and faculty are student-focused, and student success and retention rates are high. ➤ However, more work is needed on curriculum, and the faculty does not meet standards in training and experience.
Center's Staff Objection:	None.

International Language Center (ILC) at Tulsa Community College, Tulsa, Oklahoma	
Date of Visit:	October 4-5, 2005
Evaluators' Recommendation:	Provisional approval with reexamination in three years.
Summary of Evaluators' Report:	<ul style="list-style-type: none"> ➤ The reviewers believe that the ILC is a sound program, with significant strengths, including faculty dedication, organizational communication, and facilities. In addition, it is clear that the program has strong support from the TCC administration and other campus units. Since the report of the 2004 Regents' Review Team, the ILC has made progress in the areas of curriculum development, administration, student assessment, and mission alignment. ➤ The ILC meets the Regents' IEP Standards in the areas of Mission, Promotion, Recruitment, Admission, Assessment, Contact Hours, Class Levels, Director, Policy Description, Record Keeping, Faculty Degree Level, Faculty Professional Development, Advising, Orientation, Extracurricular Activities, Refund Policy, and Physical Facilities. ➤ The ILC does not meet Regents' IEP Standards in the areas of Curriculum, Faculty Full-Time, and Faculty Responsibility.
Center's Staff Objection:	None.

State Regents' staff concur with the teams' recommendations.

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AGENDA ITEM #9:

Teacher Education.

SUBJECT: Funding Recommendations for the FY 2006 No Child Left Behind Grant Awards

RECOMMENDATION:

It is recommended that the State Regents approve funding for the No Child Left Behind subgrants as listed below.

BACKGROUND:

The No Child Left Behind Act (NCLB) reauthorized the Elementary and Secondary Education Act of 1965 (ESEA) and made significant changes in Federal programs that support schools' efforts to educate the nation's students. NCLB provides for school accountability, teacher-quality measures, and the implementation of scientifically based curricula, standards, and methods to raise student achievement. Under *Title II, Part A* of NCLB, funds for *Highly Qualified Teachers and Improving Teacher Quality Grants* are distributed each year by the U.S. Department of Education to the States using a formula-based system. A portion of Oklahoma's funding has been awarded to the Oklahoma State Regents for Higher Education for competitive subgrants to eligible partnerships that provide professional development to teachers in core subjects. Eligible partnerships comprise, at a minimum: 1) an institution of higher education and the division that prepares teachers and principals, 2) a school of arts and sciences, and 3) a high-need school district.

POLICY ISSUES:

The Title II, Part A, No Child Left Behind Grant Program is to improve teaching so as to raise student achievement in core academic subjects. Improving teaching in core academic subjects, especially mathematics and science, will enhance student preparation for college and support vital Oklahoma state initiatives such as Brain Gain 2010, which seeks to raise the level of college graduates in Oklahoma to above the national average.

ANALYSIS:

This year two award categories are proposed: Award A and Award B. Subgrants under Award A would fund professional development opportunities that improve teacher core content knowledge and use of student achievement data. Award B would establish a Professional Development Center for Teaching Quality that partners multiple higher-education institutions with an urban K-12 school district.

Fifteen proposals were submitted for Award A, and two proposals were submitted for Award B. The proposals were evaluated and ranked by a review committee for purpose of determining funding. The following table lists the recommended award amounts by project. Total recommended funding for the No Child Left Behind Grant Program is **\$1,049,881**.

**NO CHILD LEFT BEHIND (NCLB), TITLE II, PART A
2006 GRANTS**

		Institution	Project Title	Director(s)	Expected # of Participants	2006 Recommended Funding
Award A	1	Oklahoma State University	Professional Development Institute in Algebra, Literacy, and Its End-of-Course Assessment	Dr. Gayla Hudson Dr. Susan Stansberry Dr. Jim Choike	75	\$154,657
	2	Oklahoma State University	Teach for Achievement (TFA): Data-Driven Decision-Making in Literacy Instruction	Dr. Heidi Anne Mesmer Dr. Eric Mesmer	28	\$129,546
	3	Southwestern Oklahoma State University	KESAM 2006: K–8 Scholars Appreciating Mathematics—A Hands-on, Brains-on Journey of Excellence	Dr. John Woods	72	\$112,916
	4	Southeastern Oklahoma State University	Field Research Experience for Secondary Science Teachers	Dr. Brad Ludrick Dr. Doug Wood	25	\$91,465
	5	Oklahoma Panhandle State University	Improving Student Comprehension of Mathematics Through Literacy	Dr. Wayne Stewart	25	\$76,475
	6	Oklahoma Christian University	All Students Can PASS Algebra	Ms. Jennifer Bryan Ms. Martha Wissler	25	\$69,903
Award B	7	Langston University Oklahoma State University Northeastern State University	Oklahoma Center for Innovation in Teaching Excellence	Dr. Roderick Smothers Dr. Gayla Hudson Dr. Kay Grant	85	\$414,919
TOTALS					335	\$1,049,881

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AGENDA ITEM #10:

Teacher Preparation.

Oral Presentation.

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AGENDA ITEM #11-a:

E&G Allocation.

SUBJECT: Approval of allocations to Oklahoma State University Center for Health Sciences and the University of Oklahoma Health Sciences Center from the revenue derived from the sale of cigarettes and tobacco products.

RECOMMENDATION:

It is recommended that the State Regents approve the allocation of \$1,234,387.55 to Oklahoma State University Center for Health Sciences (OSU CHS) and \$1,234,387.55 to the University of Oklahoma Health Sciences Center (OUHSC) from revenue collected from the taxes placed on the sale of cigarettes and tobacco products.

BACKGROUND:

The Oklahoma Legislature passed House Bill No. 2660 in May 2004, designating a portion of the revenue collected from taxes on the sale of cigarettes and tobacco products to be allocated for specific purposes at OUHSC and OSU CHS. This revenue will be deposited into dedicated funds, the "Comprehensive Cancer Center Debt Service Revolving Fund," at the Health Sciences Center and the "Oklahoma State University College of Osteopathic Medicine Revolving Fund," at OSU CHS. The bill states that the revenue collected shall be evenly deposited into accounts designated at these entities, for the purpose of servicing the debt obligations incurred to construct a nationally designated comprehensive cancer center at the OU Health Sciences Center and for the purpose of servicing debt obligations for construction of a building dedicated to telemedicine, for the purchase of telemedicine equipment and to provide uninsured/indigent care in Tulsa County through the OSU College of Osteopathic Medicine. The State Regents approved the first allocation of these funds in the meeting of May 27, 2005.

POLICY ISSUES:

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

ANALYSIS:

The fund currently has on deposit \$2,468,775.10. This amount is sufficient for a transfer of \$1,234,387.55 each to OSU CHS and OUHSC. The OU Health Sciences Center will hold its funds in an account designated for the construction of a Comprehensive Cancer Center to be expended at a future date. The OSU Center for Health Sciences will expend its funds on the following approved program components: (1) indigent patient clinical care, (2) telemedicine equipment and (3.) facility upgrades.

The current allocation to each institution, including this allocation, totals to \$3,878,518.98.

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
RESOLUTION NO. 4611**

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 the provisions of House Bill No. 2660, 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, 2005, and ending June 30, 2006, said funds to be subsequently allotted for encumbrance and expenditure during said fiscal year, as provided by law.

University of Oklahoma Health Sciences Center – Cancer Center Debt Service
Oklahoma State University College of Medicine – Telemedicine Program

From: 296-05-605-000000	\$2,468,775.10
To: 296-770	\$1,234,387.55
290-773	\$1,234,387.55
Total	\$2,468,775.10

Adopted by the State Regents in the meeting of January 12, 2006.

SEAL:

ATTEST:

Bill Burgess, Secretary

Cheryl Hunter, 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 January 12, 2006.

Paul G. Risser, Chancellor

Duly subscribed and sworn to before me this 12th day of January 2006.

Notary Public

My commission expires _____.

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AGENDA ITEM #11-b:

E&G Allocation.

SUBJECT: Approval of allocations 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 \$850,602.22 to Oklahoma State University and \$850,602.22 to 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.

In the October 2003 meeting, the State Regents approved the updated strategic plan for Oklahoma State University and the allocation of the full \$19 million designated for their project. Also presented during the October 2003 meeting was a project update on the Weather Center project at the University of Oklahoma.

POLICY ISSUES:

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

ANALYSIS:

The fund currently has on deposit \$1,701,204.44. This amount is sufficient for a transfer of \$850,602.22 to each OSU and OU. With this allocation, each institution has received \$18,629,331.93 to date.

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
RESOLUTION NO. 4610**

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, 2005, and ending June 30, 2006, 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: 299-05-605-000000	\$1,701,204.44
To: 295-760	\$850,602.22
295-010	\$850,602.22
Total	\$1,701,204.44

Adopted by the State Regents in the meeting of January 12, 2006.

SEAL:

ATTEST:

Bill Burgess, Secretary

Cheryl Hunter, 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 January 12, 2006.

Paul G. Risser, Chancellor

Duly subscribed and sworn to before me this 12th day of January 2006.

Notary Public

My commission expires _____.

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AGENDA ITEM #11-c:

E&G Allocation.

SUBJECT: Approval of allocation of Brain Gain grant funds to Oklahoma State University-Oklahoma City for the State System enrollment management conference

RECOMMENDATION:

It is recommended that the State Regents approve the allocation of up to \$3,500 to OSU-Oklahoma City for the State System enrollment management conference.

BACKGROUND:

At their meeting of May 27, 2005, the State Regent allocated \$4 million to Brain Gain both for performance funding and grant awards.

The State System enrollment management conference, a follow-up activity to the Noel-Levitz conference held last year is scheduled for February 2 at OSU-Oklahoma City. The allocation is to fund expenses associated with the conference.

POLICY ISSUES:

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

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OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
January 12, 2006

AGENDA ITEM #12:

E&G Budgets.

SUBJECT: Approval of FY-06 supplemental appropriation request totaling \$14.9 million for 1) *OHLAP-Oklahoma's Promise*, 2) increased energy costs for colleges and universities and 3) OSF transaction fees.

RECOMMENDATION:

It is recommended that the State Regents approve a request for FY-06 supplemental appropriations in the amount of \$14.9 million.

BACKGROUND:

OHLAP-Oklahoma's Promise (\$4.6 million). As part of the \$27.1 million appropriated for the OHLAP scholarships, the Legislature allocated \$7.2 million in gaming revenues. This new source of funding represents 27 percent of the total OHLAP appropriation. Based on the Board of Equalization projections from their December 27 meeting, this source is now officially projected to produce only \$2.6 million for FY2006, a shortfall of \$4.6 million. Based on these current numbers, our request for a supplemental appropriation for OHLAP will be the \$4.6 million.

Lottery revenue also makes up \$4.0 million or 15 percent of the appropriation for OHLAP. The first deposit for the lottery's collections is January 15, 2006. Should that deposit be below estimate, the amount of the supplemental appropriation request may need to be increased.

Increased energy costs for colleges and universities (\$10 million). K-12 schools, state agencies, and the State System of Higher Education are all reporting substantial budget pressure from increased energy costs this year. Regents' staff have worked with campus fiscal personnel last week to estimate the above-budget costs for energy and motor fuel costs at the colleges and universities. Although we will work toward more refined projections in coming weeks, the preliminary amount we request is \$10 million.

OSF transaction costs (\$300,000). At the meeting of May 27, 2005, Regents allocated \$1.4 million for OSF CORE system transaction charges, based upon OSF estimates. After six months of billings, the annual cost projection has grown to \$1.7 million, a difference of \$300,000.

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AGENDA ITEM #13:

Deleted Item.

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AGENDA ITEM #14:

Policy.

SUBJECT: Posting of Permanent Rule Amendments

RECOMMENDATION:

It is recommended that the State Regents post permanent rule amendments for Administrative Operations – Purchasing and initiate the process for adoption of permanent rule revisions.

BACKGROUND:

The Purchasing Department of the Oklahoma State Regents for Higher Education (OSRHE) is responsible for the acquisition of all goods, equipment and services for the operation of the Oklahoma State Regents for Higher Education, authorized by 70 O.S. §3206. The State Regents is exempted from all provisions of the Oklahoma Central Purchasing Act by 74 O.S. 85.3A. All acquisitions of the State Regents are made pursuant to the State Regents' approved Purchasing Policy and in accordance with the permanent rules as defined in the Administrative Procedures Act.

POLICY ISSUES:

The proposed rules changes set forth and clarify the necessary instructions and guidelines for vendors or other interested parties regarding the purchasing processes for the OSRHE. The purposes of the rules are:

- To establish consistent purchasing practices and procedures for operations of the Oklahoma State Regents for Higher Education;
- To achieve economies and efficiencies and make the most effective use of public funds;
- To encourage competition and ensure fair and equitable treatment among vendors; and
- To insure the quality and integrity of the purchasing process.

ANALYSIS:

The amendments to the Administrative Operations – Purchasing rules include edits, clarification of terminology and the following:

1. Expanding the types of professional services exempt from competitive bidding requirements to include professional services of investment managers, investment consultants and actuaries; and personal services of speakers and lecturers up to \$10,000.

Currently, the Regents' policy exemption applies only to licensed professions, such as physicians, attorneys and certified public accountants, as listed in 18 O.S. § 803 (6). The selection of investment and actuary services would be more appropriately and efficiently accomplished through an alternate review and selection process, rather than by competitive bidding. The

selection of speakers and lecturers (up to \$10,000) would also be more appropriately accomplished outside of the normal competitive bidding requirements. The approval of the Chancellor or the Chancellor's designee would continue to be required for professional and personal service contracts.

2. Adding certain utility services and certain contract renewals as acquisitions exempt from the competitive bidding requirements.

The rule change will allow for the acquisition of utility services, without competitive bid, when a state or federal regulatory commission regulates the utility service rates.

The rule change will also allow the Chancellor or the Chancellor's designee to waive bidding requirements for renewals and renegotiations of contracts when the extension or reinstatement of an existing contract would prove more cost effective and beneficial. The amended policy requires detailed justification.

3. Clarifying authority for the negotiation process.

The new rule will assign authority to the Purchasing Director or the Purchasing Director's designee to negotiate contracts on behalf of the Oklahoma State Regents and OneNet per 610:1-11-8 and 610:1-11-9. The Purchasing Director or the Purchasing Director's designee will designate a negotiation team and will serve as the lead negotiator.

4. Changing the requirements for purchases between \$2,501 and \$25,000.

The rule change will allow informal bids to be solicited from three (3) vendors with a minimum of two (2) price quotations being received. Current rules require three (3) price quotations be received. This will allow for the consideration of "no-bid" responses.

5. Expanding the training exemption from competitive bid.

Currently, employee training to ensure continued performance of hardware, software, or telecommunications equipment is exempt from competitive bidding. The rule change will expand the exemption to all types of training that meet the criteria established.

SUBCHAPTER 11. PURCHASING

610:1-11-1. Purpose (No Changes)

~~610:1-11-2. Purchasing Authority for OneNet Statewide contracts~~

~~(a) The Department of Central Services shall recognize as a statewide contract an unencumbered contract consummated in behalf of the telecommunications network known as OneNet by the Oklahoma State Regents for Higher Education or any other state entity assigned responsibility for OneNet; provided, said recognition shall require recommendation by the Information Services Division of the Office of State Finance. The Department of Central Services shall not subject purchases pursuant to said contracts to any quantity limit. [74 O.S., §85.9E. A.]~~

~~(b) The Oklahoma State Regents for Higher Education and any other state entity assigned responsibility for OneNet are authorized to negotiate for education or government discounts from published price listings and to make contracts at such prices subject to adjustment for price increases nationally published. [74 O.S., §85.9E. C.]~~

610:1-11-32. Definitions

The following words and terms, when used in the Chapter, shall have the following meaning, unless the context clearly indicates otherwise:

"**Acquisition**" means all type of purchases and rental necessary to perform the duties assigned to the Oklahoma State Regents for Higher Education, whether bought or leased by contract or otherwise, and includes every means by which the Oklahoma State Regents for Higher Education obtains any materials, supplies, service or equipment.

"**Award**" means when the Authority, Chief Executive Officer, department, Purchasing Director, or other person authorized to make the acquisition, agree on a suitable vendor for a competitive bid and the Purchasing Director, or designee, notifies the successful vendor.

"**Bidders list**" means a list of individuals or business entities that desire notification of solicitations for specified commodity codes.

"**Chancellor**" means the Chief Executive Officer at the Oklahoma State Regents for Higher Education.

"**Commodity Code**" means a group of like products or services.

"**Competitive Bidding**" means a process of acquisition wherein bidders submit bids to the Purchasing Director pursuant to terms, conditions and other requirements of a solicitation.

"**Days**" means calendar days unless otherwise specified.

"**Department**" means a department within the Oklahoma State Regents for Higher Education

"**EEOC**" means Equal Employment Opportunity Commission.

"**Emergency acquisition**" means an acquisition made by the Purchasing Director without seeking competitive bids to relieve an unforeseen condition believed to endanger human life or safety or pose imminent danger to significant property, or a condition certified by the as a serious environmental situation.

"**Equipment**" means all personal property acquired for the Oklahoma State Regents for Higher Education's use which is in the nature of a tool, device, or machine and shall be deemed to include all personal property used or consumed by The Oklahoma State Regents for Higher Education and is not included within the category of materials and supplies.

"**Fiscal Year**" means the period of time from July 1 of a calendar year through June 30 of the succeeding calendar year.

"**Goods**" means products, material, supplies and includes all property except real property acquired by the Oklahoma State Regents for Higher Education for its use or consumption, except equipment.

"**Invitation to Bid**" or "**ITB**" means a document issued which describes the goods or services for which offers are being solicited.

"**Professional Services**" means services which are predominantly advisory or intellectual in character, or involve support rather than supplying equipment, supplies or other merchandise. Professional services include those services requiring special, usually advanced education or skill.

"Purchasing" means the Purchasing Department of the Oklahoma State Regents for Higher Education.

"Purchasing Director" means the Purchasing Director of the Oklahoma State Regents for Higher Education.

"Request for proposal" means a type of solicitation the Purchasing Director sends to suppliers requesting submission of proposal for acquisitions.

"Request for quotation" means a simplified written or oral solicitation the Purchasing Director sends to suppliers requesting submission of a quote.

"Services" means labor rendered by a person to another as distinguished from providing tangible goods. It shall include any type of personal or professional service, employment or undertaking except the employment of regular officers and employees by a state agency or such extra seasonal help as is authorized by law and is regularly use.

"Solicitation" means a request or invitation by the Purchasing Director for a supplier to submit a priced offer to sell acquisitions to the state. A solicitation may be an invitation to bid, request for proposal or request for quotation.

"State Regents" means the Oklahoma State Regents for Higher Education.

"Vendor registration" means a process a supplier uses to register with the Purchasing Division to receive solicitations for specified commodities for a specified period of time.

610:1-11-43. General contracting and purchasing provisions

(a) Acquisitions for the State Regents will be as follows:

- (1) Direct purchase order for goods and services to the vendor within the authorized dollar amounts and other limitations contained in this Chapter.
- (2) Formal bid process
- (3) Purchases may be made from purchase orders or purchase contracts or at a price equivalent to purchase order or purchase contracts that have been awarded to a vendor(s) on the basis of competitive bids by any of the following entities:
 - (A) Oklahoma Department of Central Services
 - (B) Colleges, ~~and~~ universities, and other entities within the state system
 - (C) General Services Administration
 - (D) Educational purchasing consortia

(b) Purchases exempt from competitive bidding requirements:

- (1) Emergency purchases
- (2) Memberships and Subscriptions
- (3) Services of ~~Licensed~~ Professionals per 610:1-11-16
- (4) Sole Source Purchases
- (5) Training
- (6) Utility Services
- (7) Contract Renewals per 610: 1-11-9

610:1-11-54. Vendor registration

(a) Any vendor wishing to do business with the State Regents should be on the vendor bidder list maintained by the Purchasing Department of the Oklahoma State Regents for Higher Education. Any vendor who wants to be on the bidder list must register with the Purchasing Division at the State Regents to receive copies of bids for the commodities or services which the vendor wishes to sell. All vendors are eligible for consideration.

(b) Vendors wishing to be added to the bidders list should write, fax, or visit the Purchasing Department and provide information about the company and the products or services that the vendor is interested in providing to the Regents.

(c) Upon receipt of this information, Purchasing will ascertain what classification(s) the vendor has identified an interest in supplying and will then enter the information into the Purchasing Data System. As a

service to the vendor, the vendor will be notified ~~mailed copies~~ of the ITB or RFP for those products and services for which the vendor is registered.

(d) It is the responsibility of the vendor to update its file on an ongoing basis. Purchasing will retain all vendor information on file for three years.

610:1-11-65. Vendor retention and removal from bidders list

(a) To ensure a mutually beneficial relationship between vendors and the State Regents, it may become necessary to remove a vendor from the active vendor list.

(b) Removal from the bidders list may be considered for the following:

(1) Failure to respond to an Invitation to Bid or Request for Proposal. (A "NO Bid" response is considered a response.)

(2) Repeated or unexplained failure on the part of the vendor to meet promised and/or required delivery dates and prices.

(3) Delivery by the vendor of substitutes in lieu of the items(s) specified on the approved bid and/or purchase order.

(4) Failure to meet EEOC and other requirements mandated by public legislation or the State Regents.

(5) Problems created by the vendor regarding incorrect or inappropriate billing adjustment for goods and/or services furnished.

(6) Failure to support purchase products by not supplying necessary information, required maintenance and/or parts.

(7) A conviction or plea of guilt to a felony involving fraud, bribery, corruption or sales to the state or to any of its political subdivisions.

(c) Vendor may petition the Purchasing Director for reinstatement. ~~Such a~~ A vendor that has been removed, has the burden of demonstrating that it has the capability to responsibly do business with the state, and the conditions leading to its removal have been remedied.

610:1-11-76. Competitive bidding

The competitive or formal bidding process requires that vendors submit sealed bids in accordance with detailed specifications of the goods or services to be purchased. Bids are to be awarded to the vendor that submits a bid meeting specifications and which offers the best value to the state.

(1) Submission of bids.

(A) If a vendor wishes to submit a bid in response to the solicitation on the item(s) listed in an ITB, the vendor shall complete the bid according to the instructions provided with the ITB solicitation. It is the vendor's responsibility to read and understand the instructions and terms and conditions provided with the ~~invitation to bid~~ solicitation. Failure to comply with the instructions and terms and conditions in the ITB solicitation may disqualify the bid. Any questions should be directed to the Purchasing Director of Purchasing listed on the bid solicitation.

(B) If the vendor does not wish to bid ~~on the items~~, the vendor should provide written notification of a "No Bid" to the Purchasing Director. fill in the vendor name, address, and write "No Bid" in the unit price column and return the bid to Purchasing.

(C) It is the responsibility of the vendor to ensure delivery of a bid to the Purchasing Director at or prior to the designated time on the ITB solicitation. The Oklahoma State Regents for Higher Education will not be responsible for, or accept late bids.

(2) Bid openings.

(A) All sealed bids will be stamped with the time and date upon receipt at the office of the Purchasing Director. The bids will be placed in a secured bid file until time for the scheduled bid opening. Access to the file is limited to the Purchasing Director or designee until the bid opening.

(B) Bids will be opened at the designated date and time of closing by State Regent's purchasing personnel. A bid opening record will be completed and maintained in the bid file.

- (C) A vendor and/or interested parties prior to the bid opening may request public openings.
- (D) No award will be made at routine or public openings. Award recommendations are made in writing upon conclusion of the bid evaluation.
- (E) All bids responses are open to the public during normal working hours, after the bid opening, and in accordance with 51 O.S. 1994, § Sections 24A.1 et seq., as amended. Copies may be requested in writing from the Purchasing Director.

(3) Award of bid.

(A) ~~The Purchasing Director~~ has the right to waive minor deficiencies or informalities in a bid provided that, ~~in the Purchasing Director's judgment,~~ the best interest of the State would be served without prejudice to the rights of the other bidder(s).

(B) ~~The award of a tie Tie bids may develop between bidders. If these bidders are equal in price and all specifications, the award will be determined by a coin toss. or by a series of coin tosses.~~

(C) ~~If the ITB specifies that the bid evaluation criteria is lowest and best, the bid will be evaluated by applying the following criteria:~~

~~(i) Lowest total purchase price. The bid price shall be a firm fixed price for each acquisition the ITB specifies for the duration of the contract period.~~

~~(ii) Quality and reliability of the acquisition. Additional factors regarding the responsiveness of the bid and the responsibility of the bidder shall be considered.~~

~~(iii) Consistency of the proposed solution with state agency objectives. The State Regents shall determine if the bid meets the specifications of the ITB and determine the consistency with state agency planning documents and announced strategic direction.~~

~~(D) The State Regents reserve the right to implement criteria of "Best Value" in the bid award process as outlined in 74 O.S., 1998, Section 85.7.~~

(C) Solicitations will be evaluated by applying the following criteria:

(i) Invitations to Bid will be opened in public, and award will be made to the lowest price, responsible, responsive bidder meeting bid terms and specifications.

(ii) Requests for Proposals will be evaluated, normally by committee, and award of a contract will be based on "best value".

(iii) Requests for Information submittals will be evaluated, normally by committee, and the information may be utilized in drafting a formal solicitation.

~~(E) (D)~~ The State Regents reserve the right to accept by item, group of items, or by the total bid, as specified in the ~~ITB~~ Solicitation.

~~(F) (E)~~ The State Regents reserve the right to reject in part or whole any bid.

~~(G) (F)~~ No award will be made if the State Regents determines the lowest bid totals more than the money available for purchase or if the lowest bid exceeds the reasonable market price.

~~(H) (G)~~ The State Regents will send a purchase order or a notice of award as acceptable notification of a valid and binding contract with a vendor.

~~(I) (H)~~ All awards will be made under the terms and conditions specified in the ~~ITB~~ Solicitation .

~~(J) (I)~~ The ~~ITB~~ Solicitation together with the successful vendor's responsive bid shall constitute a binding contract and will be interpreted under Oklahoma law.

~~(K) (J)~~ All ethics rules and laws related to conflicts of interest and doing business with public officials apply to any acquisition by the State Regents.

(4) Award protests.

(A) Any bidder may protest the award of a bid. A protest may be based, but is not limited to, the following:

(i) Error in the calculation of price

(ii) The bid of the successful vendor did not meet the bid specifications

- (iii) The bidding procedure was done in violation of the State Regent's rules; or
 - (iv) State Regents personnel handling the bidding procedure acted in a willful or capricious manner.
- (B) After the award is made, the protesting bidder shall submit written notice to the State Regents' Purchasing Director, within seven (7) days of reasonable notice of contract award. The protest notice shall state supplier facts and reasons for protest.
- (C) The Purchasing Director shall review the protest and contract award documentation, and respond to the vendor.
- (5) Administrative review.
- (A) If the protesting bidder does not agree with the Purchasing Director's decision on the challenge of award, the protesting bidder may request an administrative review. Any protesting bidder may appeal a decision by the Purchasing Director to the Chancellor. In order for the claim to be eligible for administrative review, the appeal must have been through the protest award process as per 610:1-11-7(4).
- (B) The protesting bidder must file a notice of appeal within seven (7) working days of the date of the letter notifying the bidder of the decision by the Purchasing Director to the challenge of award by the protesting bidder, or the postmark of such letter, whichever is later. The letter shall contain the following:
- (i) The letter must state all the facts and arguments giving rise to the claim of controversy and the appeal.
 - (ii) The letter must also state clearly and separately the alleged error by the Purchasing Director or other State Regents' personnel and the relief sought with the appeal to the Chancellor.
 - (iii) The letter must clearly and separately state that the vendor is requesting an opportunity to be heard in pursuit of the appeal.
- (C) Upon receipt of a properly perfected notice of appeal, the Chancellor shall review the appeal himself or appoint a designee to conduct the administrative review. The Chancellor may appoint any officer of State Regents or may appoint an attorney licensed to practice law to conduct the review. The person conducting the review shall promptly set a time period in which a review will be conducted that will be not more than forty-five (45) days in length beginning from the date the notice is filed. The person conducting the administrative review will set a date in which the vendor must produce or identify all the documents or other supporting data (verbal or written) which supports his appeal, which date must be within the forty-five (45) day time period above. The person conducting the administrative review may schedule a meeting with the vendor to discuss the appeal and issues raised, and will examine all such documents and supporting data.
- (D) Within twenty (20) working days after the administrative review period, the person conducting the administrative review shall make a written recommendation for decision to the Chancellor for contracts/purchases within the Chancellor's purchasing authority or to the State Regents for contracts/purchase exceeding that limit. For decisions that will be made by the Board, such matters shall appear on the agenda of the next regularly scheduled meeting. Either the Chancellor or the Board, given those parameters, shall render the final agency decision and staff shall notify the protesting bidder and the apparent successful bidder of the decision by certified mail. The decision shall include findings of the fact and conclusions of law supporting the decision to uphold the award or set the award aside.

610:1-11-87. Request for Proposals Process

A Request for Proposal (RFP) process may be used when it is determined by the Chancellor or the Chancellor's designee that it is more practical and advantageous to receive proposals for services or goods rather than to invite competitive bids based on detailed specifications. The RFP process will ordinarily be limited to purchases, such as professional services, where the purchase award is based on qualitative factors most advantageous to the state.

610:1-11-9. Group purchasing acquisitions

— Alternatives to the formal bid process. Purchases may be made from purchase orders or purchase contracts or at a price equivalent to purchase order or purchase contracts that have been awarded to a vendor(s) on the basis of competitive bids by any of the following entities:

- (1) Oklahoma Department of Central Services
- (2) Colleges and universities within the state system
- (3) General Services Administration
- (4) Educational purchasing consortia

610:1-11-8. Purchasing Authority for OneNet Statewide contracts

(a) The Department of Central Services shall recognize as a statewide contract an unencumbered contract consummated in behalf of the telecommunications network known as OneNet by the Oklahoma State Regents for Higher Education or any other state entity assigned responsibility for OneNet; provided, said recognition shall require recommendation by the Information Services Division of the Office of State Finance. The Department of Central Services shall not subject purchases pursuant to said contracts to any quantity limit. [74 O.S., §85.9E. A.]

(b) The Oklahoma State Regents for Higher Education and any other state entity assigned responsibility for OneNet are authorized to negotiate for education or government discounts from published price listings and to make contracts at such prices subject to adjustment for price increases nationally published. [74 O.S., §85.9E. C.]

610:1-11-9. Contract Renewals

The Chancellor or the Chancellor’s designee may waive bidding requirements for renewals and renegotiations of contracts when the extension or reinstatement of an existing contract would prove more cost effective or beneficial. The requesting unit must provide a written statement of justification supporting that (1) the continuance of the existing business relationship remains advantageous to the State Regents and/or institutions; and (2) a conversion to a competing vendor would be financially impractical both in terms of the prohibitive cost of the conversion and the market place vulnerability that would likely result.

610:1-11-10. Negotiation Authority

The Purchasing Director or Purchasing Director’s designee may negotiate contracts on behalf of the Oklahoma State Regents and OneNet per 610:1-11-8 and 610:1-11-9. The Purchasing Director shall designate a negotiator or negotiation team, and will serve as the lead negotiator for the negotiation process.

610:1-11-1011. Sole Source Contracts

When a contract for a particular acquisition for services or goods, which, by the contract specifications needed by the agency, restricts the contract to one vendor or to one brand name, the purchase can be made without informal quotations or formal bids. All sole source purchases are subject to the approval of the Chancellor or the Chancellor’s designee, and must be supported by a written statement of justification from the requesting unit.

610:1-11-1112. Emergency Acquisition process

The Chancellor or the Chancellor’s designee may waive bidding requirements when an emergency exists that is a threat to public health, welfare, or safety of State Regents; operations and staff. In such event, documentation that is reasonable and sufficient under the circumstances should be maintained substantiating the basis for the emergency and justifying the selection of the vendor.

610:1-11-1213. Purchases \$2,500 or less.

Purchases \$2,500 or less are not subject to competitive bidding and may be made from vendors capable of providing the required good(s) or services(s) in a quality and timely manner.

610:1-11-1314. Purchases between \$2,501 and \$25,000

Purchases between \$2,501 and \$25,000 may be made on the basis of an informal bid process. Purchases made on this basis require price solicitations ~~quotations~~ from a minimum of three (3) vendors, with a minimum of two (2) price quotations being received. All price quotations must be supported by documentation of telephone solicitations or facsimile transmission from the vendors.

610:1-11-1415. Purchases in excess of \$25,000

Purchases in excess of \$25,000 must be reported to the Budget & Audit Committee which may choose to forward them to the full board for approval. These purchases shall be made on the basis of one of the following processes:

- (1) Formal ~~bid~~ solicitation process.
- (2) Alternatives to the formal bid process. Purchases may be made from purchase orders or purchase contracts or at a price equivalent to purchase order or purchase contracts that have been awarded to a vendor(s) on the basis of competitive bids by any of the following entities:
 - (A) Oklahoma Department of Central Services
 - (B) Colleges and universities within the state system
 - (C) General Services Administration
 - (D) Educational purchasing consortia
- ~~(3) Request for Proposal process.~~

610:1-11-1516. Purchases in excess of \$100,000

Purchases in excess of \$100,000 require prior approval of the State Regents.

610:1-11-1617. Professional and Personal services contracts

~~The following types of professional service contracts A contract for the personal services of a physician, architect, attorney, certified public accountant, professional engineer, land surveyor, or other licensed professional as defined in 18 O.S., § 803(6) may be awarded without competitive bidding, except as may be otherwise provided by law applicable to the State Regents. All requests for the services of a specific licensed professional must be supported by a written statement from the requesting unit justifying the selection. The requesting unit must consider the specific needs of the agency, the ability of the individual or firm to meet those needs in a timely manner, and the cost of the services. All contracts for professional services must be approved by the Chancellor or the Chancellor's designee.~~

- (1) A contract for the personal services of a physician, architect, attorney, certified public accountant, professional engineer, land surveyor, or other licensed professional as defined in 18 O.S., § 803(6).
- (2) Professional services of investment managers, investment consultants and actuary services.
- (3) Personal services of speakers and lecturers up to \$10,000.

610:1-11-1718. Training

Employee training services may be acquired without competitive bidding if necessary to accommodate the needs of the agency, ~~and to ensure continued performance of hardware, software, or telecommunications equipment.~~ The requesting unit must provide written justification for an exemption from the competitive bidding requirements. The requesting unit should consider (1) employee work schedules, (2) potential for interruptions in service, (3) cost of interruptions in service, and (4) the number of employees already trained for the particular purpose. All acquisitions under this section must be approved by the Chancellor or the

Chancellor's designee. The Chancellor will require a periodic review of all costs associated with employee training services, including any associated travel expenses, to ensure that the costs are reasonable.

610:1-11-19. Membership and Subscriptions

Memberships in organizations and subscriptions to publications may be acquired without competitive bidding. The Chancellor or the Chancellor's designee must approve all requests. Periodically, the Chancellor will require a review of all memberships and subscriptions to ensure that they continue to serve the best interest of the agency.

610:1-11-20. Utilities

Utility services where rates are regulated by a state or federal regulatory commission may be acquired without competitive bidding.

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AGENDA ITEM #15:

Legislative Agenda.

SUBJECT: Legislative Priorities for the 2006 Session.

RECOMMENDATION:

It is recommended that the State Regents adopt the legislative agenda for the 2006 legislative session.

BACKGROUND:

Each year the State Regents identify priority issues to be addressed by the Oklahoma Legislature.

*Oklahoma State Regents for Higher Education
2006 Legislative Priorities*

I. FUNDING FOR INSTITUTIONS AND PROGRAMS. Increase FY07 appropriated funding from \$123.1 million to \$1,012.5 million as first step toward national parity.

II. DEDICATED FUNDING SOURCE FOR OKLAHOMA'S PROMISE. In light of a projected doubling of scholarship costs within the next three years and possible growth exceeding 200% over the next decade, the State Regents request that the Legislature designate, in addition to gaming revenue, another dedicated funding source (or sources) for the scholarship awards.

III. SUPPLEMENTAL APPROPRIATION. State Regents will request a supplemental appropriation for Oklahoma's Promise for FY06 to cover the projected shortfall in gaming revenue (\$4.6 m). Additional current-year needs are appropriations for increased energy costs in college and university budgets (\$11.0 million) and \$300,000 for unbudgeted Office of State Finance CORE transaction charges.

IV. OKLAHOMA TEACHERS' RETIREMENT SYSTEM. Including the Chancellor as an ex officio member of the board to correspond to current ex officio representation of K-12 and Career Tech systems.

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AGENDA ITEM #16:

Public Agenda for Higher Education.

SUBJECT: Approval of Public Agenda for Higher Education

RECOMMENDATION:

It is recommended that the State Regents approve the 2006 Public Agenda for Higher Education and related projects.

BACKGROUND:

In December 2005, the State Regents identified and adopted a Public Agenda for Higher Education that provides a strategic direction for 2005. The Public Agenda is based on what is most needed in Oklahoma and what higher education can contribute to address these needs.

Oklahoma's Public Agenda for Higher Education is based on three facts:

1. Better prepared high school students are better prepared for college success.
2. A college education enhances quality of life and gives people a chance for better jobs and more financial security.
3. A college educated workforce, focused research, and community development enhance quality of life and strengthen Oklahoma's economy for its citizens.

By accepting these facts as goals for higher education, the State Regents approved a strategic direction for most of the ongoing work of the State Regents' office and the following five goal-oriented projects for 2005.

- (1) The student information portal is a web-based tool to keep students on track with their college and career preparation efforts. As early as the 8th grade, students will be able to create their own custom account for storing information about accomplishments and interests and for receiving information about colleges, financial assistance, careers and jobs. Currently, an online Oklahoma's Promise-OHLAP application is being tested and Oklahoma public colleges and universities are developing online applications and virtual tours.
- (2) The adult degree-completion program will provide a flexible and accelerated option for working adults with more than two years of college to earn a bachelor's degree taking into account the family, work and financial obligations that older students have. Market research indicates that tens of thousands of potential students and their employers are supportive of this initiative. A model for the program and a lead institution are being reviewed.
- (3) Cooperative alliances between the State System and CareerTech builds on the existing cooperative agreements by adding a student-centered approach to increasing the number of students attending college in a efficient, cost effective way. Three pilot sites began enrolling students in Fall 2005 and three additional alliances have been approved to begin enrolling students in Fall 2006.

- (4) Research and technology transfer efforts include higher education taking an active role in designing, promoting and implementing research opportunities. A workshop brought together 98 participants from universities, community colleges, businesses and chambers of commerce to share ideas and discuss the EDGE “Research Capital of the Plains” endowment and the Dynamic Economy and Budget Security Fund.
- (5) Regional workforce development efforts were enhanced with a collaborative analysis of employment projections and degree production. Employment Security Commission offices were located on university campuses and specific academic programs and training were expanded to include demand in biotechnology, security and viticulture. Workforce credentialing is beginning is collaboration with ACT, higher education institutions and businesses. The Employer/Career Services Workshop facilitated communications and identification of solutions to supply and demand issues.

POLICY ISSUES:

The mission adopted by the State Regents in 1990 continues to drive workplan priorities: Building a “nationally competitive system of higher education that will provide educational programs and services universally recognized for excellence, expand frontiers of knowledge, and enhance quality of life.”

Among State Regents’ duties is the responsibility for long-range higher education planning. Adoption of a Public Agenda for Higher Education signals the direction of State Regents’ work and provides an opportunity for the public and all higher education constituencies to be involved in the development of specific plans, practices, and policy.

ANALYSIS:

At the Fall Strategic Planning Retreat in October, the State Regents reviewed the 2005 Public Agenda for Higher Education and the status of the five priority projects. It is recommended that the goals and direction for 2006 be continued. Oklahoma will benefit from a better educated population and workforce and the projects selected can be fully implemented in the coming year.

- (1) In 2006, the student information portal will include partnerships with the Department of Commerce, Employment Security Commission, CareerTech and independent universities. Oklahoma’s Promise-OHLAP students will apply online, students will access college applications and virtual tours, ACT information will be available, parents and high school counselors will have tools for assisting their students.
- (2) In 2006, the adult degree completion program will be designed at each institution under the leadership of a university. Institutions will examine their ability to improve services for adult students. A statewide marketing plan will quickly bring adults back to college to complete their bachelor’s degrees.
- (3) In 2006, cooperative alliances with the vast majority of technology centers will be approved. Strategic plans for making the partnerships as effective and efficient as possible will be developed and the number of students enrolling in college will increase.
- (4) In 2006, research will become an increasingly visible and well funded focus in Oklahoma. The Governor’s EDGE endowment the legislature’s fund will be strategically planned and collaboratively used increase the research capacity of higher education and private businesses.
- (5) In 2006, regional workforce development will focus on key employer needs through information gathering, credentials, and higher education efforts to supply more and better trained employees in key shortage areas such as nursing and allied health.

It is recommended that the State Regents approve the 2006 Public Agenda for Higher Education and direct the staff to work with institutions on the five projects during the coming year.

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AGENDA ITEM #17:

Commendations.

UBJECT: Staff Recognitions

RECOMMENDATION:

It is recommended that the State Regents accept this report and commend staff and State Regents for state and national recognitions.

State Regents and staff have received the following state and national recognitions:

- **Angela Caddell**, Director of Oklahoma Money Matters (OKMM), and **Jack Hedrick**, OKMM Outreach Coordinator, presented the financial literacy program at five training sessions for family and consumer science teachers and administrators associated with the Oklahoma Department of Career and Technology Education. The regional consumer education trainings were held in Duncan, Woodward, Oklahoma City, Tulsa, and McAlester during November and December.
- **Roger Holder**, Video Support Technician, worked with the Center for Collaborative Adaptive Sensing of the Atmosphere (CASA), an NSF-Funded Weather Research group, to allow video conference meetings from eight geographically diverse sites around the world. These sites included the University of Catalona (Barcelona Spain), the University of Puerto Rico (UPRM), the University of Massachusetts (UMASS), Colorado State University (CSU), CASA at the University of Oklahoma (OU) and others.
- **Dr. Debbie Blanke**, Assistant Vice Chancellor for Academic Programs and **Kyle Dahlem**, Director of Teacher Education and the Minority Teacher Recruitment Center, gave a presentation on Oklahoma's International Strategic Action Plan and international education efforts in Oklahoma to the American Council on International Intercultural Education in Washington, D.C. on December 2, 2005.
- **Goldie Thompson**, Assistant Director, Minority Teacher Recruitment Center, co-presented *College Preparation and Careers in Education* at the Future Educators Association (FEA) workshop on November 12, 2005 for new Tulsa FEA chapters and *Promoting Student Success through Rigor, Relevance and Relationships Utilizing LEAP and ACE in the Classroom* at the Oklahoma High Schools That Work: Rigor, Relevance and Relationships Conference on November 29, 2005 in Midwest City. She also conducted a presentation on *Infusing International Content into K-12 Curricula-Preparing Students to Compete in a Global Workforce* at the Oklahoma Associations Supporting International Studies (OASIS) meeting for the University of Oklahoma Student Oklahoma Education Association (SOEA) on November 17, 2005 in Norman.

- **The Employee Recognition Event honoring the agency employees years of service was held on December 2, 2005 at the Presbyterian Health Foundation Conference Center. The following staff were awarded their longevity pins:**

25 Years of Service - Glenda McDaniel, Director of Business Services; Gina Wekke, Senior Coordinator for Academic Affairs and Director of Campus Compact.

20 Years of Service - Penny Gandy, Client Solutions Manager; William “Cody” Layman, Regulatory Compliance Specialist III; Jackie Oram, Applications System Analyst III.

15 Years of Service - Roger Bozarth, Gail Burke, Brandi Casteel, Linda Cocklin, Connie Ferguson, Mary Heid, Kathryn Hill, Christie Lee, Kermit McMurry, Kathleen Quinn, Vonley Royal and Julie Williams.

10 Years of Service - Rachell Bowers, Christopher Evans, Benjamin Frech, Debbi McDaniel, Karla Moran, Lonco Osborne and Darlene Smith.

5 Years of Service - Randy Bishop, Debra Blanke, Amy Bruce, Brian Burkhart, Michael Chambless, Kyle Dahlem, James Farley, David Harting, Wade Honohan, Jolynn Horn John Jackson, Myra Jones, LaTreece Langston, Tiffani Martin, Kenya Newton, Laura Smith, Kurt Snodgrass, Donna Spain-Bryant, Stephen Washington and Talitia Watson

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

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AGENDA ITEM #18:

Executive Session.

Not Available Electronically.

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AGENDA ITEM #19-a:

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 Central Oklahoma (UCO)

- 1 option addition
- 1 option deletion
- 2 program name changes
- 1 degree designation change
- 1 option name change

Northwestern Oklahoma State University (NWOSU)

- 1 degree program course requirement change

POLICY ISSUES:

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

ANALYSIS:

UCO – Bachelor of Music (126)

Option addition:

- add a "piano performance and pedagogy" option to better prepare future piano teachers with knowledge, skills, and experience pertinent to teaching piano performance;
- eight new courses will be added; and
- no new funds required.

UCO – Bachelor of Fine Arts in Theatre Arts (178)

Option deletion:

- delete the "theatre education studies" option as Communication Education will be renamed to Theatre Education and transferred to the Department of Theatre, Dance, and Media Arts;
- no courses will be added or deleted; and
- no new funds required.

UCO – Bachelor of Arts in Journalism (118)

Degree program name change:

- change the program name to Bachelor of Arts in Mass Communication;
- three new courses will be added among existing option areas; and
- no new funds required.

UCO – Bachelor of Arts in Communication (130)

Degree program name change:

- change program name to Bachelor of Arts in Mass Communication;
- five new courses will be added among existing option areas; and
- no new funds required.

UCO – Bachelor of Arts in Education in Communication Education (131)

Degree program designation change and option name change:

- change program designation to Bachelor of Fine Arts in Education in Theatre/Communication Education to provide a better learning environment for students, which reflects the merging of curriculum, new course offerings, and new areas of emphasis;
- change the option name from “communication education” to “theatre/communication education”;
- no courses will be added or deleted; and
- additional funds from internal reallocation will support adjunct faculty.

NWOSU – Bachelor of Science in Agri-Business (003)

Degree program course requirement change:

- revise course curriculum to better meet the needs of students;
- two new courses will be added and two courses will be deleted; and
- no new funds required.

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AGENDA ITEM #19-b:

Electronic Media.

SUBJECT: Ratification of approved courses and programs for the Southern Regional Education Board (SREB) Electronic Campus.

RECOMMENDATION:

It is recommended that the State Regents ratify the approval of courses and programs for inclusion in the SREB Electronic Campus.

BACKGROUND:

The SREB Electronic Campus was created in 1997 as an “electronic marketplace” for courses, programs, and services offered electronically by accredited colleges and universities in the SREB member states. At the September 5, 1997 meeting, the State Regents approved the inclusion of three courses from Oklahoma institutions in the Electronic Campus pilot offerings for spring 1998. Over time, participation in the program has expanded, and the State Regents have periodically approved inclusion of programs and courses from Oklahoma institutions.

POLICY ISSUES:

This action is consistent with the State Regents’ *“Policies and Procedures Pertaining to the Delivery of Electronically Delivered and Traditional Off-Campus Courses and Programs.”*

ANALYSIS:

In 1996, the SREB began plans to develop the Electronic Campus (originally called the *Electronic Common Market*), a distance education consortium. The Electronic Campus serves as a centralized listing of approved distance education courses and programs from participating SREB states; it does not grant credit or degrees. Institutions provide the education and services and determine tuition and fees, set enrollment procedures, and provide related student services. The Electronic Campus has continued to expand and now lists over 7,000 courses and 250 degree programs from more than 250 colleges and universities in the south.

A proposal for seven new Electronic Campus offerings was received from Cameron University. Offerings from Oklahoma institutions listed within the Electronic Campus now total 560 courses and 12 programs. Cameron has provided information concerning the quality of the courses to be offered and has affirmed that the submission complies fully with the Electronic Campus *Principles of Good Practice*.

Authorization was granted by the Chancellor for the above request. State Regents’ ratification is requested.

Attachment

Cameron University
Courses for inclusion in the SREC

New Listings	
Course Number	Course Title
CJ 1113	Applied Criminology
MKTG 3423	Consumer Motivation & Behavior
MKTG 5513	Contemporary Marketing Problems
SOCI 1113	Introductory Sociology
ACCT 3213	Managerial Accounting
ECON 3313	Money and Banking
FIN 3313	Money and Banking

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AGENDA ITEM #19-c:

Capital.

SUBJECT: Ratification of Capital Allotments for FY2006.

RECOMMENDATION:

It is recommended that the State Regents ratify the capital allotments made during the period of November 12, 2005, through December 16, 2005.

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 November 12, 2005, through November 11, 2005, 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 \$1,002,066. This total is represented by \$91,000 in Section13/New College allotments and \$911,066 in State Fund allotments.

ALLOTMENT OF FUNDS FOR CAPITAL PROJECTS
 (For the Period of November 12, 2005 through December 16, 2005)
 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	4612	295-State	Lake Carl Blackwell	12/2/2005		\$204,000	
			Total		\$0	\$204,000	\$204,000
Southeastern OK State Univ.	Not Required	600-Section 13	General Repair & Renovation	12/8/2005	\$55,000		
	Not Required	650-New College	General Repair & Renovation	12/8/2005	\$35,000		
	Total				\$90,000	\$0	\$90,000
OK Panhandle State Univ.	Not Required	650-New College	Instructional Materials	12/8/2005	\$1,000		
Total					\$1,000	\$0	\$1,000
Northeastern OK A&M College	4613	295-State	Institutional Equipment	11/22/2005		\$75,000	
	4613	295-State	Academic Equipment - 2006	11/22/2005		\$25,000	
	Total				\$0	\$100,000	\$100,000
Western OK State College	4614	295-State	Master Lease Debt Service	11/22/2005		\$21,321	
	4614	295-State	Roofing HVAC	11/22/2005		\$29,866	
	4614	295-State	Land Improvements and Infrastructure Enhancements	11/22/2005		\$260,804	
	4614	295-State	Information Technology Equipment	11/22/2005		\$87,700	
	4614	295-State	Office/Classroom Program Renovation and Equipment	11/22/2005		\$77,374	
	4614	295-State	Computer Lab Improvements	11/22/2005		\$50,000	
	4614	295-State	Distance Learning Equipment	11/22/2005		\$80,000	
	Total					\$0	\$607,066
State System Totals					\$91,000	\$911,066	\$1,002,066

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AGENDA ITEM #19-d (1):

Agency Operations.

Not Available Electronically.

Not Available Electronically.

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AGENDA ITEM #19-d (2):

Benefits.

Not Available Electronically.

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AGENDA ITEM #19-d (3):

Personnel.

Not Available Electronically.

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AGENDA ITEM #19-d (4):

Resolution.

Not Available Electronically.

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AGENDA ITEM #19-e:

GEAR UP.

SUBJECT: Approval of contract for services relating to the college access information component of Phase II of the GEAR UP grant.

RECOMMENDATION:

It is recommended that the State Regents approve a one-year contract with Third Degree Advertising in an amount not to exceed \$504,899 for the implementation of the college access information component of GEAR UP.

BACKGROUND:

In 1999 Oklahoma was a recipient in the inaugural round of Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) grants provided by the U.S. Department of Education to address the needs of low-income students to attend and succeed in college. Then Governor Frank Keating designated the Oklahoma State Regents as the state education agency responsible for creating a statewide plan for early college readiness. Recognized nationally for innovation in academic intervention, the five-year project was extended for an additional year in 2004 and an additional \$4.4 million.

Now in 2005 the Oklahoma State Regents have been awarded a consecutive six-year grant (2005-2011). The new grant designated as Oklahoma GEAR UP Phase II is worth \$3,483,594 in its first year. Over the six year grant period of Phase II, the State Regents are projected to receive \$20.6 million to address the factors that place Oklahoma students at risk for educational failure, including generational poverty, gaps in knowledge about the college experience, and weak academic preparation.

The project design for Oklahoma's Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) includes a statewide college access information component designed to help increase the high school to college-going rate of students currently in grades five through 12. The primary target audiences of the GEAR UP college access information effort are Oklahoma 5th – 12th grade students and their parents; educators of Oklahoma students in 5th – 12th grade; first-generation (to attend college) students; and minority and low-income students. Secondary target audiences of the GEAR UP public engagement effort are extended family members of 5th – 12th grade students; adults with influence in 5th – 12th grade students' lives (tribal, community and faith-based leaders, coaches, youth organization leaders, mentors, tutors, etc.)

The specific objectives of the campaign are to:

- increase students' educational aspirations
- increase parents' expectations of their child's educational attainment
- inform target audiences about academic preparation required for college
- correct misperceptions about the cost of attending an Oklahoma state college or university
- inform target audiences about state and federal financial aid opportunities

- foster and improve parental involvement in preparing their children for college
- help teachers and counselors academically prepare their students for college
- Inform teachers and counselors of the many resources available to help prepare students for college.

On Nov. 10, 2005, the State Regents distributed a request for proposals to public relations/advertising agencies for assistance in developing the following components:

1. A statewide advertising plan for English and Spanish-speaking audiences utilizing network television, cable television, radio, outdoor, movie theater and other associated media designed to increase the educational aspiration of students currently in grades five through 12 as well as parents' expectations of their fifth through 12th grade child's educational attainment. Advertising may also provide information on programs and services available to help the students achieve their educational goals.
2. Two 10- to 15-minute GEAR UP videos and/or DVDs for fifth through seventh grade students on the value of early college preparation and the link between study habits, course selection and application of academic knowledge in the "real world." The videos and/or DVDs will feature the Oklahoma GEAR UP animated characters of Kyra and Syntrof. The videos and/or DVDs will be a combination of live action, graphics and full animation. Subtitled versions will be created in Spanish.
3. Two follow up surveys to the data collected in Phase I of GEAR UP. The surveys will be conducted within the state of Oklahoma to measure the effects of the GEAR UP campaign to date, and evaluate any awareness, opinion and behavioral changes that have occurred since the GEAR UP program began.

The State Regents received four qualified requests for proposals. The proposals were reviewed by a six-member committee comprised of State Regents GEAR UP and purchasing staff, and two directors of communications from Oklahoma colleges and universities.

POLICY ISSUES:

The selection of a public relations/advertising firm for the statewide college access information component of Phase II of the GEAR UP grant is consistent with the project design and management plan presented in the GEAR UP grant application (April 2005). The award of this contract is consistent with the State Regents Purchasing Policy.

ANALYSIS:

Based on a comprehensive evaluation of the GEAR UP request for proposals, it is recommended that the State Regents approve a one-year contract with Third Degree Advertising in an amount not to exceed \$504,899 for the implementation of the college access information component of Phase II of the GEAR UP grant.

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AGENDA ITEM #19-f:

Policy.

SUBJECT: Chancellor's Scholarship Program Policy Update

RECOMMENDATION:

It is recommended that the State Regents adopt the attached policy redefining the operating guidelines concerning the amount awarded in the Chancellor's Scholarship Program.

BACKGROUND:

The State Regents, at their January 21, 1990 meeting, approved a basic outline of the Chancellor's Scholarship Program. At the March 25, 1990 a set of guidelines were approved for the operation of the Program.

ANALYSIS:

Chancellor Risser has asked that the amount of the award be increased from \$1,000 to \$2,000. This will be the first increase since the program began more than 15 years ago.

POLICY STATEMENT ON
CHANCELLOR'S SCHOLARSHIP PROGRAM

A Chancellor's Scholar shall be an entering freshman in college with high academic achievement in high school, outstanding leadership characteristics and a commitment to the enhancement of the community. Evidence of this commitment will be demonstrated through his or her involvement in the initiation of a program or project in his/her school or community which resulted in an improvement of the learning environment of the school or the social betterment of the community.

While the controlling criteria for this award shall be as stated above, the program will include students with a diversity of geographic, ethnic and economic background and who plan to pursue a variety of programs of study in institutions across the state.

The program will operate under the following general principles:

1. Only students attending Oklahoma public institutions of higher education are eligible.
2. The program will be funded through accrued interest on private donations.
3. The funds will be held within the State Regents' Trust for Academic Scholars.
4. The scholarship program will not start until sufficient accrued interest has accumulated.
5. The scholarship will be a one-time award of ~~\$1,000~~ \$2,000.

Adopted March 25, 1990, amended January 12, 2005.

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AGENDA ITEM #19-g:

Regents Education Program.

RECOMMENDATION:

It is recommended that the State Regents ratify and approve the education events 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:

Two events have 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 and approval by the State Regents is requested.

TITLE: AGB Regent Professional Development
HOST: OSRHE
DATE: November 30, 2005
LOCATION: PHF Conference Center
REP CREDIT: 3 hours

TITLE: Higher Education Conference on Enrollment
HOST: OSRHE
DATE: February 2, 2006
LOCATION: OSU-OKC
REP CREDIT: 7 hours

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AGENDA ITEM #20-a:

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, 2005, 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
- XV. Net Deletion Table

CURRENT DEGREE PROGRAM INVENTORY

January 12, 2006

(Table reflects actions taken at the December 1, 2005 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
OU	237	0	0	104	79	50	0	233	4
OUHSC	61	0	0	8	25	15	9	57	4
OU-LAW	1	0	0	0	0	0	1	1	0
OSU	216	0	0	88	68	43	0	199	17
OSUTB-									
OKC	44	7	32	0	0	0	0	39	5
OSUTB-									
OKM	22	2	17	3	0	0	0	22	0
OSU Vet									
Med	1	0	0	0	0	0	1	1	0
OSU-COM	4	0	0	0	2	1	1	4	0
ECU	41	0	0	33	8	0	0	41	0
NSU	90	0	0	60	20	0	1	81	9
NWOSU	43	0	0	37	5	0	0	42	1
RSU	26	14	4	8	0	0	0	26	0
SEOSU	52	0	0	44	8	0	0	52	0
SWOSU	61	4	5	39	12	0	1	61	0
UCO	88	0	0	60	27	0	0	87	1
CU	48	2	8	31	6	0	0	47	1
LU	39	8	0	27	3	0	1	39	0
OPSU	32	4	2	26	0	0	0	32	0
USAO	25	0	0	25	0	0	0	25	0
CASC	34	23	8	0	0	0	0	31	3
CSC	27	20	4	0	0	0	0	24	3
EOSC	34	22	9	0	0	0	0	31	3
MSC	31	18	9	0	0	0	0	27	4
NEOAMC	55	20	10	0	0	0	0	30	25
NOC	40	21	19	0	0	0	0	40	0
OCCC	68	23	25	0	0	0	0	48	20
RCC	30	16	9	0	0	0	0	25	5
Rose	64	29	26	0	0	0	0	55	9
SSC	24	18	4	0	0	0	0	22	2
TCC	99	25	43	0	0	0	0	68	31
WOSC	14	2	11	0	0	0	0	13	1
System Total	1,651	278	245	593	263	109	15	1,503	148

I. Letters of Intent

Institution	Degree Program	Date Received
OCCC	Associate in Applied Science in Aerospace Services	09/30/2004
CASC	Associate in Arts in English	10/15/2004
Rose	Certificate in Realtime Voice Writing	10/21/2004
OSUTB-OKM	Associate in Applied Science in Casino Resort Operations	11/29/2004
OSU-OKC	Associate in Applied Science in Montessori Education	12/21/2004
RCC	Certificate in Emergency Preparedness/Homeland Security	02/11/2005
OSU-OKC	Associate in Applied Science in Biomedical Engineering Technology	05/03/2005
NSU	Undergraduate Certificate in English as a Second Language	05/16/2005
NSU	Graduate Certificate in English as a Second Language	05/16/2005
UCO	Master of Music in Jazz Studies	07/19/2005
OSUTB-OKM	Associate in Applied Science in Emergent Science Technologies	07/19/2005
TCC	Associate in Applied Science in Cardiovascular Technology	07/21/2005
NSU	Bachelor of Arts in Visual Communication	08/03/2005
TCC	Associate in Science in Biotechnology	08/11/2005
TCC	Associate in Applied Science in Biotechnology	08/11/2005
TCC	Associate in Science in Homeland Security	08/11/2005
TCC	Associate in Applied Science in Homeland Security	08/11/2005
TCC	Certificate in Homeland Security	08/11/2005
TCC	Associate in Science in Information Reporting Technology	08/11/2005
TCC	Associate in Applied Science in Information Reporting Technology	08/11/2005
TCC	Certificate in Information Reporting Technology	08/11/2005
TCC	Certificate in Biotechnology	08/11/2005
NSU	Bachelor of Business Administration in Logistics Management	08/11/2005
OCCC	Associate in Applied Science in Nanotechnology	08/15/2005
OCCC	Associate in Applied Science in Sonography	08/15/2005
OCCC	Certificate in Leadership	08/15/2005
OCCC	Certificate in Bioinformatics	08/15/2005
OCCC	Associate in Applied Science in Emergency Management and Planning	08/15/2005
OCCC	Associate in Applied Science in Automotive Management	08/15/2005
OCCC	Associate in Science in Business (Automotive Management option)	08/15/2005
OCCC	Associate in Arts in Leisure Service Management	08/15/2005
OSU-OKC	Associate in Applied Science in Technical Spanish/Translation & Interpretation	08/22/2005
Rose	Associate in Science in Computer Information Technology	08/24/2005
OSU	Master of Science in Business Geographics	09/12/2005
OSU	Bachelor of Science in Food Science	09/12/2005
TCC	Associate in Applied Science in Nanotechnology	10/28/2005
RCC	Associate in Applied Science in Sustainable Agriculture – Viticulture and Enology	11/02/2005 (renewed)
RCC	Certificate in Viticulture and Enology	11/02/2005 (renewed)
OSU-OKC	Associate in Applied Science in Viticulture and Enology	11/08/2005
OSU-OKC	Certificate in Viticulture and Enology	11/08/2005
OUHSC	Doctor of Philosophy in Nursing	11/17/2005

II. Degree Program Requests Under Review

July 1, 2005 to present

Institution	Degree Program	Date Rec'd	Status
CASC	Associate in Arts in Fine Arts	02/15/2005	undergoing review
OU	Doctor of Philosophy in Mass Communication	04/08/2005	undergoing review
OSU-OKC	Associate in Applied Science in Culinary Arts as a cooperative agreement with Metro Technology Centers	05/06/2005	undergoing review
OU	Bachelor of Science in Aviation	05/17/2005	January 12, 2006
CASC	Certificate of Mastery in Child Development	06/14/2005	undergoing review
OSU	Certificate in Engineering & Technology Management	11/17/2005	undergoing review
OSUTB-OKM	Associate in Applied Science in Emergent Science Technologies	11/17/2005	January 12, 2006

III. Approved New Program Requests

July 1, 2005 to present

Institution	Degree Program	Date Rec'd	Date Approved
OSU-OKC	Associate in Applied Science in Radiography as a cooperative agreement with Metro Technology Centers	05/06/2005	September 15, 2005
OU	Bachelor of Arts in Chinese	05/17/2005	September 15, 2005
RSU	Associate in Arts in Legal Assisting	06/09/2005	September 15, 2005
OSU-OKC	Associate in Applied Science in Enterprise Communications	05/17/2005	October 27, 2005
TCC	Certificate in Hospitality & Gaming Operations	08/18/2005	October 27, 2005

IV. Requested Degree Program Deletions

July 1, 2005 to present

Institution	Degree Program (program code)	Date Rec'd	Status
CASC	Associate in Arts in Speech/Theatre (035)	02/15/2005	undergoing review
CASC	Associate in Arts in Music (026)	02/15/2005	undergoing review
CASC	Associate in Arts in Art (002)	02/15/2005	undergoing review
OUHSC	Master of Science in Prosthodontics (051)	02/15/2005	undergoing review
SWOSU	Associate in Applied Science in Childhood Development and Education (144)	09/02/2005	undergoing review
ECU	Bachelor of Science in Business Education and Office Technology (009)	11/10/2005	undergoing review

V. Approved Degree Program Deletions

July 1, 2005 to present

Institution	Degree Program (program code)	Date Rec'd	Date Approved
OSUTB-OKM	Associate in Applied Science in Shoe-Boot-Saddle (037)	02/09/2005	September 15, 2005
TCC	Associate in Applied Science in Surveying Technology (218)	05/19/2005	September 15, 2005
RSU	Certificate in EMS Paramedic (102)	06/09/2005	September 15, 2005
RSU	Certificate in EMT Intermediate (103)	06/09/2005	September 15, 2005
RSU	Associate in Applied Science in Legal Assistant (049)	06/09/2005	September 15, 2005
OCCC	Associate in Applied Science in Telecommunications Technology (134)	06/10/2005	September 15, 2005
NEOAMC	Associate in Applied Science in Electronics (019)	06/29/2005	September 15, 2005
UCO	Certificate in Emerging Technologies (187)	08/29/2005	October 27, 2005
TCC	Certificate in Management Leadership (253)	08/29/2005	October 27, 2005
OCCC	Certificate in Accounting Technician (133)	09/07/2005	October 27, 2005
OCCC	Certificate in Accounting Office Assistant (132)	09/07/2005	October 27, 2005
OSU	Bachelor of Science in Professional Studies (426)	10/13/2005	December 1, 2005
RCC	Associate in Applied Science in Laboratory Animal Science (075)	11/01/2005	December 1, 2005
CASC	Certificate in Food handling/Management (053)	11/03/2005	December 1, 2005

VI. Requested Degree Program Name Changes

July 1, 2005 to present

Institution	Current Program Name (program code)	Proposed Program Name	Date Rec'd	Status
SWOSU	Bachelor of Arts in Graphic Design (007)	Bachelor of Fine Arts in Art	02/15/2005	undergoing review
UCO	Bachelor of Arts in Journalism (118)	Bachelor of Arts in Mass Communication	11/07/2005	January 12, 2006
UCO	Bachelor of Arts in Communication (130)	Bachelor of Arts in Mass Communication	11/07/2005	January 12, 2006

VII. Approved Degree Program Name Changes

July 1, 2005 to present

Institution	Current Program Name (program code)	Proposed Program Name	Date Rec'd	Date Approved
TCC	Associate in Applied Science in Civil Engineering Technology (099)	Associate in Applied Science in Civil Engineering/Surveying Technology	05/19/2005	September 15, 2005
SWOSU	Bachelor of Science in Medical Technology (034)	Bachelor of Science in Clinical Laboratory Science	08/03/2005	September 15, 2005
NOC	Associate in Arts in Native American Leadership (072)	Associate in Arts in American Indian Studies	09/13/2005	October 27, 2005
OSU	Bachelor of Science in Medical Technology (148)	Bachelor of Science in Clinical Laboratory Science	10/13/2005	December 1, 2005

VIII. Requested Degree Designation Changes

July 1, 2005 to present

Date Rec'd	Institution	Current Degree Program	Proposed Degree Designation	Status
11/07/2005	UCO	Bachelor of Arts in Education in Communication Education (131)	Bachelor of Fine Arts in Education in Theatre/Communication Education	January 12, 2006

IX. Approved Degree Designation Changes

July 1, 2005 to present

Date Rec'd	Institution	Current Degree Program	Proposed Degree Designation	Approved
06/30/2005	OU	Bachelor of Liberal Studies in Liberal Studies (231)	Bachelor of Arts in Liberal Studies	October 27, 2005

X. Completed Cooperative Agreements

July 1, 2005 to present

Date Rec'd	Institution	Area Career Technology Center	Degree Program (program code)	Date Approved	Date Ratified
05/06/2005	OSU-OKC	Metro Technology Center	Associate in Applied Science in Radiography (new)	n/a	September 15, 2005
05/06/2005	OSU-OKC	Metro Technology Center	Associate in Applied Science in Culinary Arts (new)		undergoing review
06/15/2005	RCC	Autry Technology Center	Associate in Applied Science in Emergency Medical Technology Paramedic (076)	11/15/05	December 1, 2005
08/03/2005	OSU-OKC	Francis Tuttle Technology Center	Associate in Applied Science in Computer Information Systems (005) [accounting option]		undergoing review
08/03/2005	OSU-OKC	Francis Tuttle Technology Center	Associate in Applied Science in Engineering Technology in Technical Communications (064) [illustration/multimedia option]		undergoing review
08/03/2005	OSU-OKC	Eastern Oklahoma County Technology Center	Associate in Applied Science in Municipal Fire Protection (088)	11/15/05	December 1, 2005
08/08/2005	NOC	Meridian Technology Center	Associate in Applied Science in Engineering Technology (070) [drafting & design option]	11/15/05	December 1, 2005
08/12/2005	OCCC	Francis Tuttle Technology Center	Associate in Applied Science in Enterprise Communication Systems (new)	n/a	September 15, 2005
09/21/2005	RCC	Central Technology Center	Associate in Applied Science in Sustainable Agriculture, Viticulture, & Enology (027), Technology option		undergoing review

XI. Suspended Programs

July 1, 2005 to present

Institution	Degree Program (program code)	Date Suspended	Date Suspension Ratified	Date by which program must be reinstated or deleted
NOC	Associate in Applied Science in Computer Information Systems (075)	09/23/2005	10/27/2005	September 22, 2005

XII. Reinstated Programs

July 1, 2005 to present

Date Rec'd	Institution	Program (program code)	Original Suspension Date	Date Reinstatement Ratified
09/13/2005	NOC	Associate in Arts in Native American Leadership (072)	08/15/2002	October 27, 2005

XIII. Requested Inventory Reconciliations

July 1, 2005 to present

Institution	Degree Program (program code)	Date Rec'd	Status

XIV. Approved Inventory Reconciliations

July 1, 2005 to present

Institution	Degree Program (program code)	Date Rec'd	Date Approved
UCO	Bachelor of Science in Food Management & Nutrition Didactics (113) [program name change to Bachelor of Science in Nutrition, Dietetics, and Food Management]	06/22/2005	September 15, 2005
NSU	Bachelor of Science in Family & Consumer Science (045), add option Family & Consumer Science	08/24/2005	October 27, 2005
NSU	Bachelor of Business Administration in Finance (030), add option Finance	08/24/2005	October 27, 2005
NSU	Master of Business Administration (056), add option Master of Business Administration	08/24/2005	October 27, 2005

XV. Net Reduction Table

1991-92 through December 1, 2005

Institution	1991	Current			
	Academic Year 1991-92	Current as of December 2005			
	No. of Programs	No. of Programs	No. Deleted	No. Added	Net Reduction
OU	278	237	73	32	41
OUHSC	62	61	15	14	1
OU-LAW	1	1	0	0	0
OSU	230	216	62	48	14
OSU-OKC	50	44	41	35	6
OSUTB-OKM	47	22	39	14	25
OSU Vet Med	1	1	0	0	0
OSU-CHS	1	4	0	3	-3
ECU	43	41	4	2	2
NSU	97	90	27	20	7
NWOSU	56	43	16	3	13
RSU	78	26	71	20	51
SEOSU	61	52	23	14	9
SWOSU	94	61	51	18	33
UCO	135	88	54	7	47
CU	36	48	3	15	-12
LU	41	39	12	10	2
OPSU	42	32	19	9	10
USAO	34	25	10	1	9
CASC	37	34	12	9	3
CSC	61	27	40	6	34
EOSC	56	34	27	5	22
MSC	32	31	10	9	1
NEOAMC	87	55	46	14	32
NOC	54	40	31	17	14
OCCC	68	68	38	38	0
RCC	62	30	42	10	32
Rose	82	64	41	23	18
SSC	31	24	12	5	7
TCC	107	99	63	55	8
WOSC	50	14	41	5	36
System Total	2,114	1,651	923	461	462

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
January 12, 2006

AGENDA ITEM #20-b (1):

Annual Report.

SUBJECT: Regents Education Program

RECOMMENDATION:

It is recommended that the State Regents approve/ratify the Regents Education Program 2004-2005 Annual Report.

BACKGROUND:

According to Regents' policy, the State Regents will publish a Regents Education Program Annual Report each fiscal year. The annual report for FY2004-2005 is attached for approval/ratification.

POLICY ISSUES:

The Regents Education Program 2004-2005 Annual Report is a routine item for consideration and no policy issues are in question.

ANALYSIS:

The Regents Education Program 2004-2005 Annual Report has been prepared in accordance with State Regents' policy and outlines the courses offered, notable speakers, offering locations, regent/trustee participation, and a summary.

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
January 12, 2006

AGENDA ITEM #20-b (2):

Annual Report.

SUBJECT: Oklahoma High School Indicators Project, Mean ACT Scores by Oklahoma High School Site.

RECOMMENDATION:

It is recommended that the State Regents accept the report of the high school Indicators project.

BACKGROUND:

In Senate Bill No. 183 from the 1989 legislative session, Section 13 set up a program designed to evaluate the performance of individual schools and school districts in the state of Oklahoma. This program not only required multiple types of evaluation by the State Department of Education but also required that the individual schools and districts be notified of these evaluations and that the general public also be advised as to the "effectiveness" of individual schools or districts.

ANALYSIS:

In response to the directive of SB 183, the State Regents will be providing four reports: (1) high school to college-going rate by high school site; (2) headcount, semester hours, and grade point average of first-time freshmen in fall semester by high school site; (3) mean ACT score of high school graduates by high school site; and (4) remediation rates by high school site.

One of these reports (the mean ACT scores report) is contained within this agenda and the remaining three reports (high school to college-going rate report; headcount, semester hours, and grade point average of first-time freshmen report; and remediation rates report) will be presented at the February 17, 2006, State Regents' meeting.

Mean ACT Scores by Oklahoma High School Site

The mean ACT scores report lists the county, district, and high school site followed by the high school ACT code assigned by ACT, a computed mean ACT subject and composite score of high school graduates who took the ACT exam, and the number of high school graduates who took the exam.

Supplement