NOTE

This document contains recommendations and reports to the State Regents regarding items on the October 20, 2016 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 October 20, 2016.
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.


6. **STUDENTS**


7. **Students.** Students report on higher education’s impact. Page 5.

8. **ACADEMIC**

   8. New Programs.


      d. Rogers State University. Approval to offer the Bachelor of Arts in History. Page 27.

      e. Connors State College. Approval to offer the Associate in Applied Science in Physical Therapist Assistant through a contractual arrangement. Page 35.

g. Oklahoma State University Institute of Technology. Approval to offer the Associate in Science in Pre-Professional Studies. Page 51.

9. **Program Deletions.** Approval of institutional request for program deletions. Page 59.

10. **Policy.**
   
a. Posting of the proposed policy revisions to the Privacy, Data Access and Management policy. Page 61.
   
b. Posting of the proposed revisions to the State Regents’ Professional Programs policy. Page 63.
   
c. Approval of the proposed revisions to the State Regents’ Institutional Accreditation policy. Page 89.
   
d. Approval of the proposed revisions to the State Regents’ Intensive English Program Approval and Review policy. Page 125.

11. **Oklahoma’s Promise.** Approval of FY2018 official funding estimate. Page 137.

**FISCAL**

12. **E&G Budget Allocations.** Ratification of allocations for residual FY2016 appropriations received from the State. Page 145.


14. **Endowment.**
   
   
b. Ratification of account transfers requested for the University of Oklahoma. Page 177.


**EXECUTIVE**

17. **Commendations.** Recognition of State Regents’ staff for service and recognitions on state and national projects. Page 189.
18. **Executive Session.** Page 191.

a. Possible discussion and vote to enter into executive session pursuant to Title 25, Oklahoma Statutes, Section 307(B)(4) for confidential communications between the board and its attorneys concerning a pending investigation, claim, or action if the board's attorney determines that disclosure will seriously impair the ability of the board to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

b. Enter into executive session.

c. Open session resumes.

d. Vote to exit executive 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. Programs.


   (2) Program Suspension. Approval of institutional requests. Page 197.

b. Reconciliation. Approval of institutional request for program reconciliation. Page 199.


e. Electronic Delivery. Approval to offer the Bachelor of Science in Business Administration in Management and the Bachelor of Science in Business Administration in General Business via online delivery. Page 205.


g. State Authorization Reciprocity Agreement.

   (1) Ratification of institutional requests to participate in the SARA. Page 213.

   (2) Ratification of institutional requests for annual renewal of participation in the State Authorization Reciprocity Agreement. Page 215.

i. Non-Academic Degrees. Ratification of requests from the University of Oklahoma to award honorary degrees. Page 219.


**REPORTS**

20. **Reports.** Acceptance of reports listed.
   

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

23. **Announcement of Next Regular Meeting** — The next regular meetings are scheduled to be held on Thursday, November 3, 2016 at 10:30 a.m., Wednesday, November 30, 2016 and Thursday, December 1, 2016 at 9 a.m. at the State Regents Office in Oklahoma City.

24. **Adjournment.**
AGENDA ITEM #5:


SUBJECT: Report of the Chancellor’s activities on behalf of the State Regents for the period of August 18, 2016 through October 5, 2016

RECOMMENDATION:

This is an information item only.

ANALYSIS:

The following are the activities that Chancellor Glen D. Johnson has participated in on behalf of the State Regents for the period of August 18, 2016 through October 5, 2016:

- Met with Congressman Tom Cole in Oklahoma City to discuss higher education issues.
- Participated in conference call with Oklahoma Historical Society Executive Director Bob Blackburn to discuss higher education issues.
- Attended Oklahoma Academy Salute at Southern Hills Marriott in Tulsa.
- Participated in conference call with Eastern Oklahoma State College (EOSC) President Steve Smith to discuss higher education issues.
- Met with OU Foundation Executive Director Guy Patton in Oklahoma City to discuss higher education issues.
- Attended and chaired Oklahoma Educational Television Authority (OETA) Board of Directors meeting in Oklahoma City.
- Attended State Fair Board of Directors meeting in Oklahoma City.
- Met with Senator Greg Treat in Oklahoma City to discuss higher education issues.
- Participated in conference call with Southwestern Oklahoma State University (SWOSU) President Randy Beutler to discuss higher education issues.
- Participated in conference call with Art Coleman to discuss higher education issues.
- Met with Oklahoma Historical Society Executive Director Bob Blackburn in Oklahoma City to discuss higher education issues.
- Participated in conference call with Association of Governing Boards of Colleges and Universities (AGB) President Rick Legon to discuss higher education issues.
- Met with Assistant Attorney General Doug Allen in Oklahoma City to discuss higher education issues.
- Met with Secretary of Education and Workforce Development Natalie Shirley in Oklahoma City to discuss higher education issues.
- Attended and chaired State Regents’ Campus Safety and Security Task Force meeting in Oklahoma City.
- Met with the Tulsa World Editorial Board in Tulsa to discuss higher education issues.
- Met with Senator Marty Quinn, Representative Mark Lepak and OU Regent Phil Albert in Claremore to discuss higher education issues.
- Met with University Hospitals Authority and Trust CEO Dean Gandy in Oklahoma City to discuss higher education issues.
- Participated in conference call with Secretary of Education and Workforce Development Natalie Shirley to discuss higher education issues.
- Attended Jim Thorpe Leadership Luncheon in Oklahoma City.
- Attended Oklahoma Hall of Fame Board of Directors meeting in Oklahoma City.
- Participated in conference call with Dr. Brit Kirwan, Chancellor Emeritus of the University System of Maryland, to discuss higher education issues.
- Attended State Fair Chairman’s Event in Oklahoma City at the State Fairgrounds.
- Participated in conference call with Southern Regional Education Board (SREB) Senior Vice President Gene Bottoms to discuss higher education issues.
- Attended and chaired Oklahoma EPSCoR Advisory Committee meeting in Oklahoma City.
- Attended Oklahoma State University’s Distinguished Alumni Award reception in Stillwater.
- Met with Assistant Attorney General Doug Allen in Oklahoma City to discuss higher education issues.
- Attended and chaired STEM Summit Planning Committee meeting in Oklahoma City.
- Participated in conference call with Regional University System of Oklahoma (RUSO) Regent Connie Reilly to discuss higher education issues.
- Met with Senator Jason Smalley in Oklahoma City to discuss higher education issues.
- Attended Southeastern Oklahoma State University (SEOSU) Homecoming in Durant.
- Attended University of Oklahoma College of Law Board of Visitors meeting in Norman and met with first year law school mentees.
- Met with Dr. Donna J. Nelson, President of the American Chemical Society, in Oklahoma City to discuss higher education issues.
- Attended Oklahoma Educational Television Authority (OETA) Board of Directors meeting in Oklahoma City.
- Participated in conference call with Tulsa Community College (TCC) President Leigh Goodson to discuss higher education issues.
- Attended dinner honoring Oklahoma Supreme Court Justice Steven Taylor in Oklahoma City.
- Attended Carl and Carolyn Renfro Endowed Lectureship program featuring the Texas Tenors at Northern Oklahoma College in Tonkawa.
- Attended Congress to Campus dinner featuring former Congressman Mickey Edwards and former Congressman Glenn English at Southwestern Oklahoma State University (SWOSU) in Weatherford.
- Met with Representative John Michael Montgomery and Representative Todd Thomsen in Oklahoma City to discuss higher education issues.
- Attended State Higher Education Executive Officers Association (SHEEO) Adult Promise grant meeting at the State Regents offices in Oklahoma City.
- Attended grand opening of GE Global Research Center in Oklahoma City.
AGENDA ITEM #6:

GEAR UP.

Oral Presentation
AGENDA ITEM #7:

Students.

Oral Presentation
AGENDA ITEM #8-a:

New Programs.

SUBJECT: University of Oklahoma. Approval to offer the Certificate in Global Engagement.

RECOMMENDATION:

It is recommended that the State Regents approve the University of Oklahoma’s request to offer the Certificate in Global Engagement, with the stipulation that continuation of the program will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

- Certificate in Global Engagement. The graduate certificate is in embedded within the Bachelor of Arts in International and Area Studies in International and Area Studies (018) and will be included in the regular 5-year program review.

BACKGROUND:

Academic Plan

The University of Oklahoma’s (OU) 2015-2016 Academic Plan lists the following institutional priorities and new funding initiatives:

- In June 2015, the offices of Admissions and Recruitment were combined, which will streamline services and better allow us to assist prospective and admitted students.
- This spring and summer there was substantial outreach to students to encourage them to enroll in classes earlier. We had many fewer late enrollees this year as compared to previous years.
- We have instituted new deadlines for the Fall 16 academic year. The deadlines of December 15 for scholarships, and the February 1 freshman application deadline will allow students to be informed of their admission decision sooner. They will also be able to begin the enrollment process earlier which will allow the advisors to identify needed resources.
- Efforts continue to track the needs of all populations, including Oklahoma residents, non-residents, and international students and applicants.
- Continue our aggressive recruitment of large freshmen classes and improve the processing of graduate student applicants for admission. We are in our third year of using the Common Application for undergraduates and in the third year of using the College-Net software for processing applications for graduate students.
- Continue an intense focus on undergraduate retention and graduate rates by 1) utilizing data from holistic admissions to provide early invention/mentoring/tutoring for students whose profiles suggest they will profit from aggressive intervention, 2) increase the coordination of undergraduate academic advising across campus, and 3) enhance course offerings during summer session. Additionally, we will continue to work to get undergraduate students taking
30 or more hours per year via the flat rate tuition policy to get them on a 4/5 year timeline to degree completion.

**APRA Implementation**

In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, the University of Oklahoma (OU) has taken the following program actions in response to APRA:

<table>
<thead>
<tr>
<th>Action</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree and/or certificate programs deleted</td>
<td>88</td>
</tr>
<tr>
<td>Degree and/or certificate programs added</td>
<td>100</td>
</tr>
</tbody>
</table>

**Program Review**

OU offers 290 degree and/or certificate programs as follows:

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificates</td>
<td>28</td>
</tr>
<tr>
<td>Associate in Arts or Science Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Associate in Applied Science Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Baccalaureate Degrees</td>
<td>119</td>
</tr>
<tr>
<td>Master’s Degrees</td>
<td>89</td>
</tr>
<tr>
<td>Doctoral Degrees</td>
<td>54</td>
</tr>
<tr>
<td>First Professional Degree</td>
<td>0</td>
</tr>
</tbody>
</table>

All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with OU’s program review schedule as appropriate. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents’ policy.

**Program Development Process**

OU’s faculty developed the proposal, which was reviewed and approved by institutional officials. OU’s governing board approved delivery of the Certificate in Global Engagement at their June 21, 2016 meeting. OU requests authorization to offer this program as outlined below.

**POLICY ISSUES:**

This action is consistent with the Academic Program Approval policy.

**ANALYSIS:**

**Certificate in Global Engagement**

**Program purpose.** The proposed graduate certificate is designed to enhance students’ knowledge of the global community, including international affairs and modern global issues.
Program rationale and employment opportunities. OU’s Global Engagement Fellowship Program, on which the program was based, currently has 150 students. These students have expressed interest in the opportunity to gain a transcripted certificate for their work. In the most recent year, more than 400 students applied for the 50 available openings in the fellowship, indicating a wide campus interest. The proposed certificate will provide students with significant employment and graduate school benefits. According to a 2012 study, 97 percent of study abroad alumni secured a job within one year of graduation, compared to 49 percent without a study abroad experience. Additionally, 90 percent of study abroad alumni were accepted into their first or second choice for graduate or professional school. Furthermore, the QS Global Employer Survey Report found that more than half of U.S. employers actively seek or attribute value to an international study experience when recruiting. OU is confident students completing the proposed certificate will benefit from the curriculum.

Student demand. The proposed graduate certificate program is expected to fulfill student demand within the Bachelor of Arts in International and Area Studies in International and Area Studies (018) program.

Duplication and impact on existing programs. There are no Certificate in Global Engagement programs offered in Oklahoma. A system wide letter of intent was communicated via email on May 24, 2016. None of the State System institutions notified State Regents’ staff of a protest to the proposed certificate program. Approval will not constitute unnecessary duplication.

Curriculum. The proposed graduate certificate program will consist of 18 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>18</td>
</tr>
<tr>
<td>Total</td>
<td>18</td>
</tr>
</tbody>
</table>

Faculty and staff. Existing faculty will teach the proposed program.

Financing and program resource requirements. The proposed graduate certificate program is an embedded certificate within the Bachelor of Arts in International and Area Studies in International and Area Studies (018) program. Program resource requirements are supported through the main program and the certificate will be offered on a self-supporting basis. Current tuition and fee structure will be sufficient to adequately fund the certificate. No additional funding is requested from the State Regents to support the certificate.

Attachment
<table>
<thead>
<tr>
<th>Certificate Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>18</td>
</tr>
<tr>
<td>One foreign language at the 2223 level or above</td>
<td>3</td>
</tr>
<tr>
<td>(students who have already obtained this level of</td>
<td></td>
</tr>
<tr>
<td>proficiency may substitute additional approved IAS or</td>
<td></td>
</tr>
<tr>
<td>study abroad coursework)</td>
<td></td>
</tr>
<tr>
<td>IAS 2003</td>
<td>3</td>
</tr>
<tr>
<td>Understanding the Global Community</td>
<td></td>
</tr>
<tr>
<td>Study Aboard or International Internship</td>
<td>6-9</td>
</tr>
<tr>
<td>IAS 3910</td>
<td>3-6</td>
</tr>
<tr>
<td>International Internship</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>18</td>
</tr>
</tbody>
</table>
AGENDA ITEM #8-b:

New Programs.

SUBJECT: University of Oklahoma College of Law. Approval to offer the Master of Legal Studies in Indigenous Peoples Law.

RECOMMENDATION:

It is recommended that the State Regents approve the University of Oklahoma College of Law’s request to offer the Master of Legal Studies in Indigenous Peoples Law, via traditional and online delivery, with the stipulation that continuation of the program will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

- **Master of Legal Studies in Indigenous Peoples Law.** Continuation beyond Fall 2019 will depend upon meeting the following criteria:
  - Majors enrolled: a minimum of 26 students in Fall 2018; and

BACKGROUND:

Academic Plan

The University of Oklahoma’s (OU) 2015-2016 Academic Plan lists the following institutional priorities and new funding initiatives:

- In June 2015, the offices of Admissions and Recruitment were combined, which will streamline services and better allow us to assist prospective and admitted students.
- This spring and summer there was substantial outreach to students to encourage them to enroll in classes earlier. We had many fewer late enrollees this year as compared to previous years.
- We have instituted new deadlines for the Fall 16 academic year. The deadlines of December 15 for scholarships, and the February 1 freshman application deadline will allow students to be informed of their admission decision sooner. They will also be able to begin the enrollment process earlier which will allow the advisors to identify needed resources.
- Efforts continue to track the needs of all populations, including Oklahoma residents, non-residents, and international students and applicants.
- Continue our aggressive recruitment of large freshmen classes and improve the processing of graduate student applicants for admission. We are in our third year of using the Common Application for undergraduates and in the third year of using the College-Net software for processing applications for graduate students.
- Continue an intense focus on undergraduate retention and graduate rates by 1) utilizing data from holistic admissions to provide early invention/mentoring/tutoring for students whose
profiles suggest they will profit from aggressive intervention, 2) increase the coordination of undergraduate academic advising across campus, and 3) enhance course offerings during summer session. Additionally, we will continue to work to get undergraduate students taking 30 or more hours per year via the flat rate tuition policy to get them on a 4/5 year timeline to degree completion.

APRA Implementation
In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, the OU College of Law (OU-Law) has taken the following program actions in response to APRA:

<table>
<thead>
<tr>
<th>Action</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree and/or certificate programs deleted</td>
<td>0</td>
</tr>
<tr>
<td>Degree and/or certificate programs added</td>
<td>10</td>
</tr>
</tbody>
</table>

Program Review
OU-Law offers 11 degree and/or certificate programs as follows:

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificates</td>
<td>7</td>
</tr>
<tr>
<td>Associate in Arts or Science Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Associate in Applied Science Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Baccalaureate Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Master’s Degrees</td>
<td>3</td>
</tr>
<tr>
<td>Doctoral Degrees</td>
<td>0</td>
</tr>
<tr>
<td>First Professional Degree</td>
<td>1</td>
</tr>
</tbody>
</table>

All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with OU’s program review schedule as appropriate. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents’ policy.

Program Development Process
OU-Law’s faculty developed the proposal, which was reviewed and approved by institutional officials. OU’s governing board approved delivery of the Master of Legal Studies in Indigenous Peoples Law at their December 1, 2015 meeting. OU-Law requests authorization to offer this program as outlined below.

OU is currently approved to offer the following degree programs through online delivery:

- Bachelor of Arts for Information Studies (343);
- Bachelor of Science in Criminal Justice (365);
- Bachelor of Arts in Liberal Studies (231);
- Bachelor of Arts in World Cultural Studies (390);
- Master of Arts in Liberal Studies (232);
- Master of Science in Knowledge Management (347);
- Bachelor of Arts in Administrative Leadership (375);
Master of Arts in Administrative Leadership (373);
Master in Prevention Science (374);
Certificate in Human Resource Diversity and Development (340);
Master of Science in Construction Administration in Construction Administration (243);
Master of Science in Criminal Justice (391)
Master of Legal Studies in Legal Studies (149)
Bachelor of Arts in Lifespan Care Administration in Lifecare Administration (394);
Graduate Certificate in Applications of Educational Research and Evaluation (400);
Graduate Certificate in Natural Gas Technology (401);
Master of Science in Natural Gas Engineering and Management in Natural Gas Engineering and Management (344);
Master of Arts in Global Affairs (404);
Master of Education in Education Administration (050);
Master of Education in Special Education (219) Master of Science in Civil Engineering (038);
Master of Environmental Science (076); and
Master of Library and Information Studies (151).

OU-Law requests authorization to offer this program as outlined below.

POLICY ISSUES:

This action is consistent with the Academic Program Approval and Electronic Delivery and Traditional Off-Campus Courses and Programs policies.

ANALYSIS:

Master of Legal Studies in Indigenous Peoples Law

Program purpose. The proposed program will provide the knowledge and skills needed to work with contracts, negotiations, or any other issue requiring knowledge of Native American governance issues, policy, regulation, or business practice.

Program rationale and background. OU-Law currently offers a Master of Legal Studies (MLS) in Legal Studies (149); however, the content is general in nature and has no focused course of study. Following a comprehensive program review conducted by an outside consultant, reviewers determined that an MLS degree would be more useful for students and their careers if it were focused on the two areas of expertise in which OU-Law is recognized, energy law and indigenous peoples law. This recommendation could not be achieved within the current MLS program as the two focus areas do not share enough common courses to request options. Therefore, OU-Law proceeded to develop two new MLS degrees with specialized content. The MLS in Oil, Gas, and Energy Law (157) was approved at the April 21, 2016 State Regents’ meeting. The proposed program will also leverage the same courses as the Graduate Certificate in Indigenous Peoples Law (156), which was approved at the March 3, 2016 State Regents’ meeting and completes the objective of providing students with an MLS program focusing on indigenous peoples law.

Employment opportunities. Many students pursuing the proposed program are already employed and work in businesses that are either owned by or conduct business with tribal corporations. According to OU-Law, potential students for the proposed program include lawyers who seek to improve their knowledge and skills in international law relating to native peoples or other individuals whose work directly relates to Native American governance. Employees earning the proposed MLS degree will gain
more training and knowledge of tribes, tribal corporations, or other entities working with native peoples to better serve their employer and clientele. Additionally, many governments and non-governmental agencies work with issues relating to indigenous peoples outside of the United States and need lawyers who understand the American and international laws related to these issues.

**Student demand.** The proposed program is expected to meet the enrollment and graduation standards by the established deadline prior to final approval by the State Regents as shown in the following table.

<table>
<thead>
<tr>
<th>Productivity Category</th>
<th>Criteria</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Enrollment of majors in the program</td>
<td>26</td>
<td>Fall 2018</td>
</tr>
<tr>
<td>Minimum Graduates from the program</td>
<td>12</td>
<td>2018-2019</td>
</tr>
</tbody>
</table>

**Duplication and impact on existing programs.** There are no Master of Legal Studies in Indigenous Peoples Law programs offered in Oklahoma. A system wide letter of intent was communicated by email on March 17, 2016. None of the State System institutions notified State Regents’ staff of a protest to the proposed program. Approval will not constitute unnecessary duplication.

**Curriculum.** The proposed program will consist of 33 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>33</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>

**Faculty and staff.** Existing faculty will teach the proposed program.

**Delivery method and support services.** OU will utilize the Desire2Learn learning management system. OU will meet academic standards outlined in policy to ensure the quality of the degree program, which include faculty training, student services, and other support services including library, facilities, and computing equipment containing a variety of software suites. The library, facilities, and equipment are adequate for this program.

**Financing.** The proposed program will be offered on a self-supporting basis and the current tuition and fee structure will be sufficient to adequately fund the program. No additional funding is requested from the State Regents to support the program.

**Program resource requirements.** Program resource requirements for the Master of Legal Studies in Indigenous Peoples Law are shown in the following table.

<table>
<thead>
<tr>
<th>A. Funding Sources</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Resources Available from Federal Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total Resources Available from Other Non-State Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Existing State Resources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>
### A. Funding Sources

<table>
<thead>
<tr>
<th>State Resources Available through Internal Allocation and Reallocation</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Funding Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>

**Student Tuition**

- 1st Year: $202,574
- 2nd Year: $314,911
- 3rd Year: $314,911
- 4th Year: $314,911
- 5th Year: $314,911

*Narrative/Explanation: Estimated student tuition is based on an enrollment of 14 students in year 1 and 26 students in years 2 through 5.*

**TOTAL**

- 1st Year: $202,574
- 2nd Year: $314,911
- 3rd Year: $314,911
- 4th Year: $314,911
- 5th Year: $314,911

### B. Breakdown of Budget Expenses/Requirements

<table>
<thead>
<tr>
<th>Year of Program</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative/Other Professional Staff</td>
<td>$20,000</td>
<td>$20,000</td>
<td>$20,000</td>
<td>$20,000</td>
<td>$20,000</td>
</tr>
<tr>
<td>Faculty</td>
<td>$32,000</td>
<td>$90,667</td>
<td>$90,667</td>
<td>$90,667</td>
<td>$90,667</td>
</tr>
<tr>
<td>Graduate Assistants</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Student Employees</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment and Instructional Materials</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Library</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$91,158</td>
<td>$141,710</td>
<td>$141,710</td>
<td>$141,710</td>
<td>$141,710</td>
</tr>
<tr>
<td>Other Support Services</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Commodities</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Printing</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Travel</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Awards and Grants</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$143,158</td>
<td>$252,377</td>
<td>$252,377</td>
<td>$252,377</td>
<td>$252,377</td>
</tr>
</tbody>
</table>

*Attachment*
# UNIVERSITY OF OKLAHOMA COLLEGE OF LAW
## MASTER OF LEGAL STUDIES IN INDIGENOUS PEOPLES LAW

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Courses</strong></td>
<td><strong>33</strong></td>
</tr>
<tr>
<td>LAW 5911 Introduction to the American Legal System</td>
<td>1</td>
</tr>
<tr>
<td>LAW 5933 History of Federal Indian Law and Policy</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5603 Native American Resources</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5613 Criminal Jurisdiction in Indian Country</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5623 Religion, Culture and Indian Law</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5643 International Indigenous Peoples Law</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5653 Civil Regulatory Law in Indian Country</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5663 Federal Indian Water Law</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5101 Legal Research</td>
<td>1</td>
</tr>
<tr>
<td>LAW 5673 Indian Gaming Laws and Regulations</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5683 Tribal Economic Development</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5693 Indian Child Welfare Law</td>
<td>3</td>
</tr>
<tr>
<td>LAW 5981 Capstone Writing Project</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>33</strong></td>
</tr>
</tbody>
</table>
AGENDA ITEM #8-c:

New Programs.

SUBJECT: Oklahoma State University. Approval to offer the Graduate Certificate in Human Resource Management and the Graduate Certificate in Developmental Disabilities.

RECOMMENDATION:

It is recommended that the State Regents approve Oklahoma State University’s requests to offer, via traditional and online delivery, the Graduate Certificate in Human Resource Management and the Graduate Certificate in Developmental Disabilities, with the stipulation that continuation of the programs will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

- **Graduate Certificate in Human Resource Management.** Continuation beyond Fall 2021 will depend upon meeting the following criteria:
  - Majors enrolled: a minimum of 6 students in Fall 2020; and
  - Graduates: a minimum of 3 students in 2020-2021.

- **Graduate Certificate in Developmental Disabilities.** This program is embedded within the Master of Science in Human Development and Family Sciences (095) program and will be included in the regular 5-year program review due in 2019.

BACKGROUND:

Academic Plan

Oklahoma State University’s (OSU) 2015-2016 Academic Plan lists the following institutional priorities and new funding initiatives:

New academic programs that are in various stages of consideration, development, or approval for the colleges include:

- **College of Arts & Sciences**
  - BA in Music Theatre offered through the Theatre Department
  - BA in Music Industry offered through the Music Department

- **College of Agriculture and Natural Resources**
  - AGED-MCAG option to meet the technical agriculture needs of school-based agriculture teachers
  - General Agriculture degree to create a more flexible path to degree completion
  - 3+2 Program between the Animal Science Department and UPAEP and as part of an already existing blanket agreement at the university level
Undergraduate Swine Science Online program as part of the AG*IDEA consortium for students (undergraduate and graduate) interested in a career in the Swine Industry.

Renegotiation of existing joint program with China Agricultural University to potentially include 2+2, 3+1, and 1+3 degree options.

Graduate and/or undergraduate certificate and/or degree in Animal Science in swine science and other specialty areas to be determined as part of the AG*IDEA consortium.

Add MS AGED, non-thesis option.

Professional M.S. program in BIMB.

Graduate certificates in Plant Virology and MIAP (Agro tourism, Sustainability, Education and Extension Outreach, Agricultural Disaster Planning and Management, Food and Water Security).

Graduate certificates in Horticulture including turfgrass management, turfgrass science, and extraction systems development, which could be interdisciplinary with the graduate Food Science program.

- College of Engineering, Architecture, and Technology
  - Minor in Architecture and Entrepreneurship
  - Two new options within the Architectural Engineering Curriculum: 1) Mechanical, Electrical, and Plumbing and 2) Construction and Project Management
  - PhD degree in Petroleum Engineering offered by the School of Chemical Engineering, once the MS is formally approved by OSHRE.

- College of Education
  - Bachelor of Science in Nursing through the Health Promotion Program Area, proposed in collaboration with OSU-Oklahoma City
  - An undergraduate degree in applied exercise physiology
  - A Master of Arts in Teaching
  - Certificates with the OCU Law School in Oklahoma City with the Higher Education and Student Affairs (HESA) program in Higher Education Legal Studies and the School Administration program in K-12 School Administration Legal Studies
  - The options for Counseling Psychology and School Psychology doctoral programs are being considered for degree status
  - A Certificate in School Administration
  - A certificate with the OCU Law School in Oklahoma City with the Aviation and Space (AVED) program in security
  - Certificate programs for urban community health and education and for rural community health and education
  - Certificate programs for educators and education researchers in community engagement

- College of Human Sciences
  - The Human Development and Family Science Department will propose:
    - Bachelor of Science degree program in Early Care and Education.
    - Master of Science degree program in Family and Consumer Sciences Education.
    - Graduate Certificate program in Infant Mental Health.
    - Graduate Certificate program in Human Services Program Implementation and Evaluation.
  - The School of Hotel and Restaurant Administration will propose:
    - Graduate Certificate in Hospitality Revenue Management
    - PhD in Hospitality Administration
    - Graduate Certificate program in Intellectual and Developmental Disabilities
Spears School of Business

- PhD in Strategic Leadership
- DBA for Executives
- MS in Business Analytics
- MS in Health Informatics or an MS in Health Analytics (in conjunction with the Center for Health Sciences and the Center for Health Systems Innovation)
- Rebranding of the MS in Telecommunications Management to an MS in Information Assurance
- Data Science option in the MS-MIS program
- Graduate Certificate in Energy Business
- Graduate Certificate in Human Resource Management
- Business Communication option for Management majors
- Options in the BS-Marketing program for special events marketing and for marketing for the common good (may be renamed)
- Availability of B.S. in Marketing in entirely online format
- Revision of the Business core curriculum

APRA Implementation

In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, OSU has taken the following program actions in response to APRA:

<table>
<thead>
<tr>
<th>Action</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree and/or certificate programs deleted</td>
<td>31</td>
</tr>
<tr>
<td>Degree and/or certificate programs added</td>
<td>97</td>
</tr>
</tbody>
</table>

Program Review

OSU offers 238 degree and/or certificate programs as follows:

<table>
<thead>
<tr>
<th>Type</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificates</td>
<td>28</td>
</tr>
<tr>
<td>Associate in Arts or Science Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Associate in Applied Science Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Baccalaureate Degrees</td>
<td>88</td>
</tr>
<tr>
<td>Master’s Degrees</td>
<td>76</td>
</tr>
<tr>
<td>Doctoral Degrees</td>
<td>46</td>
</tr>
<tr>
<td>First Professional Degrees</td>
<td>0</td>
</tr>
</tbody>
</table>

All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with OSU’s program review schedule as appropriate. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents’ policy.

Program Development Process
OSU’s faculty developed the proposals, which were reviewed and approved by institutional officials. OSU’s governing board approved delivery of the Graduate Certificate in Human Resource Management and the Graduate Certificate in Developmental Disabilities at their June 17, 2016 meeting.

OSU is currently approved to offer the following degree programs through online delivery:

- Certificate in Public Health (499);
- Certificate in Sustainable Business Management (508);
- Bachelor of Science in Nursing in Nursing (515);
- Bachelor of Science in Business Administration in Marketing (451);
- Bachelor of Science in Electrical Engineering Technology (077);
- Graduate Certificate in Biobased Products and Bioenergy (484);
- Graduate Certificate in Business Data Mining (464);
- Graduate Certificate in Business Sustainability (490);
- Graduate Certificate in Entrepreneurship (492);
- Graduate Certificate in Family Financial Planning (441);
- Graduate Certificate in Grassland Management (488);
- Graduate Certificate in Marketing Analytics (494);
- Graduate Certificate in Non-Profit Management (491);
- Graduate Certificate in Infant Mental Health (516);
- Master of Business Administration (035);
- Master of General Agriculture (302);
- Master of Public Health in Public Health (500);
- Master of Science in Agriculture Education (008);
- Master of Science in Applied Statistics (507);
- Master of Science in Biosystems Engineering (011);
- Master of Science in Business Analytics (505);
- Master of Science in Chemical Engineering (042);
- Master of Science in Computer Science (053);
- Master of Science in Electrical Engineering (072);
- Master of Science in Engineering and Technology Management (411);
- Master of Science in Entrepreneurship (474);
- Master of Science in Fire and Emergency Management Administration (414);
- Master of Science in Human Environmental Science (427);
- Master of Science in Industrial Engineering and Management (135);
- Master of Science in Management Information Systems (412);
- Master of Science in Mechanical and Aerospace Engineering (145); and
- Master of Science in Telecommunications Management (403).

OSU requests authorization to offer these programs as outlined below.

**POLICY ISSUES:**

These actions are consistent with the Academic Program Approval and Distance Education and Traditional Off-Campus Courses and Programs policies.

**ANALYSIS:**

Graduate Certificate in Human Resource Management
**Program purpose.** The proposed program is designed to highlight current management practices used in business that can be applied to human resources.

**Program rationale and background.** Currently there is no comparative human resource management (HRM) program in Oklahoma and students inquiring about an accredited HRM program are referred to programs at Texas A&M or Louisiana State University. For individuals already employed in Oklahoma in their chosen career, an out-of-state program is not a viable option. The proposed graduate certificate is aligned with professional certification and is designed for early and mid-career professionals seeking to enhance their skills in the workplace. The program will be offered through both traditional and online methods of delivery to meet the changing needs of working adults. Upon completion of the program, students will earn an academic certificate, as well as a professional certification via the Society for Human Resource Managers or the HR Certification Institute.

**Employment opportunities.** According to the Oklahoma Employment Security Commission, careers for Human Resource Managers are expected to increase approximately 11 percent through 2024. Data from Payscale.com revealed that individuals holding a certification in HRM were promoted at a higher percentage and are represented at a higher percentage in upper management than those without professional certification. OSU is confident that graduates of the proposed program will be more marketable in obtaining employment or a promotion.

**Student demand.** The proposed program is expected to meet the enrollment and graduate standards by the established deadline prior to final approval by the State Regents as shown in the following table.

<table>
<thead>
<tr>
<th>Productivity Category</th>
<th>Criteria</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Enrollment of majors in the program</td>
<td>6</td>
<td>Fall 2020</td>
</tr>
<tr>
<td>Minimum Graduates from the program</td>
<td>3</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>

**Duplication and impact on existing programs.** There are no Graduate Certificate in Human Resource Management programs offered in Oklahoma. A system wide letter of intent was communicated by email on May 4, 2016. The University of Oklahoma (OU) requested a copy of the proposal, which was sent June 27, 2016. Neither OU nor any other State System institutions notified State Regents’ staff of a protest to the proposed program. Approval will not constitute unnecessary duplication.

**Curriculum.** The proposed Graduate Certificate in Human Resource Management program will consist of 15 total credit hours as shown in the following table. Three new courses will be added and the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>15</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>

**Faculty and staff.** Existing faculty will teach the proposed program.

**Delivery method and support services.** OSU will use Desire 2 Learn (D2L) as its learning management system to offer synchronous and asynchronous program and course instruction. D2L allows the student to log on to a secure web-browser to gain access to course syllabi, documents, assignments, tests, and
other course and program related material. The library, facilities, and equipment are adequate for this degree program.

**Financing.** The proposed program will be offered on a self-supporting basis and the current tuition and fee structure will be sufficient to adequately fund the program. No additional funding is requested from the State Regents to support the program.

**Program resource requirements.** Program resource requirements for the Graduate Certificate in Human Resource Management are shown in the following table.

<table>
<thead>
<tr>
<th>A. Funding Sources</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Resources Available from Federal Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total Resources Available from Other Non-State Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Existing State Resources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>State Resources Available through Internal Allocation and Reallocation</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Student Tuition</td>
<td>$18,371</td>
<td>$30,619</td>
<td>$30,619</td>
<td>$36,743</td>
<td>$36,743</td>
</tr>
</tbody>
</table>

**Narrative/Explanation:** Tuition calculation is based on tuition and fees of $408.25 per credit hour for in-state students and $998.00 per credit hour for out-of-state students. OSU estimates student enrollment of 3, 5, 5, 6, and 6 students in years 1 through 5. OSU anticipates students completing 15 credit hours per academic year.

**TOTAL**

<table>
<thead>
<tr>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>$18,371</td>
<td>$30,619</td>
<td>$30,619</td>
<td>$36,743</td>
<td>$36,743</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>B. Breakdown of Budget Expenses/Requirements</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative/Other Professional Staff</td>
<td>$1,000</td>
<td>$1,000</td>
<td>$1,000</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

**Narrative/Explanation:** The amounts above reflect compensation associated with administrative assistance with classroom materials.

| Faculty                                                 | $16,746  | $28,644  | $28,644  | $34,593  | $34,593  |

**Narrative/Explanation:** Courses will be taught by current faculty. The amounts above reflect a portion of faculty salary needed to teach students pursuing the proposed program.

| Graduate Assistants                                     | $0       | $0       | $0       | $0       | $0       |
| Student Employees                                       | $0       | $0       | $0       | $0       | $0       |
| Equipment and Instructional Materials                   | $0       | $0       | $0       | $0       | $0       |
| Library                                                 | $0       | $0       | $0       | $0       | $0       |
| Contractual Services                                    | $0       | $0       | $0       | $0       | $0       |
| Other Support Services                                  | $0       | $0       | $0       | $0       | $0       |
| Commodities                                             | $0       | $0       | $0       | $0       | $0       |
| Printing                                                | $100     | $100     | $100     | $100     | $100     |
Narrative/Explanation: The funds above will be used for printing promotional materials.

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telecommunications</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Travel</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Awards and Grants</td>
<td>$525</td>
<td>$875</td>
<td>$875</td>
<td>$1050</td>
<td>$1050</td>
</tr>
</tbody>
</table>

Narrative/Explanation: The amounts above will be used to fund partial scholarships at the completion of the certificate for professional certification testing.

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL</td>
<td>$18,371</td>
<td>$30,619</td>
<td>$30,619</td>
<td>$36,743</td>
<td>$36,743</td>
</tr>
</tbody>
</table>

**Graduate Certificate in Developmental Disabilities**

**Program purpose.** The proposed program will prepare students for careers working with individuals with developmental disabilities and their families.

**Program rationale and employment opportunities.** The proposed program was developed in partnership between the Human Development and Family Science department and the Oklahoma Department of Human Services – Developmental Disabilities Services to better meet their needs for qualified employees. Additionally, other employers in various agencies have stressed the need for more professionals across Oklahoma that have a stronger knowledge base in Intellectual Developmental Disabilities research. Students completing the proposed program will likely be employed within the field in a variety of settings, including state agencies, private organizations, and non-profit agencies; but need additional knowledge and training to better serve their clientele.

**Student demand.** The proposed program is expected to fulfill student demand within the Master of Science in Human Development and Family Sciences (095) program.

**Duplication and impact on existing programs.** There are no Graduate Certificate in Developmental Disabilities programs offered in Oklahoma. A system wide letter of intent was communicated by email on May 21, 2016. The University of Oklahoma (OU) requested a copy of the proposal, which was sent July 19, 2016. Neither OU nor any other State System institutions notified State Regents’ staff of a protest to the proposed program. Approval will not constitute unnecessary duplication.

**Curriculum.** The proposed Graduate Certificate in Developmental Disabilities program will consist of 12 total credit hours as shown in the following table. One new course will be added and the curriculum is detailed in the attachment (Attachment B).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**Faculty and staff.** Existing faculty will teach the proposed program.

**Delivery method and support services.** OSU will use Desire 2 Learn (D2L) as its learning management system to offer synchronous and asynchronous program and course instruction. D2L allows the student to log on to a secure web-browser to gain access to course syllabi, documents, assignments, tests, and other course and program related material. The library, facilities, and equipment are adequate for this degree program.
Financing and program resource requirements. The proposed program is an embedded certificate within the Master of Science in Human Development and Family Sciences (095) program. Program resource requirements are supported through the main program and the certificate will be offered on a self-supporting basis. Current tuition and fee structure will be sufficient to adequately fund the certificate. No additional funding is requested from the State Regents to support the certificate.

Attachments
# OKLAHOMA STATE UNIVERSITY
## GRADUATE CERTIFICATE IN HUMAN RESOURCE MANAGEMENT

### Graduate Certificate Requirements

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>*MGMT 5133 Total Rewards</td>
<td>3</td>
</tr>
<tr>
<td>MGMT 5153 Talent Acquisition</td>
<td>3</td>
</tr>
<tr>
<td>*MGMT 5523 Human Resource Analytics</td>
<td>3</td>
</tr>
<tr>
<td>*MGMT 5823 Talent Development</td>
<td>3</td>
</tr>
<tr>
<td>LSB 5423 Employment Law</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>15</strong></td>
</tr>
</tbody>
</table>
## OKLAHOMA STATE UNIVERSITY
GRADUATE CERTIFICATE IN DEVELOPMENTAL DISABILITIES

<table>
<thead>
<tr>
<th>Graduate Certificate Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Required Courses</strong></td>
<td><strong>12</strong></td>
</tr>
<tr>
<td>HDFS 5283 Developmental Disabilities</td>
<td>3</td>
</tr>
<tr>
<td>HDFS 5623 Systems Theory and Applications to the Family</td>
<td>3</td>
</tr>
<tr>
<td>HDFS 5653 Systemic Approaches to Psychopathology and Psychopharmacology</td>
<td>3</td>
</tr>
<tr>
<td><em>HDFS 5193 Reflective Practice</em></td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

*Denotes new course
AGENDA ITEM #8-d:

New Programs.

SUBJECT: Rogers State University. Approval to offer the Bachelor of Arts in History.

RECOMMENDATION:

It is recommended that the State Regents approve Rogers State University’s request to offer the Bachelor of Arts in History, with options in American History and General History, with the stipulation that continuation of the program will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

- Bachelor of Arts in History. Continuation beyond Fall 2021 will depend upon meeting the following criteria:
  - Majors enrolled: a minimum of 18 students in Fall 2020; and
  - Graduates: a minimum of 6 students in 2020-2021.

BACKGROUND:

Academic Plan

Rogers State University’s (RSU) 2015-2016 Academic Plan lists the following institutional priorities and new funding initiatives:

RSU Strategic Goal #1: Advance Academic Excellence

- Review the University’s mission, core values, vision, and priorities in conjunction with the 2016-2020 strategic planning process, incorporating standards set forth by Quality Matters initiative
- Strengthen social justice and diversity programs and services offered across the curriculum through service learning and capstone experiences
- Continuously improve the quality of learning across the curriculum using Quality Matters principles
- Strengthen general education core curriculum through faculty General Education Committee-led forum and discussion groups
- Evaluate appropriateness for mandatory freshman Orientation course
- Inspire student learning and development through the incorporation of technology in teaching through RSU Faculty Professional Development initiative
- Revamp student pre-semester orientation program (Hillcamp) to increase participation and help ensure all students are prepared for their college careers
- Evaluate current curriculum using productivity reports to include enrollment, retention rate, number of graduates, grade point averages, semester credit hours enrolled, etc. Based on that evaluation, the university will revise, develop and expand curriculum to meet needs of students, community and regional employers
• Increase graduation rate to close the gap with regional peers through high-touch academic and financial aid advisement
• Review and update University Assessment Plan
• Continue to meet Complete College America goals and objectives
• Review, develop, implement and assess RSU’s strategic plan for short-term, intermediate-term, and long-term periods

RSU Strategic Goal #2: Strengthen Enrollment Management
• Increase overall academic year enrollment by 1% for 2015-16 (Fall, Spring, Summer) when compared with the same period in 2014-15
• Increase fall-to-fall retention by 1% for fall 2015
• Develop a value-added approach to student advising through advisor and staff professional development opportunities
• Sponsor 3rd Annual Student Leadership Conference in collaboration with the Tulsa area Higher Education Forum
• Explore partnerships with educational partners, including the University Center at Ponca City and other agencies
• Continue NCAA Division II transition, including the third and final year of candidacy requirements
• Explore viability for implementing tennis, volleyball, or selected club sports to attract additional students and student-athletes

RSU Strategic Goal #3: Increase Diversity
• Expand international student population and programs via targeted recruiting efforts
• Launch fraternity life on campus while continuing to enhance sorority life. This will include initiating a Fraternity and Sorority Standards Process for campus and implementing special campus housing for fraternities and sororities.
• Continue efforts to engage students outside of the classroom in co-curricular activities
• Strengthen RSU’s online academic accessibility to everyone through membership in the Web Accessibility in Higher Education Project

RSU Strategic Goal #4: Leverage Resources
• Develop university’s strategic plan for 2016-2020 incorporating standards set forth by Quality Matters initiative
• Continue utilizing Budget Advisory Committee (initiated in FY2015) to provide broad input on resource allocation from the campus community
• Upgrade university’s enterprise resource planning (ERP) software to Jenzabar EX from the 1980s-era, DOS-based system that is currently being used and no longer supported by the manufacturer (Estimated project cost $1.2 million, previously approved by the OU Board of Regents)
• Establish an emergency backup site for university computer servers at OU Health Sciences Center ($63,000 initial cost; $33,000 annual cost)
• Reduce university costs through managed printing solutions and virtualized desktops (Cost and savings projections are not yet finalized)
• Continue enhancing university marketing efforts (Estimated cost $100,000)
• The RSU Foundation will seek to increase giving by 30% collectively in the following areas: annual giving, net income from its annual scholarship auction, President’s Leadership Class/Honors Program endowment, alumni giving, major gifts and scholarship endowments.

28
RSU Strategic Goal #5: Enhance Institutional Accountability
- Implement the new Open Pathway Model as a result of HLC’s continuation of RSU’s accreditation. As part of the Open Pathway, the university also will propose and complete a major Quality Initiative focused on institutional innovation and improvement. The Quality Initiative will take place between 2018-19 and 2023-24, with the next comprehensive evaluation taking place in 2024-25.
- Maintain and expand accreditation at institutional and programmatic levels

RSU Strategic Goal #6: Promote Community Engagement
- Expand and develop comprehensive community engagement initiatives designed to increase the amount of student volunteerism in the Rogers County area
- Help students to develop as leaders within campus activities leadership positions
- Sponsor the 47th Annual Rocky Mountain Educational Research Association (RMERA) conference

APRA Implementation
In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, RSU has taken the following program actions in response to APRA:

<table>
<thead>
<tr>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>76 Degree and/or certificate programs deleted</td>
</tr>
<tr>
<td>32 Degree and/or certificate programs added</td>
</tr>
</tbody>
</table>

Program Review
RSU offers 32 degree and/or certificate programs as follows:

<table>
<thead>
<tr>
<th>Degree/Program Type</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificates</td>
<td>0</td>
</tr>
<tr>
<td>Associate of Arts or Sciences Degrees</td>
<td>10</td>
</tr>
<tr>
<td>Associate of Applied Science Degrees</td>
<td>3</td>
</tr>
<tr>
<td>Baccalaureate Degrees</td>
<td>18</td>
</tr>
<tr>
<td>Master’s Degree</td>
<td>1</td>
</tr>
<tr>
<td>Doctoral Degrees</td>
<td>0</td>
</tr>
<tr>
<td>First Professional Degrees</td>
<td>0</td>
</tr>
</tbody>
</table>

All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with RSU’s program review schedule as appropriate. 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
RSU’s faculty developed the proposal, which was reviewed and approved by institutional officials. RSU’s governing board approved delivery of the Bachelor of Arts in History at their June 20, 2016 meeting. RSU requests authorization to offer this program as outlined below.
POLICY ISSUES:

This action is consistent with the Academic Program Approval policy.

ANALYSIS:

Bachelor of Arts in History

Program purpose. The proposed program is designed to prepare students for careers or graduate education in a variety of fields.

Program rationale and background. The proposed program is currently an option under the Bachelor of Science in Social Science (110). However, RSU reports that the discipline has been a poor fit as part of the degree as it did not adequately prepare students for upper-division history courses, nor did the methodology courses contribute to their success. To better support and prepare students for careers and graduate education, RSU developed the proposed program to allow students to acquire a specific knowledge and skill set needed to function in a variety of well-compensated career opportunities.

Employment opportunities. History is a high-demand degree among the Liberal Arts disciplines and provides excellent training for a wide array of occupations, including archival research, public relations, editing, education, foreign service, and law. In 2012, over 35,000 students throughout the U.S. earned History degrees and evidence shows that, as is the case with many Liberal Arts degrees, history majors find employment outside their direct field of study. For example, a significant percentage of history majors find employment in the field of education. According to the Oklahoma Employment Security Commission (OESC), careers for both secondary and postsecondary history teachers are expected to increase approximately 6 percent through 2024. Additionally, OESC data indicate that career growth for other fields in which history majors often find employment are expected to increase as much as 15 percent, depending on the field. RSU is confident students graduating with the proposed degree will be successful in finding employment.

Student demand. The proposed program is expected to meet the enrollment and graduation standards by the established deadline prior to final approval by the State Regents as shown in the following table.

<table>
<thead>
<tr>
<th>Productivity Category</th>
<th>Criteria</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Enrollment of majors in the program</td>
<td>18</td>
<td>Fall 2010</td>
</tr>
<tr>
<td>Minimum Graduates from the program</td>
<td>6</td>
<td>2020-2021</td>
</tr>
</tbody>
</table>

Duplication and impact on existing programs. The proposed program may duplicate the following programs:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Existing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>University of Oklahoma</td>
<td>Bachelor of Arts in History (117)</td>
</tr>
<tr>
<td>Oklahoma State University</td>
<td>Bachelor of Arts in History (120)</td>
</tr>
<tr>
<td>Cameron University</td>
<td>Bachelor of Arts in History (130)</td>
</tr>
<tr>
<td>University of Science and Arts of Oklahoma</td>
<td>Bachelor of Arts in History (011)</td>
</tr>
<tr>
<td>Oklahoma Panhandle State University</td>
<td>Bachelor of Arts in History (011)</td>
</tr>
</tbody>
</table>
A system wide letter of intent was communicated by email August 1, 2016. None of the State System institutions requested a copy of the program or notified the State Regents’ office of a protest. Due to distance between institutions and employment demand, approval will not constitute unnecessary duplication.

Curriculum. The proposed program will consist of 120 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education</td>
<td>41</td>
</tr>
<tr>
<td>Program Core</td>
<td>15</td>
</tr>
<tr>
<td>Major Requirements</td>
<td>27</td>
</tr>
<tr>
<td>Minor</td>
<td>18-24</td>
</tr>
<tr>
<td>General Electives</td>
<td>13-19</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>120</strong></td>
</tr>
</tbody>
</table>

Faculty and staff. Existing faculty will teach the proposed program.

Support services. The library, facilities, and equipment are adequate for this degree program.

Financing. The proposed program will be offered on a self-supporting basis and the current tuition and fee structure will be sufficient to adequately fund the program. No additional funding is requested from the State Regents to support the program.

Program resource requirements. Program resource requirements for the Bachelor of Arts in History are shown in the following tables.

<table>
<thead>
<tr>
<th>A. Funding Sources</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Resources Available from Federal Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Total Resources Available from Other Non-State Sources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Existing State Resources</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>State Resources Available through Internal Allocation and</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>
### A. Funding Sources

<table>
<thead>
<tr>
<th>Year of Program</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reallocation</td>
<td>$29,850</td>
<td>$62,700</td>
<td>$78,840</td>
<td>$103,500</td>
<td>$130,140</td>
</tr>
</tbody>
</table>

**Narrative/Explanation:** Tuition was calculated based on a tuition rate of $199 per credit hour with a small increase each year. RSU anticipates an enrollment of 5, 10, 12, 15, and 18 students in years 1 through 5 with students completing an average of 30 credit hours per academic year.

### B. Breakdown of Budget Expenses/Requirements

<table>
<thead>
<tr>
<th>Year of Program</th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative/Other Professional Staff</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Faculty</td>
<td>$0</td>
<td>$0</td>
<td>$5,250</td>
<td>$5,250</td>
<td>$7,800</td>
</tr>
</tbody>
</table>

**Narrative/Explanation:** No new courses are proposed for the program and existing course rotations will be maintained by current faculty that have supported the former option. However, as majors enrollment increases in the program, additional reliance on adjunct faculty will eventually materialize, though it is a challenge to determine when and at what number that threshold is realized. Instruction by these adjunct faculty will be incorporated into the existing general education offerings for the department. Compensation for Ph.D./Ed.D. faculty is $650/credit hour. Average class sizes in the Liberal Arts general education offerings ranges from 25-30. Considering each major in the proposed program will potentially enroll in two general education courses per semester for program requirements, anticipated growth in the adjunct faculty ranks will likely appear in year three of the program and will be spread across the three campuses. Amounts included here are compensation for three faculty for years three and four (one at each campus), and four adjunct faculty in years five and beyond (two at the Claremore campus and one each at the branch campuses).

| Graduate Assistants | $0 | $0 | $0 | $0 | $0 |
| Student Employees  | $0 | $0 | $0 | $0 | $0 |
| Equipment and Instructional Materials | $0 | $0 | $0 | $0 | $0 |
| Library            | $0 | $0 | $0 | $0 | $0 |
| Contractual Services | $0 | $0 | $0 | $0 | $0 |
| Other Support Services | $0 | $0 | $0 | $0 | $0 |
| Commodities       | $0 | $0 | $0 | $0 | $0 |
| Printing          | $1,500 | $1,500 | $1,500 | $1,750 | $2,000 |

**Narrative/Explanation:** The amounts above will be used for recruitment materials.

| Telecommunications | $0 | $0 | $0 | $0 | $0 |
| Travel            | $0 | $0 | $0 | $0 | $0 |
| Awards and Grants | $0 | $0 | $0 | $0 | $0 |

**TOTAL** | $1,500 | $1,500 | $6,750 | $7,000 | $9,800 |

Attachment
## Program Requirements

<table>
<thead>
<tr>
<th>General Education</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Education</strong></td>
<td>41</td>
</tr>
<tr>
<td>ENGL 1113 Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1213 Composition II</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1113 Speech Communication</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2483 or HIST 4983 American History to 1877</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2483 or HIST 4983 American History from 1877</td>
<td>3</td>
</tr>
<tr>
<td>POLS 1113 American Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2113 or ECON 2123 Principles of Macroeconomics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2113 or ECON 2123 Principles of Microeconomics</td>
<td>3</td>
</tr>
<tr>
<td>PSY 1113 or SOC 1113 Introduction to Psychology</td>
<td>3</td>
</tr>
<tr>
<td>CHEM 1315 or GEOL 1014 or GEOL 1114 or GEOL 1124 or</td>
<td>4</td>
</tr>
<tr>
<td>GEOL 1224 or GEOL 2124 or PHYS 1014 or PHYS 1114</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 1114 or BIOL 1134 or BIOL 1144</td>
<td>4</td>
</tr>
<tr>
<td>MATH 1503 or MATH 1513 or MATH 1613 or MATH 1715 or</td>
<td>3</td>
</tr>
<tr>
<td>MATH 2264 Analytical Geometry and Calculus I</td>
<td>3</td>
</tr>
<tr>
<td>ART/HUM 1113 or COMM/HUM 2413 Art Appreciation</td>
<td>3</td>
</tr>
<tr>
<td>or ENGL 2513 or HUM 2113 or HUM 2223 or HUM 2893 or</td>
<td>6</td>
</tr>
<tr>
<td>MUSC/HUM 2573 Music Appreciation or PHILO 1113</td>
<td>3</td>
</tr>
<tr>
<td>or BIOL 2103 or ECON 3003 or GEOG 2243 or GERM 1113 or</td>
<td>3</td>
</tr>
<tr>
<td>HIST 2013 or World Civilization I</td>
<td>3</td>
</tr>
<tr>
<td>Course Variations</td>
<td>Course Title</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>HIST 2023 or</td>
<td>World Civilization II</td>
</tr>
<tr>
<td>HUM 3633 or</td>
<td>Comparative Religion</td>
</tr>
<tr>
<td>LANG 1113 or</td>
<td>Foundations of World Languages</td>
</tr>
<tr>
<td>NAMS 1143 or</td>
<td>Native Americans of North America</td>
</tr>
<tr>
<td>NAMS 2503</td>
<td>Cherokee I</td>
</tr>
<tr>
<td>Phil 1313 or</td>
<td>Values and Ethics</td>
</tr>
<tr>
<td>POLS 3053 or</td>
<td>International Relations</td>
</tr>
<tr>
<td>SOC 3213 or</td>
<td>Minority Groups</td>
</tr>
<tr>
<td>SPAN 1113</td>
<td>Beginning Spanish I</td>
</tr>
</tbody>
</table>

Elective (select 3 additional hours from the courses listed) 3

**Program Core** 15

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 2123</td>
<td>World Regional Geography</td>
</tr>
<tr>
<td>HIST 3223</td>
<td>Interpreting History</td>
</tr>
<tr>
<td>HIST 3243</td>
<td>Writing and Research for Historians</td>
</tr>
<tr>
<td>HIST 4513</td>
<td>History Capstone</td>
</tr>
<tr>
<td>SBS 4033</td>
<td>Internship I</td>
</tr>
</tbody>
</table>

**Major Requirements** 27

### American History Option

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 3023</td>
<td>The Civil War and Reconstruction</td>
</tr>
<tr>
<td>HIST 3043</td>
<td>Colonial America 1492-1673</td>
</tr>
<tr>
<td>HIST 3063</td>
<td>Oklahoma History</td>
</tr>
<tr>
<td>HIST 3413</td>
<td>The Early Republic 1786-1854</td>
</tr>
<tr>
<td>HIST 3423</td>
<td>The Progressive Era and Gilded Age</td>
</tr>
<tr>
<td>HIST 3433</td>
<td>America and the World 1917-1945</td>
</tr>
</tbody>
</table>

### General History Option

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 2013</td>
<td>World Civilization I</td>
</tr>
<tr>
<td>HIST 2023</td>
<td>World Civilization II</td>
</tr>
<tr>
<td>HIST 2113 or</td>
<td>Western Civilization I</td>
</tr>
<tr>
<td>HIST 2223</td>
<td>Western Civilization II</td>
</tr>
<tr>
<td>HIST 3013</td>
<td>Modern Europe</td>
</tr>
<tr>
<td>HIST 3033</td>
<td>Modern East Asia</td>
</tr>
<tr>
<td>HIST 4413</td>
<td>The Enlightenment</td>
</tr>
</tbody>
</table>

**Minor Requirements** 18-24

Students should select an approved minor from the university catalog.

**General Electives** 13-19

Students should select courses so that the total number of credit hours complete for the degree totals 120.

**Total** 120
AGENDA ITEM #8-e:

New Programs.

SUBJECT: Connors State College. Approval to offer the Associate in Applied Science in Physical Therapist Assistant through a contractual arrangement.

RECOMMENDATION:

It is recommended that the State Regents approve Connors State College’s request to offer the Associate in Applied Science in Physical Therapist Assistant through a contractual arrangement with Indian Capital Technology Center, with the stipulation that continuation of the program will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

Associate in Applied Science in Physical Therapist Assistant. Continuation beyond Fall 2019 will depend upon meeting the following criteria:
- Majors enrolled: a minimum of 17 students in Fall 2018; and

BACKGROUND:

Academic Plan

Connors State College’s (CSC) 2013-2014 Academic Plan lists the following institutional priorities and new funding initiatives:

1. Increase retention and success in developmental courses to national averages. This will be a major focus for 2015-2016.
   a. Objective 1 – Continue to review developmental program, making curricular and instructional modifications as dictated by the data:
      - Student retention rates
      - Student success rates (70 percent success in meeting class objectives)
      - Student evaluations of course/instructor
      - Instructor feedback
   b. Objective 2 – Continue to staff College Success Centers on each campus location. College Success Centers will offer free tutoring, career advisement, academic skill development workshops, etc.

   c. Objective 3 – Continue to develop an effective freshman orientation program that is required of all first-time college students and those transfer students who are admitted on academic probation.
2. Increase our Persistence and Completion percentages for 2015-2016.
   a. Objective 1 – Refine our data collection and reporting process to better understand the issues for non-persistence and completion in order to create projects designed to increase our rates.
   b. Objective 2 – Engage faculty and staff in institutional efforts to increase our persistence and completion rates.

3. Increase the number and quality of online courses.
   a. Objective 1 – Develop a comprehensive Distance Education policy that will guide how courses are: developed, reviewed for appropriate content and rigor, evaluated, and counted in faculty load as well as addressing faculty compensation.
   b. Objective 2 – Initiate a quality review of existing online courses.
   c. Objective 3 – Increase the number of general education courses by two per year. To be taught online.
   d. Objective 4 – Evaluate retention and success of students in online courses and compare to traditional face-to-face and ITV courses.

4. Annually review existing Assessment of Student Learning and Assessment Plan.
   a. Objective 1 – Review and revise (if needed) all program level objectives and measurements for objectives.
   b. Objective 2 – Review and revise (if needed) the Assessment Plan.
   c. Objective 3 – Further standardize the methods for collection and analysis of data from assessment of student learning in the General Education area.

5. Submit one allied health Contractual Arrangement Program request to OSRHE for approval.
   a. State and national data indicate an increasing demand for health care professionals in the coming years. Connors State College will contract with Indian Capital Technology Center (ICTC) to offer and Associates in Applied Sciences, Physical Therapist Assistant degree. Our research indicates strong student and employer demand for these programs

**APRA Implementation**

In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, CSC has taken the following program actions in response to APRA:

| Degree and/or certificate programs deleted | 49 |
| Degree and/or certificate programs added | 13 |

**Program Review**

CSC offers 25 degree and/or certificate programs as follows:

| Certificates | 5 |
| Associate in Arts or Sciences Degrees | 16 |
| Associate in Applied Science Degrees | 4 |
| Baccalaureate Degrees | 0 |
| Master’s Degrees | 0 |
All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with CSC’s program review schedule as appropriate. 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
CSC’s faculty developed the proposal, which was reviewed and approved by institutional officials. CSC’s governing board approved delivery of the Associate in Applied Science in Physical Therapist Assistant and approved the contractual arrangement with ICTC on June 17, 2016. CSC requests authorization to offer this degree program as outlined below.

POLICY ISSUES:
This action is consistent with the Academic Program Approval and the Contractual Arrangements Between Higher Education Institutions and Other Entities policies.

ANALYSIS:

Associate in Applied Science in Physical Therapist Assistant

Program purpose. The proposed degree program will enable students to apply for the National Physical Therapy Examination for physical therapist assistant. The program will seek accreditation recognition through the Commission on Accreditation in Physical Therapist Education in cooperation with ICTC.

Program rationale and background. There is a significant interest in allied health careers at CSC. According to CSC, over 400 students are enrolled as pre-nursing majors. Additionally the Associate in Applied Science (AAS) in Nursing (068) program has an average of 100 applicants per semester with approximately 48 of those applicants being qualified to be admitted into the program. Furthermore, the Associate in Applied Science in Occupational Therapy Assistant, which was approved at the September 3, 2015 meeting, had over 50 applications for the 2016-2017 cohort. The proposed program will provide students another option to consider when seeking an allied health career.

Employment opportunities. Nationwide careers for Physical Therapist Assistants are growing much faster than average with an expected growth of 40 percent through 2024. Opportunities for Physical Therapist Assistants in Oklahoma mirror national data. According to the Oklahoma Employment Security Commission, careers for Physical Therapist Assistants are expected to increase 30 percent through 2024. In the Tulsa and eastern Oklahoma workforce areas, the occupational outlook for Physical Therapists Assistants is 35 to 40 percent. CSC is confident students will find employment upon completion of the curriculum.

Student demand. The proposed program is expected to meet the enrollment and graduate standards by the established deadline prior to final approval by the State Regents as shown in the following table.

<table>
<thead>
<tr>
<th>Productivity Category</th>
<th>Criteria</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Enrollment of majors in the program</td>
<td>17</td>
<td>Fall 2018</td>
</tr>
<tr>
<td>Minimum Graduates from the program</td>
<td>10</td>
<td>2018-2019</td>
</tr>
</tbody>
</table>

37
**Duplication and impact on existing programs.** The proposed degree program may share some similar content with the following programs:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Existing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murray State College</td>
<td>Associate in Applied Science in Physical Therapist Assistant (055)</td>
</tr>
<tr>
<td>Northeastern Oklahoma A&amp;M College</td>
<td>Associate in Applied Science in Physical Therapist Assistant (107)</td>
</tr>
<tr>
<td>Carl Albert State College</td>
<td>Associate in Applied Science in Physical Therapist Assistant (051)</td>
</tr>
<tr>
<td>Oklahoma City Community College</td>
<td>Associate in Applied Science in Physical Therapist Assistant (055)</td>
</tr>
<tr>
<td>Seminole State College</td>
<td>Associate in Applied Science in Physical Therapist Assistant (233)</td>
</tr>
<tr>
<td>Southwestern Oklahoma State University</td>
<td>Associate in Applied Science in Physical Therapist Assistant (131)</td>
</tr>
<tr>
<td>Tulsa Community College</td>
<td>Associate in Applied Science in Physical Therapist Assistant (101)</td>
</tr>
</tbody>
</table>

A system wide letter of intent was communicated via email on August 16, 2012. None of the State System institutions notified State Regents’ staff of a protest to the proposed degree program. Due to the distance between institutions and industry demand, approval will not constitute unnecessary duplication.

**Curriculum.** The proposed certificate program will consist of 71 total credit hours as shown in the following table. Fourteen new courses will be added to the CSC inventory through the contractual arrangement with ICTC; the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education</td>
<td>37</td>
</tr>
<tr>
<td>Technical Contractual Courses</td>
<td>34</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>71</strong></td>
</tr>
</tbody>
</table>

**Faculty and staff.** Existing CSC faculty and contractual arrangement faculty from ICTC will teach the proposed program.

**Financing and program resource requirements.** The proposed program is collaboration with ICTC through a contractual arrangement. Student will pay tuition for the ICTC contractual courses to ICTC directly. Minimal transcription fees will be assessed by CSC. Other program resource requirements for general education and discipline oversight are supported through CSC’s regular allocation and will be offered on a self-supporting basis. Current tuition and fee structure will be sufficient to adequately fund the program. No additional funding is requested from the State Regents.

Attachment
## Degree Requirements

<table>
<thead>
<tr>
<th>General Education</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDUC 1111 Orientation</td>
<td>1</td>
</tr>
<tr>
<td>ENGL 1113 English Composition I</td>
<td>3</td>
</tr>
<tr>
<td>ENGL 1213 English Composition II</td>
<td>3</td>
</tr>
<tr>
<td>HIST 1483 or HIST 1493 US History</td>
<td>3</td>
</tr>
<tr>
<td>POLS 1113 American Federal Government</td>
<td>3</td>
</tr>
<tr>
<td>MATH 1513 or MATH 1473 College Algebra / Applied Mathematics</td>
<td>3</td>
</tr>
<tr>
<td>BIOL 1114 General Biology</td>
<td>4</td>
</tr>
<tr>
<td>BIOL 2104 Human Anatomy</td>
<td>4</td>
</tr>
<tr>
<td>PSYC 1113 Introduction Psychology</td>
<td>3</td>
</tr>
<tr>
<td>SPCH 1113 or COMS 1113 Fundamentals of Computer Usage</td>
<td>3</td>
</tr>
<tr>
<td>NURS 1003 Medical Terminology</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Technical Contractual Courses offered at ICTC</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>*PTAT 1011 Introduction to Physical Therapy</td>
<td>1</td>
</tr>
<tr>
<td>*PTAT 1012 Kinesiology for Physical Therapist Assistants (with lab)</td>
<td>2</td>
</tr>
<tr>
<td>*PTAT 1033 Therapeutic Exercise I</td>
<td>3</td>
</tr>
<tr>
<td>*PTAT 1122 Pathophysiology for Physical Therapist Assistants</td>
<td>2</td>
</tr>
<tr>
<td>*PTAT 1023 Physical Agents (with lab)</td>
<td>3</td>
</tr>
<tr>
<td>*PTAT 1212 Clinical Practice I</td>
<td>2</td>
</tr>
<tr>
<td>*PTAT 1203 Basic Patient Care Skills</td>
<td>3</td>
</tr>
<tr>
<td>*PTAT 1232 Clinical Procedures (with lab)</td>
<td>2</td>
</tr>
<tr>
<td>*PTAT 2011 Orthopedic Management for Physical Therapist Assistants (with lab)</td>
<td>1</td>
</tr>
<tr>
<td>*PTAT 2043 Neurology and Rehabilitation for Physical Therapist Assistants (with lab)</td>
<td>3</td>
</tr>
<tr>
<td>*PTAT 2033 Therapeutic Exercise II (with lab)</td>
<td>3</td>
</tr>
<tr>
<td>*PTAT 2121 Professional Issues</td>
<td>1</td>
</tr>
<tr>
<td>*PTAT 2124 Clinical Practice II</td>
<td>4</td>
</tr>
</tbody>
</table>

ATTACHMENT A

CONNORS STATE COLLEGE
ASSOCIATE IN APPLIED SCIENCE IN PHYSICAL THERAPIST ASSISTANT
Through a Contractual Arrangement with Indian Capital Technology Center
<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTAT 2134</td>
<td>Clinical Practice III</td>
<td>4</td>
</tr>
</tbody>
</table>

*Total 71*

*Denotes new course*
AGENDA ITEM #8-f: New Programs.


RECOMMENDATION:

It is recommended that the State Regents approve Oklahoma State University-Oklahoma City’s requests to offer the Certificate in Web Page Design, the Certificate in Spanish, and the Certificate in Digital Communication, with the stipulation that continuation of the programs will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

- **Certificate in Web Page Design.** This certificate is embedded within the Associate in Applied Science in Graphic Design (064) and will be included in the regular 5-year program review due in 2018.

- **Certificate in Spanish.** This certificate is embedded within the Associate in Applied Science in Technical Spanish/Translation and Interpretation (100) and will be included in the regular 5-year program review due in 2016.

- **Certificate in Digital Communication.** This certificate is embedded within the Associate in Applied Science in Graphic Design (064) and will be included in the regular 5-year program review due in 2018.

BACKGROUND:

Academic Plan

Oklahoma State University-Oklahoma City’s (OSU-OKC) 2015-2016 Academic Plan lists the following institutional priorities and new funding initiatives:

**Improve student success, retention, and graduation rates.**

- To improve student success, OSU-OKC will increase the numbers of students taught by full-time faculty members. OSU-OKC has developed, and will implement a low course enrollment policy and is partnering with Ad Astra, an information system solution to more effectively schedule courses and allocate classroom space. The primary goal of both the new policy and partnering with Ad Astra is to have more students in classes taught by our full-time faculty members, who are often more experienced and more available to students.

- As part of its reaffirmation of Accreditation with the Higher Learning Commission OSU-OKC is participating in the Academy for Student Persistence and Completion. Although in the early
stages of the four year process, student early alert has been identified as the first strategy to improve student retention. Other retention approaches include Each One Reach One, Academic Division Retention Plans, and tutors embedded in the classroom.

- To increase graduation rates, OSU-OKC will continue to participate in the Reach Higher Program. In academic year 14-15 OSU-OKC graduated 348 Reach Higher degrees. OSU-OKC will also use scholarships and tuition waivers to enable successful students to complete their degrees.
- For a complete list of activities see Objective 1.1 through Objective 1.6 in the strategic plan included as an attachment to this report.

Ensure the highest standards of teaching and learning in the traditional classroom and online:
- To ensure the quality of teaching at OSU-OKC, the Faculty Senate increased the standards of the Retention, Promotion, and Tenure process (RPT). Currently the revised RPT standards are with OSU legal counsel, then they will be sent to the OSU A & M Board and then to the OSRHE.
- In the last year OSU-OKC revised the course evaluation survey and took the process totally online. Faculty will receive more timely feedback on instruction and classroom management to shorten the continuous improvement cycle of teaching, assessment, and improvements based on data.
- OSU-OKC is approaching the fifth and final year of a Title III grant with the primary goal improving the quality of online classes. Since the beginning of the grant 40 online classes have gone through the Cowboy Quality process based on Quality Matters. OSU-OKC recently had an online fee approved for $10-per-credit-hour. The fee started the 2015-16 academic year and the monies will be used to institutionalize the policies, training, technology and other faculty support needed to maintain the highest quality of online courses.
- For a complete list of activities see Objective 2.1 through Objective 2.8 in the strategic plan included as an attachment to this report.

APRA Implementation
In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, OSU-OKC has taken the following program actions in response to APRA:

<table>
<thead>
<tr>
<th>Action</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Degree and/or certificate programs deleted</td>
<td>53</td>
</tr>
<tr>
<td>Degree and/or certificate programs added</td>
<td>58</td>
</tr>
</tbody>
</table>

Program Review
OSU-OKC offers 56 degree and/or certificate programs as follows:

<table>
<thead>
<tr>
<th>Level</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Certificates</td>
<td>19</td>
</tr>
<tr>
<td>Associate in Arts or Sciences Degrees</td>
<td>8</td>
</tr>
<tr>
<td>Associate in Applied Science Degrees</td>
<td>28</td>
</tr>
<tr>
<td>Baccalaureate Degree</td>
<td>1</td>
</tr>
<tr>
<td>Master’s Degrees</td>
<td>0</td>
</tr>
<tr>
<td>Doctoral Degrees</td>
<td>0</td>
</tr>
<tr>
<td>First Professional Degrees</td>
<td>0</td>
</tr>
</tbody>
</table>
All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with OSU-OKC’s program review schedule as appropriate. Thus, if a professional program received a ten-year accreditation, it would not be reviewed for ten years, which is an approved exception to State Regents’ policy.

Program Development Process
OSU-OKC’s faculty developed the proposals, which were reviewed and approved by institutional officials. OSU-OKC’s governing board approved the Certificate in Web Page Design, the Certificate in Spanish, and the Certificate in Digital Communication at their June 17, 2016 meeting. OSU-OKC requests authorization to offer these programs as outlined below.

POLICY ISSUES:

These actions are consistent with the Academic Program Approval policy.

ANALYSIS:

Certificate in Web Page Design

Program purpose. The proposed certificate is designed to prepare students for careers as Web Page Designers.

Program rationale and employment opportunities. Workforce Oklahoma expects a dramatic increase in the need for skilled professionals who can support companies in the digital world, and, in April 2014, estimated a projected job growth of approximately 50,000 jobs in the Information and Financial Services sector. Among these jobs are Web Developers. According to the Oklahoma Employment Security Commission, opportunities for Web Developers are expected to increase 24 percent through 2024. The proposed program is designed to develop personnel who can excel in helping build and maintain websites and will be able to fill the growing need for qualified employees in the field.

Student demand. The proposed program is expected to fulfill student demand within the Associate in Applied Science in Graphic Design (064) program.

Duplication and impact on existing programs. The proposed program may share some similar content with the following programs:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Existing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rose State College</td>
<td>Certificate in Mobile/Web Development (304)</td>
</tr>
<tr>
<td>Tulsa Community College</td>
<td>Certificate in Information Technology (133) with options in Website Management and Web Development</td>
</tr>
<tr>
<td>Oklahoma City Community College</td>
<td>Certificate in Web Development (149)</td>
</tr>
<tr>
<td></td>
<td>Certificate in Web Design (150)</td>
</tr>
</tbody>
</table>

A system wide letter of intent was communicated by email June 21, 2016. None of the State System institutions notified the State Regents’ office of a protest. Due to estimated employment opportunities, approval will not constitute unnecessary duplication.
**Curriculum.** The proposed certificate program will consist of 12 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Courses</td>
<td>12</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>

**Faculty and staff.** Existing faculty will teach the proposed program.

**Financing and program resource requirements.** The proposed program is an embedded certificate within the Associate in Applied Science in Graphic Design (064) program. Program resource requirements are supported through the main program and the certificate will be offered on a self-supporting basis. Current tuition and fee structure will be sufficient to adequately fund the certificate. No additional funding is requested from the State Regents to support the certificate.

**Certificate in Spanish**

**Program purpose.** The proposed program will provide students with adequate Spanish proficiency which will be beneficial for employment prospects upon graduation.

**Program rationale and employment opportunities.** Employer demand for more official documentation of language skills of bilingual employees to ensure adequate communication with limited English proficient clients is increasing. OSU-OKC indicates that the growth in Spanish speaking populations within the United States has created a trend for the documentation and verification of bilingual competency. Evidence of this trend can be found in companies such as Language Testing International and AmCheck that specialize in verifying language skills. Additionally, according to a recent article on the website CareerBuilder, the need for employees with documented bilingual skills among social workers, bank tellers, customer service representatives, marketing/advertising/promotions managers, human resource specialists, and police officers is surging. The proposed certificate would also provide verification of language proficiency to employers and increase students’ marketability in the job search.

**Student demand.** The proposed program is expected to fulfill student demand within the Associate in Applied Science in Technical Spanish (100) program.

**Duplication and impact on existing programs.** The proposed program may share some similar content with the following programs:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Existing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rose State College</td>
<td>Certificate in Spanish Proficiency (309)</td>
</tr>
<tr>
<td>Tulsa Community College</td>
<td>Certificate in International Language Studies (171)</td>
</tr>
<tr>
<td>Oklahoma City Community College</td>
<td>Certificate in Spanish (138)</td>
</tr>
</tbody>
</table>

A system wide letter of intent was communicated by email June 21, 2016. None of the State System institutions notified the State Regents’ office of a protest. Due to increased need for bilingual employees, approval will not constitute unnecessary duplication.
Curriculum. The proposed certificate program will consist of 18 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment B).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Occupational Specialty</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>

Faculty and staff. Existing faculty will teach the proposed program.

Financing and program resource requirements. The proposed program is an embedded certificate within the Associate in Applied Science in Technical Spanish/Translation and Interpretation (100) program. Program resource requirements are supported through the main program and the certificate will be offered on a self-supporting basis. Current tuition and fee structure will be sufficient to adequately fund the certificate. No additional funding is requested from the State Regents to support the certificate.

Certificate in Digital Communications

Program purpose. The proposed program will provide students with an entry-level credential to secure employment in the growing field of content strategy.

Program rationale and employment opportunities. The advisory board for the Associate in Applied Science in Graphic Design (064) met in Spring 2015 and expressed the need for a credential that combined the areas graphics, business knowledge, project management, and technology to address evolving digital and social media marketing strategies. Students completing the proposed program may find entry-level employment as a Digital Communication Specialist, Social Media Strategist, Social Media Analyst, and Digital Communications Specialist. The Occupational Outlook Handbook estimates opportunities in marketing to increase 9 percent through 2024.

Student demand. The proposed program is expected to fulfill student demand within the Associate in Applied Science in Graphic Design (064) program.

Duplication and impact on existing programs. The proposed program may share some similar content with the following programs:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Existing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tulsa Community College</td>
<td>Certificate in Digital Media (217)</td>
</tr>
</tbody>
</table>

A system wide letter of intent was communicated by email June 21, 2016. None of the State System institutions notified the State Regents’ office of a protest. Due to estimated employment opportunities, approval will not constitute unnecessary duplication.

Curriculum. The proposed certificate program will consist of 15 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment C).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
</table>

45
Technical Occupational Specialty | 15
---|---
Total | 15

Faculty and staff. Existing faculty will teach the proposed program.

Financing and program resource requirements. The proposed program is an embedded certificate within the Associate in Applied Science in Graphic Design (064) program. Program resource requirements are supported through the main program and the certificate will be offered on a self-supporting basis. Current tuition and fee structure will be sufficient to adequately fund the certificate. No additional funding is requested from the State Regents to support the certificate.

Attachments
<table>
<thead>
<tr>
<th>Certificate Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Requirements</strong></td>
<td><strong>12</strong></td>
</tr>
<tr>
<td>GDD 1313 Internet Technology and Tools</td>
<td>3</td>
</tr>
<tr>
<td>GDD 2033 Web Page Design</td>
<td>3</td>
</tr>
<tr>
<td>GDD 2133 Advanced Web Page Design</td>
<td>3</td>
</tr>
<tr>
<td>GDD 2143 Web Programming</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>12</strong></td>
</tr>
</tbody>
</table>
## OKLAHOMA STATE UNIVERSITY-OKLAHOMA CITY
### CERTIFICATE IN SPANISH

<table>
<thead>
<tr>
<th>Certificate Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program Requirements</strong></td>
<td><strong>18</strong></td>
</tr>
<tr>
<td>SPAN 1113 Spanish I</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 1223 Spanish II</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2113 Intermediate Spanish I</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2133 Intermediate Spanish II</td>
<td>3</td>
</tr>
<tr>
<td>SPAN 2143 Advanced Spanish Grammar and Composition</td>
<td>3</td>
</tr>
<tr>
<td>Any approved SPAN or TSTI elective</td>
<td>3</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>18</strong></td>
</tr>
</tbody>
</table>
## Certificate in Digital Communication

### Certificate Requirements

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>GDD 1253 Graphic Editing</td>
<td>3</td>
</tr>
<tr>
<td>GDD 1313 Internet Technologies and Tools</td>
<td>3</td>
</tr>
<tr>
<td>GDD 1523 Digital Marketing and Social Media</td>
<td>3</td>
</tr>
<tr>
<td>CIS 2613 or BUS 2663 Project Management</td>
<td>3</td>
</tr>
<tr>
<td>MKT 2273 or MKT 2343 or MKT 2643 Introduction to Marketing</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total** 15
AGENDA ITEM #8-g:

New Programs.

SUBJECT: Oklahoma State University Institute of Technology. Approval to offer the Associate in Science in Pre-Professional Studies.

RECOMMENDATION:

It is recommended that the State Regents approve the Oklahoma State University Institute of Technology’s request to offer the Associate in Science in Pre-Professional Studies, via traditional and electronic delivery, with the stipulation that continuation of the program will depend upon meeting the criteria established by the institution and approved by the State Regents, as described below.

- Associate in Science in Pre-Professional Studies. Continuation beyond Fall 2020 will depend upon meeting the following criteria:
  Majors enrolled: a minimum of 45 students in Fall 2019; and

BACKGROUND:

Academic Plan

Oklahoma State University Institute of Technology’s (OSUIT) 2015-2016 Academic Plan lists the following institutional priorities and new funding initiatives:

An institutional priority for 2015-2016 will be to finalize the development of additional Associate in Science pathways into select baccalaureate programs at other colleges and universities, as well as the expansion of the current pathways from other institutions into OSUIT’s Bachelor of Technology programs. OSUIT is currently in the process of reviewing its academic programs for potential reorganization, redevelopment and/or repositioning to ensure the institution is maximizing its resources and benefits to its stakeholders. This includes the possible retitling of the institution’s Associate in Science in Pre-Education as an Associate in Science in Pre-Professional Studies, as well as making coursework from select OSUIT programs available at offsite locations. OSUIT continues to study the viability of offering a Bachelor of Technology degree in Technology Management or a similarly titled program—which the institution is uniquely equipped and situated to offer.

APRA Implementation

In August 1991, the State Regents launched the Academic Planning/Resource Allocation (APRA) initiative, which was based on the principle that institutional officials would prioritize their programs and activities, and then fund higher priority activities at levels that ensured quality. In times of flat or declining budgets or financial constraints, institutions are expected to reallocate resources from lower
priority activities to higher priority activities, rather than reducing quality by funding lower priority activities at the same rate as higher priority activities.

Since 1992, OSUIT has taken the following program actions in response to APRA:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>42</td>
<td>Degree and/or certificate programs deleted</td>
</tr>
<tr>
<td>34</td>
<td>Degree and/or certificate programs added</td>
</tr>
</tbody>
</table>

Program Review
OSUIT offers 39 degree and/or certificate programs as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Certificates</td>
</tr>
<tr>
<td>5</td>
<td>Associate of Arts or Sciences Degrees</td>
</tr>
<tr>
<td>31</td>
<td>Associate of Applied Science Degrees</td>
</tr>
<tr>
<td>3</td>
<td>Baccalaureate Degrees</td>
</tr>
<tr>
<td>0</td>
<td>Master’s Degrees</td>
</tr>
<tr>
<td>0</td>
<td>Doctoral Degrees</td>
</tr>
<tr>
<td>0</td>
<td>First Professional Degrees</td>
</tr>
</tbody>
</table>

All of these programs were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with OSUIT’s program review schedule as appropriate. 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
OSUIT's faculty developed the proposal, which was reviewed and approved by institutional officials. OSUIT’s governing board approved delivery of the Associate in Science in Pre-Professional Studies at their June 17, 2016 meeting. OSUIT requests authorization to offer this program as outlined below.

OSUIT is currently approved to offer the following degree programs through online delivery:

- Associate in Applied Science in Information Technologies (012);
- Associate in Science in Information Technologies (092);
- Associate in Science in Allied Health Sciences (123);
- Associate in Science in Business (091);
- Associate in Science in Enterprise Development (676);
- Associate in Science in Pre-Education (090); and
- Bachelor of Technology in Information Technologies (094).

POLICY ISSUES:
This action is consistent with the Academic Program Approval and Distance Education and Traditional Off-Campus Courses and Programs policies.

ANALYSIS:

Associate in Science in Pre-Professional Studies

Program purpose. The proposed program is designed to prepare students for successful transfer into a wide range of baccalaureate programs.
Program rationale and background. OSUIT has offered an Associate in Science in Pre-Education (090) since 2001. This degree was implemented as a pathway for area students interested in completing a transfer degree before continuing their baccalaureate studies in education at other institutions. However, because the program’s curriculum is largely comprised of general education courses, each year students interested in pursuing baccalaureate degrees and careers in non-education disciplines enroll in and complete the program. For this reason, OSUIT developed the proposed program to meet the needs of these students.

Employment opportunities. Although the proposed program is not designed to lead to immediate employment, according to the Bureau of Labor Statistics (BLS) and the Oklahoma Employment Security Commission (OESC) employment opportunities are expected to increase 6 to 9 percent through 2024. Additionally, the BLS projects that 25 percent of all job openings in the U.S. will require at least a bachelor’s degree. Furthermore, OESC data indicate that demand for entry level positions within Oklahoma’s workforce ecosystems will increase by approximately 10 percent over the next decade. OSUIT is confident the proposed program will address the employment needs of the local area and the state.

Student demand. The proposed program is expected to meet the enrollment and graduation standards by the established deadline prior to final approval by the State Regents as shown in the following table.

<table>
<thead>
<tr>
<th>Productivity Category</th>
<th>Criteria</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum Enrollment of majors in the program</td>
<td>45</td>
<td>Fall 2019</td>
</tr>
<tr>
<td>Minimum Graduates from the program</td>
<td>18</td>
<td>2019-2020</td>
</tr>
</tbody>
</table>

Duplication and impact on existing programs. The proposed program may share some similar content with the following programs:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Existing Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Langston University</td>
<td>Associate in Arts in General Studies (072)</td>
</tr>
<tr>
<td>Oklahoma Panhandle State University</td>
<td>Associate in Arts in General Studies (039)</td>
</tr>
<tr>
<td></td>
<td>Associate in Science in General Studies (051)</td>
</tr>
<tr>
<td>Connors State College</td>
<td>Associate in Arts in General Education (050)</td>
</tr>
<tr>
<td>Eastern Oklahoma State College</td>
<td>Associate in Arts in General Studies (044)</td>
</tr>
<tr>
<td>Northeastern Oklahoma A&amp;M College</td>
<td>Associate in Arts in General Studies (110)</td>
</tr>
<tr>
<td>Redlands Community College</td>
<td>Associate in Arts in General Studies (070)</td>
</tr>
<tr>
<td>Carl Albert State College</td>
<td>Associate in Arts in General Studies (039)</td>
</tr>
<tr>
<td>Seminole State College</td>
<td>Associate in Arts in Liberal Studies (205)</td>
</tr>
<tr>
<td>Rose State College</td>
<td>Associate in Arts in Liberal Studies (047)</td>
</tr>
<tr>
<td>Oklahoma City Community College</td>
<td>Associate in Arts in Liberal Studies (128)</td>
</tr>
<tr>
<td>Rogers State University</td>
<td>Associate in Arts in Liberal Arts (109)</td>
</tr>
<tr>
<td>Tulsa Community College</td>
<td>Associate in Arts in Liberal Arts (009)</td>
</tr>
<tr>
<td>Western Oklahoma State College</td>
<td>Associate in Arts in Liberal Arts (062)</td>
</tr>
</tbody>
</table>
A system wide letter of intent was communicated by email April 15, 2016. None of the State System institutions requested a copy of the program or notified the State Regents’ office of a protest. Due to distance between institutions and employment demand, approval will not constitute unnecessary duplication.

**Curriculum.** The proposed program will consist of 60 total credit hours as shown in the following table. No new courses will be added and the curriculum is detailed in the attachment (Attachment A).

<table>
<thead>
<tr>
<th>Content Area</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Education</td>
<td>38</td>
</tr>
<tr>
<td>Major Requirements</td>
<td>22</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>60</strong></td>
</tr>
</tbody>
</table>

**Faculty and staff.** Existing faculty will teach the proposed program.

**Delivery method and support services.** OSUIT will use Desire 2 Learn (D2L) as its learning management system to offer synchronous and asynchronous program and course instruction. D2L allows the student to log on to a secure web-browser to gain access to course syllabi, documents, assignments, tests, and other course and program related material. The library, facilities, and equipment are adequate for this degree program.

**Financing.** The proposed program will be offered on a self-supporting basis and the current tuition and fee structure will be sufficient to adequately fund the program. No additional funding is requested from the State Regents to support the program.

**Program resource requirements.** Program resource requirements for the Associate in Science in Pre-Professional Studies are shown in the following tables.

<table>
<thead>
<tr>
<th></th>
<th>1st Year</th>
<th>2nd Year</th>
<th>3rd Year</th>
<th>4th Year</th>
<th>5th Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Tuition</td>
<td>$121,500</td>
<td>$255,150</td>
<td>$291,600</td>
<td>$328,050</td>
<td>$364,500</td>
</tr>
</tbody>
</table>

Narrative/Explanation: Tuition was calculated based on a tuition rate of $162.00 per credit hour and an enrollment of 25, 35, 40, 45, and 50 students in years 1 through 5. OSUIT anticipates students completing an average of 30 to 45 credit hours per academic year.

| TOTAL            | $121,500 | $255,150 | $291,600 | $328,050 | $364,500 |
### B. Breakdown of Budget Expenses/Requirements

<table>
<thead>
<tr>
<th>Expenses/Requirements</th>
<th>1&lt;sup&gt;st&lt;/sup&gt; Year</th>
<th>2&lt;sup&gt;nd&lt;/sup&gt; Year</th>
<th>3&lt;sup&gt;rd&lt;/sup&gt; Year</th>
<th>4&lt;sup&gt;th&lt;/sup&gt; Year</th>
<th>5&lt;sup&gt;th&lt;/sup&gt; Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative/Other Professional Staff</td>
<td>$36,086</td>
<td>$56,315</td>
<td>$58,005</td>
<td>$59,745</td>
<td>$61,537</td>
</tr>
<tr>
<td><strong>Narrative/Explanation:</strong> The amounts above reflect administrative personnel salaries and benefits and include an annual increase of 3 percent.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td>$64,935</td>
<td>$140,455</td>
<td>$165,335</td>
<td>$191,582</td>
<td>$219,255</td>
</tr>
<tr>
<td><strong>Narrative/Explanation:</strong> The amounts above are based on the average salary for the School of Arts and Sciences faculty. This average salary is utilized to determine a cost of instruction for each student based upon a minimum faculty load of 15 credit hours per semester for 3 semesters. The amounts above also include an annual increase of 3 percent.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Assistants</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Student Employees</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Equipment and Instructional Materials</td>
<td>$1,650</td>
<td>$2,500</td>
<td>$2,500</td>
<td>$2,500</td>
<td>$2,500</td>
</tr>
<tr>
<td><strong>Narrative/Explanation:</strong> These figures are based on a percentage of basic equipment and materials costs annually expended through instruction in the School of Arts and Sciences.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Contractual Services</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Other Support Services</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Commodities</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Printing</td>
<td>$132</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td><strong>Narrative/Explanation:</strong> The figures above are based on a percentage of printing costs annually expended by the School of Arts and Sciences programs’ faculty, staff, and students.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Telecommunications</td>
<td>$50</td>
<td>$75</td>
<td>$75</td>
<td>$75</td>
<td>$75</td>
</tr>
<tr>
<td><strong>Narrative/Explanation:</strong> The amounts above will be used for telephone and telecommunication expenses.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td>$2,000</td>
<td>$3,000</td>
<td>$3,000</td>
<td>$3,000</td>
<td>$3,000</td>
</tr>
<tr>
<td><strong>Narrative/Explanation:</strong> The amounts above will be used for travel expenses for recruitment, internship visits, and professional development.</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Awards and Grants</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$104,853</strong></td>
<td><strong>$202,545</strong></td>
<td><strong>$229,115</strong></td>
<td><strong>$257,102</strong></td>
<td><strong>$286,567</strong></td>
</tr>
</tbody>
</table>

Attachment
# ATTACHMENT A

## OKLAHOMA STATE UNIVERSITY INSTITUTE OF TECHNOLOGY

### ASSOCIATE IN SCIENCE IN PRE-PROFESSIONAL STUDIES

<table>
<thead>
<tr>
<th>Program Requirements</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Education</strong></td>
<td><strong>38</strong></td>
</tr>
<tr>
<td>HIST 1483 or HIST 1493</td>
<td>U.S. History to 1865</td>
</tr>
<tr>
<td>POLS 1113</td>
<td>U.S. Government</td>
</tr>
<tr>
<td>CS 1013 or CS 2103</td>
<td>Computer Literacy and Applications</td>
</tr>
<tr>
<td>ENGL 1113</td>
<td>Freshman Composition I</td>
</tr>
<tr>
<td>ENGL 1213</td>
<td>Freshman Composition II</td>
</tr>
<tr>
<td>SPCH 1113</td>
<td>Introduction to Speech Communications</td>
</tr>
<tr>
<td>Humanities (select any two courses designated as a humanities course in the university catalog)</td>
<td>6</td>
</tr>
<tr>
<td>BIOL 1014 or BIOL 1114 or BIOL 2104 or BIOL 2114 or BIOL 2124</td>
<td>General Biology (non-majors)</td>
</tr>
<tr>
<td>MATH 1513 or MATH 1613 or MATH 2713</td>
<td>College Algebra</td>
</tr>
<tr>
<td>MATH 1613 or MATH 2713</td>
<td>Trigonometry</td>
</tr>
<tr>
<td>PHYS 1204 or PHYS 1114 or GEOL 1014 or CHEM 1314</td>
<td>General Physical Science</td>
</tr>
<tr>
<td>GEOG 2243 or PSYC 1113 or PSYC 2583 or SOC 1113</td>
<td>Fundamentals of Geography</td>
</tr>
<tr>
<td>Major Requirements</td>
<td><strong>22</strong></td>
</tr>
<tr>
<td>ORIE 1011</td>
<td>College Strategies</td>
</tr>
<tr>
<td>ASL 1363</td>
<td>American Sign Language</td>
</tr>
<tr>
<td>BIOL 1404</td>
<td>General Botany</td>
</tr>
<tr>
<td>BIOL 1604</td>
<td>Zoology</td>
</tr>
<tr>
<td>CHEM 1515</td>
<td>General Chemistry II</td>
</tr>
<tr>
<td>HHP 1113</td>
<td>Personal Health</td>
</tr>
<tr>
<td>MATH 2144</td>
<td>Calculus I</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Name</td>
</tr>
<tr>
<td>-------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>MATH 2153</td>
<td>Calculus II</td>
</tr>
<tr>
<td>NSCI 1113</td>
<td>Introduction to Nutrition</td>
</tr>
<tr>
<td>PHYS 1214</td>
<td>General Physics II</td>
</tr>
<tr>
<td>PSYC 2313</td>
<td>Psychology of Personal Adjustment</td>
</tr>
<tr>
<td>SPAN 1115</td>
<td>Elementary Spanish I</td>
</tr>
<tr>
<td>SPAN 1215</td>
<td>Elementary Spanish II</td>
</tr>
<tr>
<td>STAT 2013</td>
<td>Elementary Statistics</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>Total</strong></td>
</tr>
</tbody>
</table>
AGENDA ITEM #9:

Program Deletions.

SUBJECT: Approval of Institutional Request.

RECOMMENDATION:

It is recommended that the State Regents approve the following request for a program deletion as described below.

BACKGROUND:

Eastern Oklahoma State College (EOSC) requests authorization to delete the program listed below:

- Associate in Applied Science in Ammunition Management and Safety (076)

POLICY ISSUES:

This action is consistent with the State Regents’ Academic Program Review policy.

ANALYSIS:

EOSC requests authorization to delete the Associate in Applied Science in Ammunition Management and Safety (076). This program was approved at the September 11, 2008 State Regents’ meeting. Reasons for requesting the deletion include:

- EOSC reports that due to decrease in demand for ammunition specialists they do not expect enrollment for the next several years.
- There are currently no students enrolled in the program.
- No courses will be deleted.
- No funds are available for reallocation.
AGENDA ITEM #10-a:

Policy.

SUBJECT: Posting of the proposed policy revision to the Privacy, Data Access and Management policy.

RECOMMENDATION:

It is recommended that the State Regents post the proposed revision for the Privacy, Data Access and Management policy.

BACKGROUND:

The Privacy, Data Access and Management policy in section 2.28.6 A. lists the allowable circumstances for which it is appropriate to release private or confidential data. The original list did not include the exception for release of private or confidential data in connection with the administration of federal and state financial aid processing and servicing though these are necessary circumstances required and or allowed by applicable laws governing the programs.

POLICY ISSUES:

The revisions will align the policy with current processes.

ANALYSIS:

It is necessary for the State Regents in the course of its administrative responsibilities to disclose private or confidential data in connection with administration of federal and student financial aid processing and servicing activities as is required by or allowed by all applicable laws.
2.28.6 Disclosure of Information

Private or confidential data on an individual shall not be created, collected, stored, used, maintained, or disseminated by the OSRHE in violation of federal or state law and shall not be used for any purpose other than those stated. If the State Regents enter into a contract with a private person or third party to perform any OSHRE functions, that agreement shall require that the data be protected in the same fashion.

A. Under this policy, no private or confidential data will be released except under the following circumstances:

To staff of the higher education institutions who have released the data to OSRHE when the determination has been made that there are legitimate educational interests, under 34 C.F.R. 99.36(b)(2) (2000).

To comply with a subpoena or court order, under 34 C.F.R. 99.31(a)(9)(A) (2000).

To honor a request from a judicial order, or an authorized law enforcement unit, or lawfully issued subpoena, under 34 C.F.R. 99.31(a)(9)(i) (2000). A law enforcement unit refers to all state and local prosecution authorities, all state and local law enforcement agencies, the Department of Corrections, and probation officers who are part of the Judiciary.

To educational officials in connection with an audit or evaluation of a federal or state supported education program, under 34 C.F.R. 99.32(c)(3) (2000).

To appropriate parties in connection with an emergency if such knowledge is necessary to protect the health and safety of the student or other individuals, under 34 C.F.R. 99.36(a) (2000). In cases of health or safety emergency, the request for release must first be directed to the school district that owns the data. The Director, under 34 C.F.R. 99.36(a) (2000), may also convene a committee to evaluate the request to determine whether or not the person who would receive the information is in a position to deal with the emergency and the extent to which time is of the essence.

To research proposals approved by the Chancellor or designee, when a requestor demonstrates a clear legitimate educational interest, provided that personally identifiable information if discovered is not disclosed to anyone other than the initiator of the request. At the discretion of the Chancellor or designee, any request may be denied.

To appropriate parties in connection with federal and state student financial aid processing and servicing administered by the Oklahoma State Regents for Higher Education.
AGENDA ITEM #10-b:

Policy.

SUBJECT: Posting of the revisions to the State Regents’ Professional Programs policy.

RECOMMENDATION:

It is recommended that the State Regents’ post revisions to the Professional Programs policy, as described below.

BACKGROUND:

In 1971, the State Regents established policy prescribing the function, academic and program standards, and admission parameters for the Oklahoma State University Center for Veterinary Health Sciences (OSU-CVHS). Since its inception, the policy has explicitly detailed the percentage of slots that are available for nonresident students. By policy, up to 25 percent of incoming students may be nonresidents.

Additionally, in 2009, the State Regents approved an interim proposal that allowed OSU-CVHS to admit up to 30 second, third, and fourth year transfer students (10 per curriculum year), which, in turn, provided OSU-CVHS an opportunity to admit additional nonresident students who initially began veterinary programs in other states.

POLICY ISSUES:

Currently, maximum class size is limited to 88 slots, 58 of which are reserved for resident students.

OSU-CVHS is requesting to amend the existing cap on nonresident students in favor of the following criteria:

- The number of first-year resident students admitted shall be no fewer than 58
- The number of first-year nonresident students will be increased to a maximum of 48

ANALYSIS:

Above all, declining state support has created a need to identify alternative revenue streams to ensure that OSU-CVHS maintains a commitment to providing an affordable and high quality educational experience for its students. As such, the proposed revisions will put OSU-CVHS in a position to raise additional revenue while minimizing tuition and fee increases to resident students.

It is important to emphasize that the proposed revisions would not alter the existing minimum 58 slots that have been specifically reserved for resident applicants. Rather than reducing the minimum number of resident slots, the proposed revisions would expand the maximum number of non-resident slots from 30 to 48, which, in turn, would increase the maximum number of students
from 88 to 106. While this would increase the number of slots that would be available to nonresidents, under no circumstances would any nonresident applicant be admitted with admission qualifications below any admitted resident applicant.

Lastly, it is important to note that OSU-CVHS currently admits one of the largest percentages of resident students and has one of the smallest numbers of nonresident students in comparison to veterinary schools that are located in states with comparable populations. As such, the proposed revisions would put OSU-CVHS’s admission practices in alignment with peer veterinary schools. The breakdown of resident and nonresident students admitted to peer veterinary schools in comparably populated states is detailed below:

<table>
<thead>
<tr>
<th>Veterinary School</th>
<th>State Population</th>
<th>Resident Enrollment at Admission</th>
<th>Nonresident Enrollment at Admission</th>
<th>Total Enrollment at Admission</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auburn</td>
<td>4.8M</td>
<td>40 (34%)</td>
<td>78</td>
<td>118</td>
</tr>
<tr>
<td>Iowa State</td>
<td>3.0M</td>
<td>60 (40%)</td>
<td>89</td>
<td>149</td>
</tr>
<tr>
<td>Kansas State</td>
<td>2.9M</td>
<td>45 (41%)</td>
<td>65</td>
<td>110</td>
</tr>
<tr>
<td>Washington State</td>
<td>6.9M</td>
<td>57 (43%)</td>
<td>76</td>
<td>133</td>
</tr>
<tr>
<td>Mississippi State</td>
<td>3.0M</td>
<td>40 (47%)</td>
<td>45</td>
<td>85</td>
</tr>
<tr>
<td>Colorado State</td>
<td>5.4M</td>
<td>70 (50%)</td>
<td>70</td>
<td>140</td>
</tr>
<tr>
<td>Oregon State</td>
<td>3.9M</td>
<td>40 (56%)</td>
<td>32</td>
<td>72</td>
</tr>
<tr>
<td>Louisiana State</td>
<td>4.6M</td>
<td>60 (65%)</td>
<td>32</td>
<td>92</td>
</tr>
<tr>
<td>Tennessee</td>
<td>6.5M</td>
<td>60 (71%)</td>
<td>25</td>
<td>85</td>
</tr>
</tbody>
</table>

The proposed revisions were approved by OSU’s governing board on June 17, 2016. An excerpt of the policy that includes the proposed changes is attached. It is recommended that the State Regents post the amendments to this policy.
3.23 PROFESSIONAL PROGRAMS

3.23.1 Purpose

This policy includes specific program requirements for admission, curriculum, retention, graduation, and other standards of those programs which require State Regents’ oversight.

3.23.2 Definitions

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

“Cumulative Grade Point Average (CGPA)” is the average of a student’s earned grades calculated by point values assigned to letter grades that includes grades for all attempted regularly-graded course work, including activity courses and forgiven course work. The use of the CGPA on the transcript is optional, but it may be used to determine financial aid eligibility, admission to graduate or professional programs, or for graduation honors.

“Retention/Graduation Grade Point Average (hereinafter referred to as GPA unless preceded by another descriptor such as ‘high school’)” is the average of a student’s earned grades calculated by point values assigned to letter grades that is used to determine a student’s eligibility to remain enrolled or graduate from an institution. Activity courses and forgiven course work are not calculated in the GPA. (See the State Regents’ Grading policy.) This GPA may be used to determine financial aid or eligibility, admission to graduate or professional programs, or for graduation honors.

3.23.3 Admission Standards for the Oklahoma State University College of Osteopathic Medicine (OSUCOM) and the University of Oklahoma College of Medicine (OUCOM)

The two public colleges of medicine within the state may admit students if they meet the specified Medical College Admission Test (MCAT) score and college GPA requirements or if they are admitted under the alternative admissions by the College of Medicine, using standards defined by the college.

In addition to meeting these quantitative standards, the student must also be judged to be qualified for entry through the qualitative institutional interview process. Within the total incoming class enrollment limits set by the State Regents (OSUCOM – 115 and OUCOM – 200), the colleges of medicine may admit out-of-state students per year as indicated below:

OSUCOM – 15 percent or 20 out-of-state students, whichever is greater
OUCOM – 25 percent or 50 out-of-state students, whichever is greater

Oklahoma students who have met both the qualitative and quantitative standards must be given priority over out-of-state applicants and, in addition, admission through the alternative admission category must give high priority to Oklahoma citizens and to addressing the need for cultural
diversity within the student body.

When the MCAT system of scoring changes, the State Regents will specify the appropriate new MCAT score based on the same percentile ranking for the new scoring system as the percentile ranking of the scores specified above represent under the current scoring system. The State Regents' Academic Affairs Procedures Handbook lists the current admission criteria and courses needed for admission.

3.23.4 Program Standards for the OU College of Medicine

Grading, promotion and graduation standards are determined by college faculty in accordance with the Liaison Committee for Medical Education (LCME) standards. LCME accreditation standards are described in the Function and Structure of a Medical School publication.

The grading, promotion and graduation standards are outlined in policies published in the College of Medicine policy manual and in the College of Medicine Student Handbook.

3.23.5 OU College of Allied Health

A. Doctor of Audiology

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the Higher Learning Commission of the North Central Association (HLC) and the Council on Academic Accreditation (CAA) standards and will be outlined in policies published in the College of Allied Health policy manual and in the College of Allied Health Student Handbook.

B. Doctor of Physical Therapy

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the Commission on Accreditation in Physical Therapist Education (CAPTE) standards and will be outlined in the policies published in the College of Allied Health policy manual and in the College of Allied Health Student Handbook.

The State Regents’ Academic Affairs Procedures Handbook lists the courses needed for admission.

C. Doctor of Science in Rehabilitation Sciences

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the HLC standards and will be outlined in the policies published in the College of Allied Health policy manual and in the College of Allied Health Student Handbook.

3.23.6 OU Doctor of Public Health

A. Functions

The College of Public Health is to support and sustain the state and regional public health workforce by providing doctoral level training in the form of a professional program emphasizing the
B. Standards for Admission

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the Council of Education for Public Health (CEPH). In addition to the general admission requirements to the College of Public Health, the minimum standards to be considered for admission are as follows:

1. A Master of Public Health (MPH) degree from a CEPH accredited school. Applicants with other master’s or doctoral degrees from non-CEPH accredited programs will be considered on an individual basis; however, if accepted, these students may be required by the advisory committee to take additional courses that guarantee competency in the MPH core.

2. A minimum of three years of work experience in a public health-related field.

3. Three letters of recommendation, of which at least one must be from a current or recent (within the past two years) work supervisor.

4. A transcript showing a graduate level GPA of at least a 3.5, based upon a 4.0 scale. For those applicants below a 3.5 GPA, the admissions committee may consider the applicant’s work, educational experience, personal recommendations, and other relevant experience in making recommendations for admission.

C. Standards for Retention

In order to be eligible for continued enrollment in the program, a student must maintain a CGPA of at least a 3.00 in all coursework in the professional program. Additionally, the student must successfully pass a general comprehensive examination.

D. Standards for Graduation

In order to be eligible for graduation from the College of Public Health with a Doctor of Public Health degree, a student must achieve a CGPA of at least 3.00 in all courses required for the professional degree and successfully prepare, write and defend an original applied dissertation.

3.23.7 OSU College of Osteopathic Medicine

A. Functions

The 1988 Oklahoma Legislature adopted House Bill No. 1801, repealing provisions of law relating to establishment and operation of The Oklahoma College of Osteopathic Medicine.

Among other provisions, House Bill No. 1801 expresses legislative intent "... that the Oklahoma State Regents for Higher Education, in determining the functions, programs of study, and standards of education of the college, continue to give emphasis to the preparation of doctors of osteopathic medicine in the field of general practice."

In recognition of the merger of Oklahoma State University with The Oklahoma College of Osteopathic Medicine and Surgery, the Oklahoma State Regents for Higher Education hereby determine the functions of Oklahoma State University to include the operation of a college of osteopathic medicine located in Tulsa County. The Oklahoma State University is authorized to carry out the following functions through the College of Osteopathic Medicine, effective July 1, 1988.

1. To prepare osteopathic physicians and surgeons for the State of Oklahoma through approved and accredited programs which offer complete medical studies, provide bases for further professional advancement, and encourage entrance into general practice.

2. To establish postgraduate programs of medical study, including multi-year internships and residencies, which prepare osteopathic physicians for full participation in both primary and specialized care aspects of professional practice in the State of Oklahoma.

3. To provide a program of public service to Oklahoma communities which are deficient in physician manpower by means of the college-affiliated outpatient clinics, hospitals, and other health-related centers.

4. To offer programs in continuing education for osteopathic physicians and related professionals in order to guarantee the continuation of high standards of osteopathic medical practice for the citizenry of Oklahoma.

5. To cooperate with scientific, educational, and public health agencies in the development of programs which contribute to the improvement of health service and are responsive to general public needs.

6. To engage in scientific research designed to improve the quality of health care with special emphasis given to the application of osteopathic concepts and principles.
B. Grading and Promotion Standards

1. In order to be eligible for promotion or graduation, a student must maintain a minimum of a 2.0 CGPA (based on a four-point scale) during any given academic year.

2. A student who receives a “D” or a “U” in any course may have the privilege of taking a single re-examination in that course or completing special projects or studies in the deficient area(s). If the student passes, the final grade may be no higher than a “C.” At the discretion of the department head, appropriate remedial action may be required prior to the re-examination.

3. A student may not be promoted from either the first, second, or third year with a “U” grade being the grade of record for any course taken during that year to be applied toward satisfaction of graduation requirements. All “U” grades must be satisfactorily cleared in accordance with existing academic policy before a student may be promoted from one academic year to the next.

4. A student may not be promoted to the third year of study without passing the Comprehensive Osteopathic Medical Licensing Examination (COMLEX) Level 1.

C. Graduation Criteria and Standards

1. A fourth-year student must have completed all scheduled course work including required courses and clerkships, scheduled electives, and preceptorship in order to be eligible for graduation.

2. All students graduating in 2008 and later must take and pass the COMLEX Level 2 Computer Exam (CE) and Performance Exam (PE) as a requirement for graduation.

3. No fourth-year student may be considered for graduation with a “U” grade being the grade of record on any course taken during that year. All “U” grades must be satisfactorily cleared in accordance with existing academic policy before a fourth-year student may be graduated.

4. No student shall graduate without the recommendation of the Faculty, College of Osteopathic Medicine. However, a student who successfully completes all academic requirements but who is not recommended for graduation shall be entitled to receive in writing from the Chief Academic Officer the reasons why he or she is not being recommended, and shall have the right of appeal utilizing an appropriate due process procedure established for this purpose.
A. Functions

The authorized functions for the College of Dentistry located at the University of Oklahoma Health Science Center are as follows:

1. To prepare dentists for the State of Oklahoma through an approved dental education program in dental education leading to a D.D.S. degree.
2. To prepare dentists for specialty practice, research and teaching by offering approved graduate post-doctoral programs leading to certification and/or M.S. degrees.
3. To present short courses in continuing education for the dentists of Oklahoma according to the need and demand.
4. To provide oral health care for the citizens of Oklahoma in the School's outpatient clinics, University hospitals, and extramural facilities.
5. To conduct research in various clinical and basic science areas.

B. Standards for Admission

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the Commission on Dental Accreditation (CODA) standards and will be outlined in policies published in the College of Dentistry policy manual and in the College of Dentistry Student Handbook. The State Regents Academic Affairs Procedures Handbook lists the courses needed for admission.

C. Advanced Standing Program for Foreign Trained Dentists

The program for advanced standing students offers qualified graduates of foreign dental programs seeking to practice dentistry in the United States (U.S.) the opportunity to earn the Doctor of Dental Surgery (D.D.S.) degree from the OU College of Dentistry.

Foreign trained dental students who have received their dental degree from an institution outside of the U.S. must meet the standards for retention and must meet the standards for graduation as defined in this policy.

In order to be eligible for consideration for admission to the advanced standing program, the student must have obtained a degree in dentistry from a foreign dental school and must meet the following requirements listed below.

1. The applicant must present official transcripts from previous dental education;
2. Present acceptable TOEFL scores;
3. Complete a comprehensive clinical skills assessment;
4. Pass Part I of the National Board Dental Examination; and
5. Interview.

Those who are conditionally admitted must successfully complete the following requirements below.
1. General orientation;
2. Pre-clinic orientation; and

Students admitted into the advanced standing program shall be fully integrated into the third-year class and shall receive the same clinical education as all other students receiving the D.D.S. degree.

D. Standards for Retention

In order to be eligible for continued enrollment in the professional program in dentistry a student must meet the following requirements:
1. Complete each prescribed course in the curriculum with a minimum grade of "C" (2.0 on a 4.0 scale).
2. Exhibit professional behavior according to the Principles of Ethics of the American Dental Association and the rules for student conduct as established by the University.
3. Pass Part I of the National Board Dental Examination prior to the third year.

E. Standards for Graduation

In order to be eligible for graduation from the School of Dentistry with a Doctor of Dental Surgery degree, a student must meet the following requirements.
1. Complete each prescribed course with a minimum grade of "C."
2. Exhibit acceptable professional competence (knowledge, skills, attitudes) as judged by the faculty.
3. Pass Part II of the National Board Dental Examination.

3.23.9 Program Standards for the OU Doctor of Pharmacy Program

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the Accreditation Council for Pharmacy Education (ACPE) standards and will be outlined in policies published in the College of Pharmacy policy manual and in the College of Pharmacy Student Handbook.
The State Regents’ Academic Affairs Procedures Handbook lists the courses needed for admission.

3.23.10 SWOSU Doctor of Pharmacy

A. Functions

The College of Pharmacy is accredited by the Accreditation Council for Pharmacy Education and is a member of the American Association of Colleges of Pharmacy. The mission of the SWOSU College of Pharmacy is to educate and graduate highly competent practitioners of pharmaceutical care. The College of Pharmacy achieves its mission through excellence in teaching, research/scholarly activity, and service to the university, state, profession, and society.

B. Standards for Admission

The State Regents’ Academic Affairs Procedures Handbook lists the courses needed for admission. The minimum standards to be considered for admission are as follows:

1. Satisfactory completion of at least 60 semester hours of the pre-pharmacy curriculum.
2. Completion of all pre-pharmacy biology, chemistry, mathematics, and physics courses.
3. A minimum CGPA of 2.50.
4. Submission of valid ACT or SAT scores.
5. Submission of Pharmacy College Admission Test (PCAT) scores from a PCAT test taken within 3 years of the date of application.

In addition to meeting these quantitative standards, applicants will be required to appear for a personal interview before a committee composed of faculty members and pharmacy students. Preference will be given to Oklahoma residents.

C. Standards for Retention

In order to be eligible for continued enrollment in the professional program in pharmacy a student must meet the following requirements:

1. Must maintain at least a 2.00 CGPA (based on a four-point scale) during any given academic year.
2. Complete each prescribed course in the curriculum with a minimum grade of “C.”
3. Complete at least 12 hours during the fall and spring semesters.
D. Standards for Graduation

In order to be eligible for graduation from the College of Pharmacy with a Doctor of Pharmacy degree, a student must meet the following requirements.

1. Complete each prescribed course with a minimum grade of "C."

2. Maintain at least a 2.00 CPGA in the professional program.

3. Satisfy a minimum residency requirement of eight semesters or its equivalent while enrolled full-time in the professional program.

3.23.11 NSU College of Optometry

A. Functions

The authorized functions of the Optometry Education Program at NSU are as follows:

1. To establish, maintain and operate a four-year professional program leading toward the Doctor of Optometry (O.D.) degree.

2. To recruit, admit and train a number of optometry students sufficient to meet Oklahoma's need for optometrists, based upon criteria determined by the Oklahoma State Regents for Higher Education in collaboration with the optometry profession and recognized health manpower specialists. In the admission of first-time students, preference shall be given to qualified Oklahoma applicants.

3. To maintain and further develop a professional and support staff capable of operating a quality four-year professional program of optometric education.

4. To establish on the campus at Northeastern State University appropriate classroom and laboratory facilities necessary to support the didactic portion of the four-year professional program in optometry. Also, the institution may establish limited clinical facilities to supplement those external clinical experiences not provided by hospitals, public health agencies, nursing homes, private clinics, and the like.

5. To utilize the clinical facilities of the Hastings Indian Medical Center at Tahlequah as the primary clinical base for the implementation of the four-year professional program in optometry, and to develop agreements with other external clinical agencies as may be necessary to carry out the authorized functions of the professional
program.

6. To cooperate with appropriate health care institutions and agencies toward the improvement of vision care among the public in the institution's geographic area of service.

7. To engage in departmental and other research activities designed to maintain and upgrade the professional skills of the faculty and consequently to improve instruction in the professional program of optometric education.

8. To provide leadership for maintaining and upgrading the quality of the optometry profession in Oklahoma through the provision of continuing education opportunities for practicing members of the profession.

B. Standards for Admission

In order to be eligible for admission to the NSU Professional Program in Optometry Education, a student must meet the following criteria and standards listed below. The State Regents’ Academic Affairs Procedures Handbook lists the courses needed for admission.

1. The applicant must have completed a minimum of ninety (90) semester hours of work at an accredited college or university, which will include the satisfaction of the originating institution's lower-division general education requirement.

2. The applicant must present a transcript showing a composite GPA of at least 2.7, based upon a 4.0 scale.

3. The applicant must have taken the Optometric Admission Test (OAT).

4. The NSU Optometry Education Program will consider applicants for admission from all qualified candidates without regard to age, sex, race or national origin.

C. Retention

For continued enrollment in the program, a student must maintain a CGPA of 2.0 in the professional program. In addition, the student must demonstrate to the satisfaction of the faculty those moral, ethical and professional qualities deemed suitable to the professional practice of optometry.

D. Authorized Fees and Tuition Charges

The fees and tuition charges for professional optometry courses will be established at a level consistent with the fees and charges of other professional health-related programs and charges for courses outside the professional sequence will be the same as those authorized for other courses at Northeastern by academic level.
E. Standards for Graduation
   A student who satisfactorily completes the first two years of the four-year professional optometry program, and who has met the basic admission standard of ninety (90) semester credit hours including the satisfaction of the general education requirement, shall be eligible to receive the bachelor of science degree with a major in vision science. Following receipt of the bachelor of science degree in vision science, a student who satisfactorily completes the final two years of the prescribed four-year professional optometry program shall be eligible to receive the Doctor of Optometry (O.D.) degree.

F. Degrees and Certificates
   A student who satisfactorily completes the four-year professional optometry curriculum shall be awarded the Doctor of Optometry (O.D.) degree. A student who satisfactorily completes the baccalaureate curriculum as described above shall be awarded the Bachelor of Science degree.

3.23.12 OSU College of Veterinary Medicine

A. Functions
   The functions of the College of Veterinary Medicine of OSU shall be as follows:

1. To offer a four-year course of professional training leading to the degree of Doctor of Veterinary Medicine.

2. To offer a two-year upper-division technical training program leading to the degree of Bachelor of Science.

3. To offer courses in the basic sciences leading to the Master of Science and Doctor of Philosophy degrees.

4. To offer graduate clinical training either with or without advanced degree objectives.

5. To offer service courses for students of the several colleges of OSU and other appropriate institutions.

6. To offer continuing education programs for the veterinary medical and related professions.

7. To maintain and operate clinics and hospitals to serve the instructional program.

8. To maintain and operate an animal care and procurement center for the College of Veterinary Medicine and for the university.

9. To work cooperatively with the state in the maintenance and operation of a diagnostic service for the benefit of the state of Oklahoma.

10. To conduct basic and applied veterinary medical
B. Admission Standards

Students are admitted to the OSU College of Veterinary Medicine on the basis of records of academic performance in preparatory studies; personal interviews and references to determine personal characteristics and career motivation; and standard achievement tests. The following specific criteria and standards are hereby adopted for first-time-entering students and transfer students. The State Regents’ Academic Affairs Procedures Handbook lists the courses needed for admission.

In the determination of eligibility for first-year admission to the OSU College of Veterinary Medicine, fully qualified Oklahoma residents shall be given first priority over residents of other states.

1. Nonresident freshman enrollment shall be limited so that the number of nonresident students enrolling in the OSU College of Veterinary Medicine shall not exceed 25 percent of the total College student enrollment. The number of first-year resident students admitted shall be no fewer than 58 and the number of first-year nonresident students shall not exceed 48. Under no circumstances will any nonresident applicant be admitted with admissions qualifications that are below any admitted resident applicant. See the State Regents' Policy Statement on Contract Fees for Nonresident Students located in the fiscal policy section Policy and Procedures Relating to Student Fees and Tuition for a definition of out-of-state contract students.

2. The number of students to be admitted shall be determined in accordance with physical facilities and financial resources available by the Dean of the College of Veterinary Medicine after recommendations of the College faculty and approval by the President of the University.

3. Students applying for first-time admission to the College of Veterinary Medicine shall present a minimum GPA of 2.8 (based on a 4.0 scale) for all courses specifically required for admission to the College of Veterinary Medicine.

4. A limited number of students may be admitted by transfer each year from other accredited colleges to fill the 2nd, 3rd, and 4th year classes back to their original authorized levels. However, the number of nonresident students enrolled at any given time shall not exceed 25 percent of the total enrollment for the college.

5. A maximum of 15 percent of the entering class may be admitted who meet special college admission criteria, but
who do not meet the State Regents' admission criteria. These students must have credentials close to those required of students regularly admitted and must be interviewed. Special consideration should be given to the diversity of the students admitted to the program.

3.23.13 OU College of Law

A. Functions

The authorized functions of the Law Center at the University of Oklahoma shall be as follows:

1. To provide a three-year first-professional program of professional training in law culminating in the awarding of the Juris Doctor degree.

2. To provide advanced graduate and professional degree programs in the Law School designed to produce research scholars and specialists.

3. To provide continuing legal education for members of the bench and the bar through special courses, institutes and seminars, including the publication of appropriate materials in support of this function.

4. To provide nonprofessional legal training degree programs, vocational programs and programs designed for persons already qualified in professions other than the legal profession, which programs, when authorized, may culminate in the awarding of degrees or certificates of achievement.

5. To provide, upon request, service courses in law for institutions in The Oklahoma State System of Higher Education, with academic credit for such service courses to be granted by the requesting institution.

6. To provide a law library which supports the scholarly and instructional activities of the Law Center’s faculty, staff, and students and which serves the informational needs of the University, the legal community, and the public.

7. To provide for the publication of legal periodicals such as, but not limited to, the Oklahoma Law Review, the American Indian Law Review, and the Oklahoma Journal of Law and Technology with the proceeds from the sale of such periodicals, together with royalty payments or charges for permission to use copyrighted material therefrom, to be held by the Law School for its exclusive use.

B. Admission

1. An applicant for admission to the College of Law must have a baccalaureate degree and must have taken the Law School Admission Test (LSAT); provided that a
limited number of students with superior undergraduate grades and LSAT scores may be eligible for admission to the Law School after the successful completion of 90 hours of undergraduate study. To be eligible for admission to the College of Law with advanced standing, applicants must have satisfactorily completed at least one full semester or equivalent of work at an American Bar Association accredited law school.

2. The number of students to be admitted shall be determined in accordance with physical facilities and financial resources available by the President of the University upon recommendations of the Dean of the College of Law.

3. Undergraduate College Grade Point Averages and scores on the LSAT shall be used as the primary factor in the screening and selection of students for admission purposes. Other factors, such as proven leadership ability, real life experiences, and success in college extra curricular activities may be considered.

4. Nonresident freshman enrollment shall be limited so that the number of nonresident students enrolling in the College of Law shall not exceed 15 percent of the total law student enrollment. Upon request of the Oklahoma State Regents for Higher Education or the Chancellor, a report on the number of nonresident students admitted each year with subsequent retention, graduation, and placement information will be provided.

5. Any student who has been admitted to the College of Law to begin his or her study with a given class but who cannot enter because of military service shall be re-admitted at the first enrollment after the expiration of his or her original term of military service upon renewal of his or her application.

3.23.14 Program Standards for Teacher Education Programs

The State Regents have set standards for several areas within teacher education programs including admission, general education, required teaching competencies, articulation, and teacher education faculty. For specific details on teacher education program standards, see the State Regents’ Teacher Education Policy.

3.23.15 Program Standards for Nurse Education

A. Associate Degree Nursing Programs

1. Institutions Eligible to Offer Programs

Associate degree nursing programs may be offered at institutions in the State System provided (a) there is a need for the program in the area served by the college and (b) adequate resources are available at the institution
to support the program.

2. Procedures for Program Approval

Institutions desiring to offer associate degree nursing programs should first make application to the State Regents to establish eligibility. Following establishment of eligibility, the institution should proceed to develop the educational program in collaboration with the Oklahoma Board of Nursing (OBN). The State Regents coordinate consultation with qualified nursing educators to assist institutional officials in program development. After the program has been developed, formal application for program approval should be made to the State Regents following the Academic Program Approval policy.

3. Educational Standards

The standards for nursing education programs offered at institutions in the State System are as follows:

a. Institutions eligible to offer associate degree nursing programs will be expected to formulate proposed standards for the admission of students which will provide reasonable assurance of their successful completion of the program. The standards shall be submitted to the State Regents for approval.

b. Faculty members who teach the nursing courses shall have qualifications comparable to other members of the faculty and shall be entitled to the same benefits and have similar responsibilities as other faculty members.

c. The curriculum of the nursing program should meet the standards recommended by the National League for Nursing Accrediting Commission (NLNAC) or the Commission on Collegiate Nursing Education (CCNE) and when developed should be submitted to the OBN and the State Regents for final approval.

d. Students who complete the curriculum will be expected to meet the graduation standards of the institution and shall be awarded the associate degree.

e. Graduates of the program shall be eligible to make application to the OBN for examination for licensure as a registered nurse.

4. Accreditation

Accreditation of institutions approved to offer associate degree nursing programs is required. The institution
must meet the standards of the OBN and hold provisional or full approval from the OBN while proceeding with the necessary steps to attain accreditation by the National League for Nursing NLNAC or the CCNE within a reasonable time.

B. Baccalaureate Degree Nursing Programs

1. Institutions Eligible to Offer Programs

Baccalaureate degree nursing programs may be offered at institutions in the State System provided (a) there is a need for the program in the area served by the college, and (b) adequate resources are available to support the program.

2. Procedures for Program Approval

Institutions desiring to offer baccalaureate degree nursing programs should first make application to the State Regents to establish institutional eligibility. Following establishment of eligibility, the institution should proceed to develop the educational program in collaboration with OBN. The State Regents will coordinate consultation with qualified nursing educators to assist institutional officials in program development. After the program has been developed, formal application for program approval should be made to the State Regents following the Academic Program Approval policy.

3. Educational Standards

The standards for nursing education programs offered at institutions in the State System are as follows:

a. Institutions eligible to offer baccalaureate degree nursing programs will be expected to formulate proposed standards for the admission of students which will provide reasonable assurance of their successful completion of the program. The standards shall be submitted to the State Regents for approval.

b. Faculty members who teach the nursing courses shall have qualifications comparable to other members of the faculty and shall be entitled to the same benefits and have similar responsibilities as other faculty members.

c. The curriculum of the nursing program should meet the standards recommended by the NLNAC or the CCNE and when developed should be submitted to the OBN and the Oklahoma State Regents for final approval.

d. Students who complete the curriculum will be
expected to meet the graduation standards of the institution and shall be awarded the bachelors degree.

e. Graduates of the program shall be eligible to make application to the Oklahoma Board of Nursing for examination for licensure as a registered nurse.

4. Accreditation

Accreditation of institutions approved to offer bachelors degree nursing programs may be extended by the State Regents on a year-to-year basis until the first class is graduated. The State Regents' accreditation standards will be based on and consistent with those of the National League for Nursing. Institutions offering nursing programs will be expected to proceed with the necessary steps to attain accreditation by The National League for Nursing within a reasonable time. There is a recognized need for trained manpower in the field of professional nursing. Where appropriate, institutions may desire to develop proposed program offerings in this field. The staff of the State Regents' Office will be available to advise with institutional administrators regarding the need for nursing programs as reflected by results of research and study related to this area of manpower need. Accreditation of institutions approved to offer baccalaureate degree nursing programs is required. The institution must meet OBN standards and hold provisional or full approval from the OBN while proceeding with the necessary steps to attain accreditation by the NLNAC or the CCNE within a reasonable time.

3.23.16 Program Standards for the OU College of Nursing Doctor of Nursing Practice

A. Functions

The OU College of Nursing Doctor of Nursing Practice (DNP) program is a post master’s option specifically for advanced practice registered nurses serving as nurse practitioners and clinical nurse specialists. This program will prepare nurse leaders in unique interdisciplinary and interprofessional environments such as:

- Clinical scholars.
- Health care and policy leaders.
- Evidence-based practice experts.
- Quality improvement leaders.
- Informatics leaders.
B. Program Standards

Admission, grading, promotion and graduation standards will be determined by college faculty in accordance with the National League for Nursing Accrediting Commission (NLNAC) standards and will be outlined in policies published in the College of Nursing policy and procedures and in the College of Nursing Student Handbook.

The State Regents’ Academic Affairs Procedures Handbook lists the courses needed for admission.

3.23.17 LU School of Physical Therapy

A. Functions

The LU School of Physical Therapy was established to address the academic functions in the first professional degree program, the Doctor of Physical Therapy (DPT), and to develop graduate post-professional education opportunities. The functions for the DPT program at LU are as follows:

1. To educate individuals who have the desire to be professional physical therapists and will practice primary care physical therapy in communities with diverse racial and ethnic populations.

2. To educate the graduates of the DPT program to assume the role of professionals who will adhere to the standards of practice of the physical therapy profession.

3. To acculturate the graduates to primary care physical therapy and community health needs of individuals with diverse cultural and ethnic backgrounds living in rural or urban communities.

4. To prepare the DPT graduates as clinical generalists who will work in primary care physical therapy to provide physical therapy services to individuals of all ages who present with disease, injury, impairment, functional limitation and disability.

5. To prepare the DPT graduate to pursue evidence-based clinical practice that is founded on the principles of scientific inquiry and research and leads to best-practice options for physical therapists.

6. To promote the importance of life-long learning and self-directed professional development.

7. To provide the DPT graduates with exemplary role models in professional education, clinical research, clinical practice, and community leadership through the University’s and the School of Physical Therapy’s record of scholarship, clinical practice and community responsibility.
B. Standards for Admission

The minimum standards to be considered for admission are as follows:

1. Completed requirements for a baccalaureate degree at an accredited college or university with a minimum GPA of 3.0 on a scale of 4.0.

2. Complete the DPT Program specified prerequisite courses with a "C" or better grade in each course and an overall GPA of 2.5 for the prerequisite courses. Prerequisite courses must have been completed within the last 10 years. The State Regents’ Academic Affairs Procedures Handbook includes a list of the Prerequisite courses for admission to the DPT program.

3. Submit official undergraduate and graduate transcript(s) directly from all previously attended institutions to the School of Physical Therapy.

4. Submit three recommendations from academic advisors or individuals who can address the potential for success of the applicant.

5. Submit an autobiographical statement.

6. Submit scores from the Graduate Record Examination (GRE) directly to the School of Physical Therapy.

7. Submit documentation of 50 clinical observation hours with a licensed physical therapist.

8. Qualified applicants will complete an interview with the School of Physical Therapy Selection and Admissions Committee Members.

C. Standards for Retention

In order to be eligible for continued enrollment in the DPT program, a student must meet the following requirements:

1. Must earn a grade of “C” or better in each course and must have a GPA of 3.0 each semester to be a student in good standing.

2. Students with a GPA less than 3.0 but greater than or equal to a 2.6 will be placed on academic probation.

3. Students on academic probation must achieve a minimum GPA of 3.0 in the subsequent semester and continue to improve cumulative GPA each semester for continued enrollment in the program.

4. Students on academic probation must achieve a cumulative GPA of 3.0 by the end of the didactic coursework requirement in the summer semester of Year III to proceed to complete clinical education requirements for graduation.
5. Students enrolled in the clinical education courses must achieve the minimum performance standards set for each of the performance criteria.

6. Students must complete the courses in the sequence that the curriculum offers as presented in the DPT program course of study.

D. Standards for Graduation

Graduation standards will be determined by college faculty in accordance with the American Physical Therapy Association’s Commission on Accreditation of Physical Therapy Education standards and will be outlined in policies published in the School of Physical Therapy policy and procedures and in the School of Physical Therapy Student Handbook.

3.23.18 Program Standards for Health Education with External Clinical Components

Colleges and universities of the State System seeking to offer undergraduate programs of health education based in part on clinical training provided by external agencies shall do so only upon prior approval by the State Regents. The following statement is designed to facilitate the observance of uniform standards and practices among institutions awarding academic credit or granting academic degrees or certificates based on clinical training taken by students in hospitals or other external clinical settings.

A. General Principles

1. Colleges and universities are responsible to the public for the content and quality of their educational programs, including those in which the clinical part of the program is carried out by an external institution or agency.

2. Academic degrees or certificates conferred by institutions in health-related fields are typically based upon a combination of general education, preclinical specialized and related education, and specialized clinical training. The proportion of student credit hours devoted to each kind of education will vary depending upon the academic level, degree to be conferred, and field of training. However, the clinical component of health-related programs should probably not exceed 50 percent of a two-year program or 25 percent of a four-year program.

3. A student taking clinical training in a hospital or other external clinical setting must be enrolled in a college or university and must have paid his or her fees before an institution can certify that he or she is a bona fide
student for any purpose, including certification to enable students to qualify for participation in a student assistance program.

B. Standards Relating to the Academic Calendar

Programs of clinical training carried out by hospitals and other external agencies will be expected to meet the same calendar standards applicable to colleges and universities of the State System. Although it is not expected that external agencies will conform to the calendar framework of the academic semester, students taking clinical training will be required to complete a requisite number of didactic and laboratory class hours to meet the standards contained in the State Regents’ Academic Calendars policy.

C. Standards Related to Licensure and Accreditation

Students completing health education programs utilizing an external clinical component must be eligible to qualify for state licensure or certification in the field in which the education and training has been received. Also the sponsoring institution will be expected to move toward accreditation by a national agency recognized by the Council on Postsecondary Accreditation within a reasonable length of time.

D. Relationships between Academic Institutions and Clinical Agencies

1. Colleges and universities will be expected to make appropriate arrangements for the clinical portion of students' training which takes place in external agencies based upon bilateral affiliation agreements between institutions and clinical agencies.

2. Academic standards for admission of students to the clinical portion of health-related programs shall be consistent with standards utilized by colleges or universities for admission to the clinical or internship portion of other academic programs on the same level.

3. Colleges and universities can reasonably expect to reimburse clinical agencies for that portion of employee time and resources which can be identified as educational in nature and for which the clinical agency is not otherwise reimbursed.

4. Responsibility for assessing student achievement and for awarding academic credit shall lie with the academic institution, whenever students are utilizing the clinical component of their health-related programs for application toward an academic degree or certificate.

E. Standards Relating to Awarding Academic Credit

1. Colleges and universities desiring to award academic
credit for work taken by students engaged in clinical training carried out by external agencies shall submit requests for approval of specialized course offerings to the State Regents prior to the signing of affiliation agreements with external clinical agencies. Such requests shall describe the nature and content of each specialized course to be carried out by the external agency, together with the methodology to be utilized for the particular course offering, the qualifications of the personnel responsible for each course and the like.

2. Following completion of students' clinical training, the sponsoring college or university shall place on students' transcripts the name of each specialized clinical course undertaken, the appropriate academic mark earned by students in each course, and the name of the external clinical agency in which the specialized training occurred. The granting of block credit by institutions for clinical training without course-by-course designation is not authorized.

3. The awarding of academic credit or the conferring of academic degrees or certificates by colleges and universities shall not be contingent upon the passing of a state licensure examination or a standardized national board examination, without the express and prior approval of the State Regents.

4. Institutions desiring to award advanced standing credit for clinical training carried out by hospitals or other clinical agencies shall do so in accordance with the State Regents' Credit for Prior Learning policy.

3.23.19 Program Standards for Business Education

This statement guides the State Regents and institutions of the State System with respect to the educational standards and the graduation requirements of business programs (associate in applied science degrees are exempt). The standards and requirements are to coordinate with the economic development functions of institutions as described in the State Regents’ Functions of Public Institutions policy.

A. Education Standards

The program curriculum shall:

1. Be integrated with and incorporate the input of an active community-based advisory board, including applicable business and industry leaders.

2. Include an entrepreneurial component that promotes enterprise development.

3. Include a student internship component or similar experience that ties classroom learning to business
applications and provides feedback which may be used in future curriculum development.

4. Integrate technology into course content and delivery.

5. Systematically determine technology needs and develop a technology investment policy based on the evaluation of the desired student outcomes.

B. Accountability

Institutions shall conduct business program reviews that:

1. Collect data to compare program performance with a cohort of like institutions.

2. Evaluate student retention and graduation rates for university programs and transfer rates for community colleges with the goal of continued improvement.

3. Evaluate the demand for and uniqueness of the program to assure that it is not unnecessarily duplicative of existing programs (see the State Regents’ Academic Program Review policy). If the program is found to be unnecessarily duplicative, the institution should work to collaboratively meet program need with another institution(s).

4. Collect data from alumni in the workplace to ensure that program objectives and student outcomes are congruent.

C. Graduation Requirements

The program shall:

1. Provide comprehensive career services including career counseling, job fairs, resume preparation, interviewing skills, and placement services. Such services should be publicized and readily available to students.

2. Require students to complete a capstone course or project that integrates business disciplines, incorporates practical field experience, and business applications.

3. Develop student learning outcomes standards and require students to demonstrate the designated learning competencies on appropriate assessments prior to graduation.

To monitor the progress, institutions are required to include planning and implementation information for business programs and economic development efforts within their annual academic plans.
AGENDA ITEM #10-c:

Policy.

SUBJECT: Approval of revisions to the State Regents’ Institutional Accreditation policy.

RECOMMENDATION:

It is recommended that the State Regents’ approve revisions to the Institutional Accreditation policy, as described below.

BACKGROUND:

On October 29, 2010, the United States Department of Education (USDE) published final regulations addressing program integrity and student aid programs. The regulations created rules and definitions covering a wide range of issues affecting colleges and universities as well as state higher education agencies. Most notably, a state authorization regulation, which is detailed in 600.9 of Title 34, United States Code, was established to strengthen consumer protection and increase institutional accountability. As a result of this regulation, to maintain eligibility to award federal financial aid, a higher education institution must obtain authorization in each state in which it is physically located.

To ensure students attending private degree granting institutions and out-of-state public degree granting institutions that operate in Oklahoma do not unnecessarily lose their federal financial aid, Senate Bill 1157, which was signed by Governor Fallin on April 26, 2016, established the statutory basis for a state authorization process. As a result of this legislation, which is effective November 1, 2016, private degree granting institutions and out-of-state public degree granting institutions that operate in Oklahoma are required to comply with a state authorization policy provision that is established by the State Regents. Furthermore, in an effort to meet the intent of the federal regulation, Senate Bill 1157 limits the scope of the State Regents’ policy provision to a complaint process, standards for operation, stipulations for a written enrollment agreement between the institution and the student, and reporting requirements.

Senate Bill 1157 also exempts private institutions that participate in the Oklahoma Tuition Equalization Grant program (OTEG), which is a program that awards grants to Oklahoma residents enrolled as full-time undergraduate students at qualified Oklahoma not-for-profit, private higher education institutions, from being subject to the requirements detailed therein. Therefore, OTEG institutions will not be subject to the State Regents’ state authorization policy provision.

In addition to detailing the statutorily mandated State Regents’ state authorization function, Senate Bill 1157 also amended the acceptable forms of accreditation that make a private institution or an out-of-state public institution eligible to seek approval to operate as a degree granting institution. Prior to Senate Bill 1157, to operate as a higher education institution in Oklahoma, a private institution or out-of-state public institution had to be accredited by one of the following: 1) a regional accrediting agency recognized by the USDE; 2) a national accrediting agency recognized by the USDE; or 3) the State Regents. While it is critical to recognize that the statuary amendment
eliminated the third accreditation option, State Regents’ accreditation, it is also essential to point out that all of the private degree granting institutions and out-of-state public degree granting institutions operating in Oklahoma are accredited by a national or regional accrediting agency that is recognized by the USDE. Equally important, the State Regents have not formally accredited an institution since the 1990’s; thus, accreditation has been an obsolete State Regents’ function for many years. As a result of these issues, the revised statutory accreditation criteria will not impact the process by which private degree granting institutions and out-of-state public degree granting institutions are accredited.

POLICY ISSUES:

Substantive revisions to the Institutional Accreditation policy were made to meet the statutorily mandated functions that are prescribed in Senate Bill 1157. The proposed updates specify the institutional eligibility requirements to seek approval to operate as a degree granting institution in Oklahoma and the conditions that institutions shall meet to continually operate therein.

ANALYSIS:

The proposed revisions to the Institutional Accreditation policy align with Senate Bill 1157 and provide the oversight needed to increase institutional accountability and establish consumer protection against disseminating inaccurate information and misleading both current and prospective students. The proposed substantive revisions to the Institutional Accreditation policy are outlined below:

3.1.1-Title
The title of the policy was changed to the Institutional Accreditation and State Authorization policy to align with terminology used in 600.9 of Title 34, United States Code and Senate Bill 1157.

3.1.1-Basis of Authorization
This section of this policy was revised to reflect the statutory basis for authorization to operate as a private degree granting institution or an out-of-state public degree granting institution.

3.1.2 –Definitions
The revisions update existing definitions to provide better guidance to institutions regarding policy language and add definitions to the policy for the following terms: academic degree, asynchronous, degree granting institution, deleted program, enrollment agreement, financial responsibility composite score, institutional director, non-degree granting activity, Oklahoma Tuition Equalization Grant Program, out-of-state public institution, private institution, program, State Authorization Reciprocity Agreement, suspended program, and synchronous.

3.1.4 Private Institutions and Out-of-State Public Institutions
The revisions specify the statutorily defined eligibility criteria and detail policy requirements for private institutions and out-of-state public institutions to operate as a degree granting institution in Oklahoma. Each requirement in this section falls within the scope of the legislatively defined policy parameters: standards for operation, including a reference to adhering to an existing student complaint process provision that is detailed in policy section 3.1.6; enrollment agreement requirements; and reporting requirements. Additionally, in event that State Regents’ staff issues a recommendation to deny, revoke, or not renew an institution’s ability to operate as a degree granting institution in Oklahoma, this section also includes an institutional appeal provision to ensure that there is procedural due process.
Additionally, the existing language in policy section 3.1.4 was deleted because it detailed the requirements for an institution to seek State Regents’ accreditation. Based on Senate Bill 1157, State Regents’ accreditation is no longer a viable accreditation option to legally operate in Oklahoma; thus it is necessary to eliminate the policy language that details the procedures and standards associated with such accreditation.

It is recommended that the State Regents approve the amendments to this policy as outlined above. The revisions to this policy will be effective November, 1, 2016.

Attachment
3. ACADEMIC AFFAIRS POLICY

3.1 INSTITUTIONAL ACCREDITATION AND STATE AUTHORIZATION

3.1.1 Purpose

A. Basis of Authorization

The Oklahoma Higher Education Code, enacted by the Oklahoma Legislature, states:

1. Any persons, group, or other entity, establishing a private educational institution shall do so only as a corporation organized or domesticated under the laws of Oklahoma (70 O.S. §4101). A private educational institution shall be accredited under rules promulgated and adopted by the Oklahoma State Regents for Higher Education unless such institution is accredited by a national or regional accrediting agency which is recognized by the Secretary of the United States Department of Education as a reliable authority as to the quality of education or training offered by institutions of higher education for the purposes of the Higher Education Act of 1965, as amended. A private educational institution shall grant only those degrees authorized by the Oklahoma State Regents for Higher Education unless approved otherwise by a national or regional accrediting agency which is recognized by the Secretary of the United States Department of Education as a reliable authority as to the quality of education or training offered by institutions of higher education for the purposes of the Higher Education Act of 1965, as amended (70 O.S. §4101 §4103; and §4104 (2001)).

2. All private and out-of-state public degree-granting institutions shall be accredited by a national or regional accrediting agency which is recognized by the Secretary of the United States Department of Education (USDE) as a reliable authority as to the quality of education or training offered by institutions of higher education for the purposes of the Higher Education Act of 1965, as amended. Additionally, for the purposes of consumer protection and to maintain financial eligibility for Title IV funding as described in 34 CFR Part 600, institutions shall be authorized according to the policies and procedures established by the Oklahoma State Regents for Higher Education. These policies and procedures shall be limited to a complaint process provision, standards for operation, stipulations for a written enrollment agreement between the institution and the student, and reporting requirements. The following institutions shall be exempt from this section (70 O.S.
§4103): 

a. Private institutions participating in the Oklahoma Tuition Equalization Grant program; and 

b. Out-of-state public and private institutions participating in a state authorization reciprocity agreement that only conduct activities in Oklahoma that are acceptable under the terms and conditions of the state authorization reciprocity agreement.

3. Non-exempt institutions engaged in non-degree granting activities, such as offering certificates and diplomas, shall be subject to the standards administered by the Oklahoma Board of Private Vocational Schools (70 O.S. §4103).

B. Purpose

Consumer Protection. The primary purpose of this policy is to protect Oklahoma citizens by ensuring that higher education institutions meet statutory and policy requirements regarding institutional quality. To operate as a college or university in Oklahoma and award college credit or degrees institutions must be accredited by one of the following three entities: a regional accrediting agency, a recognized national accrediting agency, or the State Regents as defined in this policy.

3.1.2 Definitions

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

“Academic Degree” is defined as any associate, baccalaureate, first professional, master’s, intermediate (specialist) or doctorate degree and any variations of these words to describe postsecondary education.

“Accreditation” is the process used by the State Regents or other entities recognized by the U.S. Department Education (USDE) to ensure postsecondary education providers meet and maintain minimum standards of quality and integrity regarding academics, administration, and related services is the status of public recognition that a national or regional accrediting agency, which is recognized by the United States Department of Education, grants to an educational institution that meets the agency’s standards and requirements.

“Applicant” is an institution that has formally applied for initial or renewal of State Regents’ accreditation status. Additionally, regionally or nationally accredited institutions seeking to coordinate with the State System are considered applicants.

“Asynchronous” is defined as learning in which student and faculty are not present and available simultaneously. Regular communication and instruction may be facilitated by e-mail, discussion boards, or other electronic formats.
“Comprehensive Evaluation” is the process of evaluation for both initial and renewal of State Regents’ accreditation that determines whether an institution meets the standards of educational quality detailed in this policy. The programs and operations of the institution are examined through the self-study and peer review process.

“Degree” is an academic credential conferred by a college or university as official recognition for the successful completion of an instructional program.

“Degree-Granting Institution” is defined as an institution that offers education leading to an associate’s degree or higher.

“Deleted Program” is defined as a program that has been deleted from the institution’s academic degree program inventory.

“Enrollment Agreement” is defined as a contract that establishes the relationship and obligations of the institution and the student. The enrollment agreement specifies the conditions under which the institution will provide educational instruction to the student named on the enrollment agreement. The enrollment agreement also specifies all costs the student must pay in order to enroll in and undertake completion of a specific academic program.

“Evaluation Team” is a group of peer evaluators selected by the State Regents to gather and analyze information and conduct an on-site evaluation of an institution’s programs and operations to determine if an institution meets the State Regents’ Standards of Educational Quality detailed in this policy.

“Evaluation Visit” is a visit to the institution by the evaluation team to analyze and evaluate an institution’s ability to deliver and support quality courses and programs in the state of Oklahoma.

“Focused Visit” is an onsite visit conducted by an evaluation team to evaluate specific institutional developments and changes, or revisit concerns identified by a previous evaluation team.

“Financial Responsibility Composite Score” is defined as a USDE issued score to determine a private institution’s financial stability for Title IV participation.

“Institutional Director” is defined as the institutional administrator designated by the institution to assume responsibility for the conduct of the institution and its agents within this policy.

“Non-Degree Granting Activity” is defined as offering education or training that does not lead to an associate’s degree or higher.

“Oklahoma Tuition Equalization Grant Program” is defined as a need-based grant program that awards grants to Oklahoma residents enrolled as full-time undergraduates at qualified Oklahoma not-for-profit, private/independent institutions of higher education.

“Out-of-State Public Institution” is defined by any public institution with a physical presence in Oklahoma that is established, operated, and governed by another state or any of its political subdivisions.

“Physical Presence” is defined as having a physical location (i.e., brick
and mortar), post office box, telephone or facsimile number originating within Oklahoma, offering courses or academic programs at a physical location or convening students for any purpose in Oklahoma, is defined as activities or operations at a geographic location in Oklahoma that require State Regents’ authorization. See the special section on physical presence below for more detailed information.

“Private Institution” is defined as an educational institution with a physical presence in Oklahoma, which is controlled by a private individual(s) or by a nongovernmental agency, usually supported primarily by other than public funds, and operated by other than publicly elected or appointed officials. These institutions may be either for-profit or non-profit. Consistent with 70 O.S. §4103, private institutions that participate in the Oklahoma Tuition Equalization Grant program are exempt from policy section 3.1.4.

“Private Higher Education Institution” is a private, denominational, or other two-year or four-year college or university which offers courses beyond the twelfth grade for which students earn credit and may be applied to satisfy the requirements for an associate’s, baccalaureate, graduate, or professional degree.

“Program” is defined as a sequentially organized series of courses and other educational experiences designed to culminate in a postsecondary academic degree (instructional program, academic program, and course of study are considered synonymous). For the purposes of this policy, certificates and diplomas are not considered programs and the authorization to offer such credentials falls under the jurisdiction of the Oklahoma Board of Private and Vocational Schools.

“Recognized National Accrediting Agency” is an accrediting agency recognized by the Secretary of the USDE (Secretary) as a reliable authority as to the quality of higher education institutions under Code of Federal Regulations 34 CFR §602. The Secretary periodically publishes in the Federal Register a list of recognized accrediting agencies and the scope of each agency’s recognition, e.g., the types of institutions the agency may accredit, the degrees and certificates awarded, the geographic area, and the pre accreditation status(es) that the Secretary has approved for recognition.

“Regional Accrediting Agency” is a nationally recognized accrediting agency whose geographic scope has been defined by the Secretary to include at least three states that are contiguous or in close proximity to one another. Regional accrediting agency is a voluntary non-governmental organization that establishes criteria for educational quality in the geographic region. The Higher Learning Commission of the North Central Association of Colleges and Universities (HLC) accredits public and private/independent institutions in Oklahoma. The HLC evaluates institutions based on Eligibility Requirements (ER) and the Criteria for Accreditation and accredits those institutions that meet these requirements.

“Review Panel” is a three-member panel appointed by the Chancellor if the institution objects to the evaluation team’s State Regents’ staff recommendation of one of the following: denial, nonrenewal, or
revocation of accreditation authorization. The review panel examines the evaluation team’s State Regents’ staff report and rationale for the recommendations and makes a formal recommendation on the institution’s status to the Chancellor for action by the State Regents.

“Self-Study Report” is a comprehensive description of the institution’s own evaluation of its effectiveness and the extent of its compliance with the State Regents’ Standards of Educational Quality and the HLC’s Criteria for Accreditation. Additionally, the institution must indicate its compliance with HLC’s ERs in the self-study. The report serves as a key component in the evaluation conducted by the visiting team. The document also describes the process by which the self-study report was conducted.

“State Authorization Reciprocity Agreement” is defined as an agreement among states, districts, and territories that establishes comparable standards for providing distance education form their postsecondary educational institutions and out-of-state students.

“Suspended Program” is defined as a program that has been suspended from the institution’s academic degree program inventory.

“Synchronous” is defined as learning that takes place when students and/or faculty are in different geographical locations, but interact (or meet) in real-time using technology.

“Team Chairman” is an experienced evaluation team member who leads the evaluation team visit and prepares the team report consistent with State Regents' policy and using HLC guidelines for the evaluation visit and team report. The chairman is responsible for submitting the completed team report including recommendations to the Chancellor within ten working days of the evaluation visit.

“Transferability” refers to credits earned by students at institutions accredited by a regional accrediting agency or the State Regents accepted for transfer at face value into like programs at institutions in the State System (and on a voluntary basis by private/independent institutions) consistent with the State Regents’ Undergraduate Transfer and Articulation Policy. Credits earned by a student at an institution accredited by a recognized national accrediting agency may be reviewed on a course-by-course basis, for possible transfer to an institution in the State System (and on a voluntary basis by private/independent institutions).

3.1.3 Accredited In-and Out-of-State State System Institutions

A. In-State Institutions

State System institutions are accredited by the Higher Learning Commission. For information purposes, public institutions will provide copies of self-study reports and final evaluation reports in a timely manner. This information will be reviewed and summarized for the State Regents. Private/independent institutions may provide copies of these reports on a voluntary basis.

B. Out-of-State Institutions
In- and out-of-state higher education institutions that are nationally or regionally accredited may become coordinated with the Oklahoma State Regents for Higher Education (OSRHE) by submitting a request to the Chancellor. The request will include written verification and a description of its accreditation status including authorization to offer courses and programs in other states. Additionally, the request must include a course catalog, anticipated course and program offerings, faculty hiring procedures and qualifications, tuition and fee structure, and the location where courses and programs will be offered. Once coordinated with the OSRHE, changes in the institution's accreditation status or programs offered must be reported immediately to the Chancellor.

Out-of-state institutions nationally or regionally accredited, as noted in the preceding paragraph, offering college-level courses and programs in Oklahoma via electronic technology are expected to adhere to the same high standards of program delivery as Oklahoma institutions subscribe. Therefore, out-of-state institutions are encouraged strongly to follow the academic standards outlined in the State Regents' Electronically Delivered and Traditional Off-Campus Courses and Programs policy.

Institutions that offer college-level courses and programs completely online, with no physical presence in Oklahoma, do not fall under the jurisdiction of this policy. For the purpose of this policy, for programs otherwise completely online, physical presence does not include media advertisements or entering into an arrangement with any business, organization, or similar entity located in Oklahoma for the purposes of providing a clinical externship, internship, student teaching, or similar opportunity. The onus shall be on the student for entering into an agreement for these activities.

3.1.4 Private Institutions and Out-of-State Public Institutions

A. To operate as a degree granting institution in Oklahoma a private institution or an out-of-state institution shall:

1. Be accredited by a national or regional agency which is recognized by the Secretary of the USDE; and

2. Submit an application and receive authorization from the State Regents. Upon receiving an application for authorization to operate as a degree granting institution in the State of Oklahoma, State Regents’ staff shall review the application to determine if the institution satisfies the criteria detailed in policy section 3.1.4.

B. Physical Presence

For the purposes of this policy section 3.1.4, any of the following activities constitute a physical presence for a private institution or out-of-state public institution. Therefore, a private institution or public institution shall be subject to policy section 3.1.4 if any of the following occur:
1. The private or out-of-state public institution offers college level credit in the state that leads to an academic degree, including:
   a. Establishing a physical location in the State of Oklahoma for students to receive synchronous or asynchronous instruction;
   b. Requiring students to physically meet at a location in the State of Oklahoma for institutional purposes that comprise more than two (2) class periods equivalent to six (6) hours; or
   c. Providing an offering in the nature of a short course or seminar, if instruction for the short course or seminar is greater than twenty (20) contact hours.

2. The private institution or out-of-state public institution establishes an administration office in the state including:
   a. Maintaining an administrative office in the State of Oklahoma for the purpose of providing information to prospective students or the general public about the institution, enrolling students, or providing services to enrolled students;
   b. Providing office space to instructional or non-instructional staff; or
   c. Establishing an institutional mailing address, post-office box, street address, or phone number in the State of Oklahoma.

C. Standards for Operation

A private institution or out-of-state public institution shall:

1. Provide prospective and current students with a printed catalog, upon request, or make an electronic version of the catalog accessible on the institution’s website. At minimum, the catalog shall include the following:
   a. A general institutional admission policy as well as specialized admission policies for specific programs;
   b. The purpose, duration, and objectives of each program offered by the institution;
   c. Student costs, including tuition, and an itemized listing of all the mandatory fees, as well as refund and financial aid policies;
   d. The institution’s calendar, including the beginning and end dates for each instructional term, holidays, and registration and withdrawal dates;
   e. An institutional policy regarding the transfer of
credit earned at another institution of higher education; and

f. A disclosure statement noting the transferability of credit awarded by the institution is at the discretion of the receiving institution.

2. Provide prospective and current students, upon request, with a copy of the documents describing the institution’s accreditation and its state, federal, or tribal approval or licensing.

3. Designate one individual as an institutional director who is responsible for maintenance of proper administrative records and all other administrative matters related to this policy. Additionally, the institutional director shall serve as the official point of contact for all business between the institution and State Regents’ staff.

4. Disclose accurate information regarding its accreditation status, as detailed in policy section 3.1.5.

5. Not use fraud or misrepresentation in advertising or publications, as detailed in policy section 3.1.5.

6. Establish a clearly understood and published student complaint process as detailed in policy section 3.1.6.

7. In the event of an imminent closure or loss of institutional accreditation, adhere to policy section 3.1.7.

D. Enrollment Agreement

Prior to accepting payment, a private institution or out-of-state public institution shall provide the student with an enrollment agreement that explicitly details the obligations of the institution and the students as well as the enrollment period for which the agreement applies. The enrollment agreement shall be written in a manner that can be understood by all prospective students, regardless of the educational level of the individual. Upon completing the enrollment agreement, the student shall receive a paper copy and/or electronic copy and the private institution or out-of-state public institution shall retain the original document for record keeping purposes. Each agreement, at minimum, shall include the following:

1. The name and address of the institution and the addresses where the instruction will be provided;

2. The title of the program or each course in which the student is enrolling, as listed in the course catalog;

3. Time period for which the enrollment agreement covers;

4. The total number of credit hours, clock hours, or other increment required to complete the degree program;

5. Total costs of the program, including itemized separate costs for tuition, fees, books, any required equipment
6. The basis for termination of the enrollment agreement by the institution before the student’s completion of the program or each course;

7. The date by which the student must exercise his or her right to cancel or withdraw;

8. A statement disclaiming any guarantee of employment for the student after the program or each course is completed;

9. A transfer disclosure statement noting there is not a guarantee that the credits earned at the institution will transfer and that any decision about the applicability of credit and whether it should be accepted is at the discretion of the receiving institution;

10. An acknowledgement that the student who signs the enrollment agreement has read and received an electronic or paper copy of the agreement;

11. Signature of the student and date signed; and

12. Signature of the appropriate school official and acceptance date.

E. Reporting Requirements

1. Each institution that is authorized to operate shall provide an annual report in a form prescribed by the State Regents. The report will include, but may not be limited to, information pertaining to enrollment, graduation, credentials awarded, and financial aid.

2. In addition to the annual report, a private institution or out-of-state public institution shall provide the Chancellor:

   a. Notice of a change in ownership or form of control, which may include, but is not limited to: the sale of the institution, the merger of two or more institutions, the division of one institution into two or more institutions, or a conversion of the institution from a for-profit institution to a non-profit or a non-profit institution to a for-profit;

   b. Notice of offering a program at a new location;

   c. Notice of offering a new program;

   d. Notice of deleting or suspending a program. The institution shall also detail its teach-out plan or how the students will be advised regarding other options;

   e. Notice of an action or review by the institution’s accrediting body concerning the institution’s accreditation status, including, but not limited to,
reaffirmation or loss of accreditation or any sanction relative to the institution’s level of accreditation such as, but not limited to, warning, probation, or show cause. In addition, the institution shall immediately provide notice if the institution’s accrediting body is no longer recognized by the Secretary of the USDE; 

f. Notice of information related to a Title IV program review conducted by the USDE. A private institution receiving a USDE financial responsibility score below 1.5 shall also provide documentation to substantiate that the institution completed any necessary actions(s) required to retain Title IV funding eligibility; and

g. Notice of appointing a new institutional director.

F. Procedures for Denial, Revocation, or Nonrenewal of Authorization

The authorization to operate as a degree granting institution may be denied, revoked, or non-renewed when a private institution or out-of-state public institution fails to meet or comply with any portion of policy section 3.1.4. When State Regents’ staff recommends for an institution’s authorization to be denied, revoked, or non-renewed, its due process rights will be governed and limited by 75 O.S., §314 (2001), and any pertinent amendments. Those provisions of the Oklahoma Administrative Procedures Act (APA) pertaining to individual proceedings, 75 O.S. §309 (2001), et seq., are not applicable to State Regents’ state authorization decisions. The following procedures will apply specifically to denial, revocation, or nonrenewal.

1. Objections by Institutions

The institution will have fifteen (15) days from the receipt of the final State Regents’ staff report to inform the Chancellor, in writing, of any objections it may have thereto. If the institution does not object, the staff report and recommendations will be forwarded to the State Regents for their consideration and action.

2. Forming a Review Panel

If the institution objects to the staff report, the Chancellor will convene a neutral three-member panel of educators to consider the institution’s objections. The Chancellor will also designate a lawyer to serve as a non-voting legal advisor to the panel. The institution will have a reasonable opportunity to object, for good cause shown, to the Chancellor's appointees to the panel.

3. Review Panel Hearing

The review panel will schedule a hearing in a timely fashion at which the institution's objections to the State
Regents’ staff report will be fully considered. The institution may call its own witnesses and may question any witness called by the State Regents.

The institution may be represented at this hearing by persons of its own choosing, including legal counsel. Notwithstanding the participation of legal counsel, it should be recognized that the State Regents do not have the authority in such hearings to issue subpoenas or to compel sworn testimony.

The State Regents will arrange to have an audio recording made of the hearing, a copy of which shall be furnished to the institution. Either the State Regents or the institution may, at its own expense, arrange for a transcription of the hearing.

4. Review Panel's Proposed Findings

Within 15 days of the hearing, the panel will issue proposed findings addressing the objections raised by the institution. The findings will be supported by, and based solely upon, testimonial and documentary submissions at the hearing and on matters officially noted at the hearing. The panel's proposed findings will be submitted, together with any other records from the hearing, to the State Regents at their next regular meeting.

5. State Regents' Action

The State Regents, after considering the panel's findings, the State Regents’ staff report, and the rest of the official record pertaining to the state authorization application, will take appropriate action on the institution's application. No new evidentiary materials will be received at the State Regents' meeting. The institution will, however, be given the opportunity to present to the State Regents remarks in support of fitness for authorization. The State Regents' consideration of these matters and action taken thereon will constitute a final State Regents' review of the institution's authorization to operate as a degree granting institution.

3.1.4 Unaccredited Private Institutions

State Regents’ standards, policies, and procedures for accreditation are modeled on those of HLC. Accreditation of a college or university by the State Regents means that standards and policies prescribed for accreditation by the State Regents’ policy have been satisfied. Institutions accredited pursuant to this policy are encouraged to become accredited by the regional accrediting agency, HLC.

HLC’s Eligibility Requirements (ERs) establish baseline benchmarks for institutions seeking accreditation by the State Regents. The team will explore the institution's ability to meet the HLC’s ERs as evidenced by the institution's self-study report and the evaluation visit.
To achieve accreditation without qualification, an institution is required to meet the HLC's ERs and each State Regents' Standard of Educational Quality as well as address the HLC Criteria for Accreditation in the institutional self-study report and the evaluation visit.

A. Initial Application

Preliminary Conference: The institution's president will contact the Chancellor or his designee and request a meeting to discuss the State Regents' Standards of Educational Quality and the procedures necessary to achieve State Regents' accreditation. The accreditation policy and related State Regents' policies, HLC's ERs, and the current HLC Criteria for Accreditation will be provided. Application: To apply for consideration of accreditation, the president will submit a formal letter of request and a document addressing the proposed institution's response to HLC's ERs, as well as any documentation required by the State Regents. Upon receipt of these documents, the official accreditation process begins. Institutions will be required to follow the procedure outlined in this policy, which include an institutional self-study report and an on-site evaluation visit to determine if the institution meets the State Regents' Standards of Educational Quality. The Chancellor will appoint a staff member to serve as liaison to the institution during the evaluation process. The anticipated time period for the team evaluation visit will be communicated.

B. Evaluation Visit Expenses

Full cost for the evaluation visit will be paid by the institution receiving the service. Such costs include the evaluation team members' honoraria, travel, lodging, and food in accordance with Oklahoma state travel laws. If an institution objects to the team recommendation and a review panel is appointed (see Procedures for Denial, Revocation, or Nonrenewal of Accreditation in this subsection), the institution will pay for the full cost of the review panel. If the State Regents determine that one or more members of the evaluation team are to be present at the review panel hearing, the cost will be borne by the State Regents.

C. Withdrawal of Application

At any time during the process, the institution may withdraw its application, but will be required to pay any expenses incurred to that point by the State Regents' office.

D. Standards of Educational Quality

The State Regents' Standards of Educational Quality establish the foundation and requirements for State Regents' accreditation. A team evaluating an institution applying for initial or renewal of accreditation examines carefully whether the institution meets each standard by using HLC's current five Criteria for Accreditation which is adopted by reference as part of this policy.
For example, educational standard 1 pertaining to Educational Mission and Objectives calls for a clear, concise, and realistic mission statement. Examples are provided throughout the policy for illustrative purposes and are not intended to limit the scope or operation of this policy. HLC criterion one asks for decision-making processes that are appropriate to the institution’s stated mission and purposes. It is important to note that outstanding performance in an area covered by one standard or criterion does not compensate for unacceptable performance in another. The State Regents’ Standards of Educational Quality are described below:

1. Educational Mission and Objectives

An institution accredited by the State Regents must develop a clear and realistic statement of its basic purposes as a member of the higher education community. A mission appropriate to higher education will place a high priority on educational excellence and support high expectations of students. Each institution may also define additional aims such as contributing to the development of the community or to help students prepare for a life in a democratic society.

While the mission states the institution’s broad purposes, the educational objectives are more specific ways of ensuring that the mission is achieved. Examples of such objectives include the provision of student support services, laboratory and other specialized facilities, graduate placement assistance, off-campus offerings, and other arrangements.

Each applicant or accredited institution also defines additional objectives which reflect its particular character. These objectives are to be realistically determined with consideration of factors such as the institution’s founding purpose, education vision, community needs, and its resources—human, physical, and fiscal. Each institution also defines additional objectives which reflect its particular character. Some examples are: helping students to prepare for employment, for the next level of education, for specialized research and public service, or simply for life in society. The institution’s statement of mission should result from discussions among both faculty and administration and must be approved by the governing board. The statement of mission and objectives should be widely disseminated among members of the institution and its community through appropriate institutional publications, including the catalog.

2. Governance and Administration

The governance of colleges and universities in the United States has historically been a partnership
between lay control and professional administration. Legal control and broad policy-making responsibilities for institutions have been vested in lay boards of trustees/regents, whereas responsibilities for recommending and implementing educational policy have traditionally resided with college presidents and faculties. Higher education as an activity is too important to be given over exclusively either to the lay person or the professional; therefore, the responsibility for its governance is balanced between those who are the chief recipients of its benefits and those who are its practitioners. Governing-board (board) members link the institution to society and therefore should reflect society's diversity and be knowledgeable about the problems of both the institution and the society.

The board should act as an autonomous body, free from undue influence by owners, employees, political or business entities, or other interest groups. It should govern freely without political bias and should protect the institution from political pressures. Board members should have a clear idea of their general duties and responsibilities and should define them in an official policy document based on its corporate charter and bylaws. The board should appoint a president empowered to operate within board policies according to clearly stated administrative code. It is generally agreed that the most important functions of a board are to select a president, to be responsible for the institution's property and funds, and to oversee the educational programs of the institution. The crucial test of a board's operating effectiveness is the extent to which it concentrates its energies on policy matters and avoids concerning itself with administrative detail. Evaluation should concentrate on the board's effectiveness in performing its function of institutional policy making. Other factors include the method of board selection, organizational structure, terms of service, and frequency of meetings.

A clear differentiation between the policy-making function of the board and the executive responsibilities of those who carry out these policies is essential. The administrative officer should be free to operate within board policies, according to a carefully developed administrative code. Such conditions are basic to the exercise of effective, far-sighted leadership in institutional development and advancement of objectives.

Administration is concerned with every aspect of the organization and operation of an institution. The first essential for a strong institution is a carefully planned administrative organization which coordinates all the
resources effectively toward the accomplishment of the institutional mission and objectives. This organization should provide for responsible participation in decision making, execution, and evaluation by various constituent groups. The complexity of the organization will necessarily vary with the nature and scope of the educational programs offered, but both its structure and the accompanying operation procedures should be clearly defined and understood by all.

The administration's commitment to fair and equitable treatment of students, faculty, and staff as well as the public is reflected in appropriate policies and procedures on equity, nondiscrimination, and due process. Manuals and handbooks spelling out the rights and responsibilities of all members of the institution are made available and a conscientious effort is made to carry out such provisions.

3. Educational Programs

Institutions will comply with the State Regents' Undergraduate Degree Requirements policy.

An institution accredited by the State Regents is a degree-granting institution and includes programs leading to degrees as part or all of its offerings. The institution demonstrates the effort to:

a. formulate educational goals that are consistent with its mission, reflective of higher education, and focused on reorganized fields of study;

b. develop and implement procedures to evaluate the extent to which the educational goals are being achieved; and

c. use the results of these evaluations to improve educational programs and services.

Academic program quality is expressed through effective student learning and eventual job performance. Quality of academic programs can be determined through assessment of curriculum, instruction, delivery, demand, and student improvement. Instruments or measures to evaluate academic programs may include: standardized tests, portfolios, completion rates, performance of transfer students at receiving institutions, results of admission tests for students applying to graduate or professional schools, job placement rates, results of licensing examinations, student evaluations, employer evaluations, program advisory committees, and follow-up studies of alumni.

It is expected that an institution will focus its resources and energies on the education of its students consistent with its mission. Effectiveness in all educational
programs, delivery systems, and support structures should be the primary goal. An effective institution of higher education provides a challenging academic environment and seeks to ensure student academic achievement, intellectual inquisitiveness, personal and professional development, ethical consciousness; academic freedom, faculty support, and an environment conducive to learning. The development, evaluation, and revision of academic programs must involve the faculty in a central way.

Auxiliary activities, such as subsidiary or related business ventures, must be conducted within general policies governing institutional relationships and consistent with the institution's mission and purposes.

An institution accredited by the State Regents must have a well-designed general education component as an integral part of its undergraduate degree programs. General education is a required part of every student's program of study. It is not directly related to the student's area of specialization or career interests. It includes the characteristics of requiring a certain number or proportion of the total credits earned and course selections that ensure breadth of learning across the major disciplinary fields.

The institution's general education requirements must be supported by a coherent philosophy and rationale consistent with its mission and be well-understood and widely supported within its academic and administrative departments. Development and periodic review of the philosophy should involve all major constituencies, including faculty, administrators, and governing board members. The rationale and plan for general education may focus on the pattern of coverage across the disciplinary fields or on the competencies and skills expected to be developed. Examples of the former include communications, social sciences, humanities and fine arts, natural sciences, and mathematics. Examples of the latter include critical thinking, communication skills, ethical awareness, quantitative facility, research and independent learning abilities, and others.

4. Faculty

The selection, development, and retention of a competent faculty are related to the mission performance of the institution. Faculty are responsible for developing students to represent the characteristics defined in the institution's mission. An effective reward system links faculty objectives to institutional mission. The successful institution provides for adequate faculty participation in the development of institutional policies,
particularly those governing academic affairs, student academic advising, assessment techniques and including mission refinement. The organization should encourage regular faculty communication within and across disciplines as well as between faculty and administration.

The number and type of full-time faculty members must reflect mission priorities and be appropriate to provide effective teaching, mentoring, research, community service, and administrative expertise in areas such as curriculum development and program assessment. Records of faculty performance should indicate their devotion to the above tasks as appropriate through the institution's mission indicators such as teaching contact hours, teaching portfolios, student evaluations, faculty development efforts, research production, awards, community service hours, and committee work. The continuous professional growth of all members of the faculty should be encouraged, and the institution should assist members of the faculty to further their professional development.

Effective faculty recruitment depends on the institution's ability to provide adequate salaries, a well-planned program of benefits, and an attractive working environment conducive to the transfer and development of knowledge. The level and kind of faculty salaries and the program of benefits should be regularly re-examined to keep them current with changing economic and social conditions. Faculty diversity will represent the institution's commitment to its social responsibilities.

A majority of the faculty in undergraduate degree programs should hold degrees at least one level above that of the programs in which they teach. Most faculty teaching in graduate programs should hold earned doctorates. It is also expected that an institution will employ faculty members whose highest degrees are from regionally accredited institutions. In exceptions to this standard, institutions must show evidence that their faculty members have appropriate academic preparation.

The employment of part-time faculty members can provide additional educational expertise to the institution while expanding student access, but the number and kinds of part-time faculty members must be regulated to protect program quality. Part-time faculty members teaching courses for credit must meet the same professional experiential requirements as their full-time counterparts teaching in the same disciplines. An institution should establish and publish policies regulating the employment of part-time faculty and provide them with appropriate orientation, supervision,
Library

The library is the institution's storehouse of knowledge and electronic portal to the global information community. The purpose of information resources and services is to support teaching, learning, and research in ways consistent with, and supportive of, the mission and goals of the institution. Information resources may include the holdings, equipment, and personnel within libraries, media and production centers, computer centers, telecommunications, and other repositories of information significant to the accomplishment of the institution's mission.

Quality information service depends on professional staff who hold the necessary expertise to lead institutional efforts in the development and use of educational resources and services. Opportunities are provided for faculty, staff, and students to participate in the planning and development of these services. Policies and regulations on information resources should be updated and made available to the institution's constituents. Professional and technical support staff shall function with clearly defined responsibilities.

Services (instruction, consultation, professional development) are provided to faculty and students to meet their educational needs. Personnel treat the library as a hands-on classroom and engage strategies that invite student interest, encourage student questioning, and guide student resource searches. Personnel exercise initiative to inform faculty and administrators about new developments in teaching and learning technologies.

Access to information resources is a priority of the institution. Resources in libraries, computer centers and labs, media centers, and other instructional information locations are readily available to the institution's constituents. Computing and communications services extend information gathering beyond the library's physical boundaries to include international databases. Library staff should work to coordinate electronic access for institution and community constituents to search its holdings and make information requests. Efforts or plans to convert holdings for electronic transfer should be underway.

Cooperative relationships and links with other institutions and agencies should be encouraged to increase the ability of the institution to provide the needed resources and services not only to its own constituents but to potential users from other institutions agreeing to share their resources. Formal written
cooperative agreements are encouraged between libraries. These cooperative relationships and external information services are not a substitute for an institution's responsibility to provide its own adequate and accessible core collection and services.

The institution regularly and systematically evaluates the adequacy and utilization of its information resources, including those provided through cooperative arrangements, and at all locations where courses or programs are offered. The institution uses the results of the evaluation to improve the effectiveness of these resources. Institutions should link their budget decision making to the assessment results and consistently provide the library financial support ranging from a minimum of five to six percent of its educational and general budget.

6. Students

Institutions will comply with the State Regents' Institutional Admission and Retention policy.

Students are not just education consumers but participants in collegiate learning, research, and community service. The institutional mission should describe the characteristics of its ideal students, then recruit, retain, and develop them. As eventual participants in society, the student body should reflect society's diversity. Institutional effectiveness is determined through assessment of its students. Successful institutions should utilize entry-level, mid-level, and exit assessments of students as part of their self-study report and continuous improvement process.

The institution shall demonstrate it has made an effort to support all students in achieving their educational goals. Appropriate policies and procedures for student development programs and services must be established and be operational. The goals of each functional area must be compatible with and support the goals of one another.

The institution should publish and make available to potential students a catalog describing courses and curriculum, tuition and refund policies, and other matters. An additional appropriate publication is the student handbook. Policies included in the student handbook should include student rights and responsibilities, including academic honesty, redress of grievances and complaints, and procedural rights. The student handbook should be well-publicized, readily available, and implemented in a fair and consistent manner. Information release policies respect the rights of individual privacy, the confidentiality of records, the
best interest of students and the institution, and are in compliance with local, state, and federal statutes and guidelines.

A program of counseling and testing should assist students in making appropriate decisions in matters of personal concerns, academic choices, and career paths. The institution should make use of educational, career, and psychological assessment tools to evaluate the capabilities and interests of the students. Accurate assessment information on students should be provided to academic advisors and counselors, and placement and achievement test data should be interpreted to the individual student.

Student services should participate in ongoing assessment activities relating to students' needs and to student services functions, with special emphasis on the relationship of student services to student retention. Evaluation should be a regular function of program development and modification. Academic advising should include an assessment component which provides direction for modifying the advising program and enhancing student success. Additionally, the institution should develop systematic and dependable methods of gathering data on student characteristics and performance. Such data may be used for institutional research, external reporting, and other purposes.

The institution should provide opportunities for students to participate in campus governance, institutional decision-making, and policy and procedures development, and must involve faculty in the development of student services programs and policy. Institutions offering career-oriented programs should assist students in developing skills to secure employment upon program completion. They should maintain continuing contact with prospective employers in professions and other occupations related to their programs. Institutions may also assist students in securing part-time employment while pursuing their education.

7. Finances

The management of financial resources for a postsecondary institution determines, in part, the quality of academic programs. Sources of income, distribution of expenditures, operating budgets, indebtedness, surpluses, audits, capital outlay, and sound financial management are issues to be addressed in the accreditation process. A key assumption underlying financial management policies should be that financial resources are tools of the educational enterprise, never
the reverse. The adequacy of financial resources and the pattern of expenditures of an institution are to be judged in relation to its mission and objectives, the diversity and scope of its programs, and the number and kinds of its students.

There should be a well-conceived organizational plan assigning responsibilities of the various activities that together comprise the business and financial affairs of the institution. The chief business or financial officer should be one of the principal administrative officers of the institution. Among the key functions that should be performed by the chief business or financial officer is assistance to the president in the preparation of annual budgets. Faculty and department chairs should also have a substantial role in the academic budgetary process. Other key functions are maintenance of an appropriate system of accounting and financial reporting, supervision of the operation and maintenance of the physical plant, procurement of supplies and equipment, control of inventories, financial management of auxiliary enterprises, and receipt, custody, and disbursement of funds belonging to the institution.

Institutions should demonstrate that their sources of income, distribution of expenditures, operating budgets, indebtedness, surpluses, capital outlay, and financial management have been utilized to successfully execute their missions. Institutions should forecast future development with respect to changes in enrollment and evolving community needs. Institutions with students that receive financial aid must maintain compliance with federal regulations including a requirement for management of excessive student loan default rates. Institutions must report any difficulty in maintaining compliance to the State Regents as part of the institutions overall financial picture.

In this context, institutions shall demonstrate at least a three-year history of satisfactory financial management, which includes a three-year history of amounts borrowed (internal and external) for capital outlay and for operating funds. The institution must also report the amount of interest and principal paid on such debts including a statement of operating income used in debt service.

In addition to such other audits as may be required by the governing board of the administration of the institution, the governing board shall annually obtain the services of an independent accounting firm that is licensed to practice public accounting to perform a complete financial audit of the institution.

8. Facilities, Materials, Equipment and Grounds
Buildings, materials, equipment and grounds should be designed and maintained to serve the needs of the institution in relation to its stated purposes. There should be sufficient campus area to provide adequately for buildings and such activities as are related to the educational programs of the institution. A master plan for campus development should be maintained.

Sufficient rooms for classes of various sizes should be available to meet the instructional needs of the institution. These should be properly lighted and adequately equipped, heated, and ventilated. Classrooms, laboratories, and other facilities should be properly scheduled for maximum utilization. Laboratory equipment, instructional facilities, furnishings, and expenditures should be adequate to meet institutional needs. As a part of its operational and strategic planning, the institution should develop and periodically update a long-term plan for the maintenance and replacement of equipment and laboratory facilities.

Programs requiring special facilities should not be offered unless the appropriate facilities are available. Consistent with the guidelines of the Americans with Disabilities Act of 1990, arrangements should be made for handicapped access to campus buildings and facilities.

Adequate landscaping should be utilized to divide the campus into attractive and useful areas. Satisfactory parking space should be available, and attention given to protect and enhance the safety and security of students on campus.

Space utilization studies should be made to determine actual needs before the addition of new facilities. It is strongly recommended that administrative officers and faculty members who are to occupy or direct the activities of a new building be consulted during the planning stages.

When an institution does not have its own campus but rents instructional facilities or when an institution does have a campus but rents facilities away from campus so as to extend its programs into the community, it must demonstrate that the facilities so used are instructionally adequate, especially where laboratories, specialized instructional equipment, and library and information resources are known to be necessary for acceptable educational programs.

9. Planning

An accreditable institution is guided by leaders with a vision of its future and a long-range perspective on the means necessary to reach that future. The basis for the
institution's attempts to achieve its mission and to continue to improve is a long-range plan and a set of active and participative planning processes.

Long-range planning should be conducted in a manner that includes all functional areas and groups within the institution and draws upon internal and external data and data analysis. Basic characteristics of such planning are environmental assessments and forecasts of current and emerging trends.

Departmental and functional planning should be integrated within broader planning processes and reflected in the allocation of financial, physical, and human resources. Planning processes should be ongoing and produce annual planning documents that are widely distributed and well-understood within the institution and used as a basis for decision making. Annual planning processes should be conducted to adjust existing plans at all levels and to extend the scope of planning further into the future.

A key set of inputs to the planning process is the range of activities and measures that represent institutional assessment. Like well-designed planning processes, effective institutional assessment involves all major constituencies and is shaped by the institution's mission and educational purposes. It is characterized by multiple measures and focuses on using the results to improve educational programs in order to strengthen learning and achievement. The institution must provide evidence that planning efforts have been implemented.

Continuous improvement of the institution is the ultimate goal of institutional planning and assessment. In a changing social, economic, technological, and educational environment, institutions must be committed to evaluating their current performance in order to make necessary changes and position themselves in relation to future needs as they seek to achieve their missions. Institutions should therefore set educational improvement as a key goal and should be able to demonstrate that they have achieved this goal.

An institution must have a contingency plan should the institution close. The contingency plan must outline the procedures for the disposition of all student records, including educational billing, accounting, and financial aid records in an accessible location, an explanation of how the school would notify students in the event of closure, and a proposed teach-out agreement with one or more institutions in reasonable geographic proximity which currently offer programs similar to those offered at the institution.
Institutional Self-Study Report

The self-study report (defined in section 3.1.2) plays an important role in the accreditation process. It is the foundation for the evaluation for initial and renewal of accreditation. The self-study report demonstrates the institution's ability to analyze its effectiveness and develop plans for its own improvement. It provides an opportunity for the institution to show its effectiveness in meeting the State Regents' Standards of Educational Quality, HLC's Criteria for Accreditation, and HLC's ERs.

In preparing its self-study report for submission to the State Regents, an institution should involve all of its affected constituencies including administration, faculty, staff, governing board members, and students. Outside stakeholders should also be involved as appropriate, including alumni, advisory groups, and citizens of the community.

The self-study report should be a well-written, readable narrative that communicates the institution's compliance with the State Regents' Standards of Educational Quality. It should be evaluative rather than merely descriptive and written with the other materials its readers will have access to in mind. The following information must accompany or be included in the self-study: faculty and student handbooks, the institutional catalog, official financial audits (last three years), the institution's federal regulatory status (if applicable), licensing or cooperative agreements, and any other information requested by the State Regents.

The self-study report will include a table of contents organized by the State Regents' Standards of Educational Quality and an introduction that provides the context for the evaluation. A brief history of the institution and its accreditation status should also be included. The body of the report must include a self-evaluation of the institution's compliance with each of the State Regents' Standards of Educational Quality as correlated with HLC's Criteria for Accreditation. The State Regents' Standards of Educational Quality include the requirement of compliance with State Regents' Policy Standards of Educational Quality, Sections 3.1.4.D.3 Educational Programs, and 3.1.4.D.6 Students. Institutions will explain within each Standard of Educational Quality how they are in compliance with these Regents' policies. The report should also include tables with statistical data regarding enrollment, programs, student charges, faculty, library, finances, and other pertinent topics. Such data should be used to conduct the necessary analysis and to support conclusions within the self-evaluation process. If the application is for renewal of accreditation, it must address the concerns expressed in the latest evaluation team report.

Five copies of the institutional self-study report, along with five copies of all materials noted above, must be filed in the
Chancellor's office 90 days prior to the expiration date shown on the Certificate of Accreditation or for initial application by a new institution, at a date specified by the Chancellor. Any exceptions to this requirement must be in writing and must be approved by the Chancellor prior to the date such materials are due. Failure to provide the information required by this policy in a timely manner could have adverse consequences for the institution. Specifically, if an institution fails to provide information applicable to a given accreditation standard, the institution may be deemed not to have met that standard. If the institution fails to provide information necessary for a meaningful on-site evaluation, the visit will not be conducted, and the institution may be presumed not to meet the accreditation standards of educational quality.

Additional guidance for the self-study report can be found in a current copy of the HLC Handbook for Accreditation.

F. On-site Evaluation Process

The purpose of the evaluation process is to determine if the institution meets the State Regents' Standards of Educational Quality. The primary methods for achieving this purpose are:

1. the institutional self-study report, and

2. an on-site evaluation of the institution's programs and operations by an evaluation team.

3. The evaluative criteria for determining the institution's efficacy in meeting the State Regents' Standards of Educational Quality will be the current NCA Criteria for Accreditation.

G. State Regents' Staff Role in the Evaluation Process

The role of State Regents' staff in the evaluation process is to coordinate the logistics and materials in preparation for the evaluation visit and to serve as a liaison between the team and the institution. It is the responsibility of State Regents' staff to inform the team members of their charge and of the State Regents' policies related to accreditation as well as serve as a facilitator for the evaluation visit. State Regents' staff will only accompany the team at the beginning and conclusion of the visit. The staff will not in any way actively participate in the evaluation team's work.

In preparation for State Regents' action on the team's report and recommendation, the staff will provide historical, policy, and factual context information to the State Regents.
H. Evaluation Visit

1. Team Selection: An effort will be made to select individuals who understand the uniqueness and nature of the institution under review. An effort will also be made to insure that the team includes individuals who have had significant professional experience with institutions of the type under review. In selecting individuals to serve on evaluation teams, the State Regents will seek out those persons who are best qualified, regardless of sex, race, religion, or national origin. Unless extenuating circumstances exist that cause the State Regents to select an in-state evaluator, the evaluators will be selected from out of state. The institution has the opportunity to express in writing suggestions for the areas of expertise and types of institutional representation it prefers. A list of potential team members will be provided to the institution before final selection occurs. Every effort will be made to alleviate institutional concerns about potential team members prior to selection of the team. However, the institution does not have the authority to veto a potential team member(s).

   One member of the evaluation team will be designated as team chairman and will assume responsibility for leadership in conducting the evaluation and in preparing the team's report (see definition of team chairman). Guidance for the team chairman as it relates to the evaluation visit will be provided by the HLC Handbook of Accreditation.

   Team members will be required to sign a conflict of interest form provided by the State Regents' office. This form signifies that the individual team member has no association with the institution and does not stand to benefit in any way from its accreditation or lack thereof.

2. Length of the on-site evaluation visit: Typically the evaluation visit, whether for initial or renewal of accreditation, will be scheduled for two to three days. The dates for the evaluation visit will be determined by the State Regents' staff members who will coordinate with the institution before confirming the dates in writing. Unless extenuating circumstances exist, renewal of accreditation evaluation visits are to be scheduled well before the State Regents' accreditation expires.

3. Materials for the Team's Review: The self-study report, catalogs, and other pertinent materials will be forwarded to the team members, if possible, in advance of the evaluation. Other materials may be requested as appropriate before or during the on-site evaluation.
4. Team Room: A comfortable room with adequate facilities should be set aside for the team to perform its work for the duration of the on-site visit.

5. On-Site Interviews: The team chairman will schedule interviews with key institutional personnel, faculty, students, board members and others as part of the evaluation process.

6. Exit Interview: The team chairman will schedule a meeting with the president to summarize the team’s findings and recommendation. Other members of the institution may be invited to the exit session at the discretion of the president. The exit session will provide the institution with an oral preview of all the major points that will appear in the team report.

I. State Regents’ Action

The five State Regents’ accreditation actions are provided below:

1. Accreditation without Qualification

   The institution fully meets HLC’s ERs and the standards of educational quality, as correlated with HLC’s Criteria for Accreditation. Accreditation status is for a period of five years with a formal reevaluation at a date set by State Regents’ action.

2. Initial Candidacy

   This category is only open to new applicants for accreditation. The institution meets HLC’s ERs and the minimum State Regents’ Standards of Educational Quality, but corrective measures are required to enable the institution to fully meet all the standards as correlated with HLC’s Criteria for Accreditation. Corrective measures along with timelines for improvement will be communicated to the institution. A formal evaluation visit will take place at a date set by State Regents’ action. Initial candidacy is limited to a period of six years.

3. Probationary Accreditation

   The institution fully meets HLC’s ERs, but conditions exist at an accredited institution that endangers its ability to meet the standards of educational quality, as correlated with HLC’s Criteria for Accreditation. Corrective measures along with timelines for improvement will be communicated to the institution with a formal evaluation at a date set by State Regents’ action. Probationary accreditation may not exceed a
total period of three years with a formal evaluation at a
date set by State Regents' action. Institutions that move
to probationary accreditation status from initial
candidacy will be limited to a maximum of two years in
this category. When the time limit expires, the
institution will be required to achieve Accreditation
without Qualification or HLC accreditation.

4. Denial of Accreditation

The institution does not meet HLC's ERs or the
standards of educational quality, as correlated with
HLC's Criteria for Accreditation outlined in this policy,
and its initial application for accreditation is denied.
Institutions facing this action are entitled to due process
under Procedures for Denial, Revocation, or Nonrenewal
of Accreditation (3.1.4.K). The institution may pursue
program improvement and reapply at a later time.

5. Nonrenewal or Revocation of Accreditation

An institution's accreditation is revoked or is not
renewed due to its failure to correct deficiencies to
achieve "Accreditation without Qualification" within the
applicable time periods required by this policy or the
institution otherwise does not meet HLC's ERs and the
standards of educational quality, as correlated with
HLC's Criteria for Accreditation. Institutions facing this
action are entitled to due process under Procedures for
Denial, Revocation, or Nonrenewal of Accreditation.
The institution may pursue program improvement and
reapply at a later time.

1. Post Evaluation Visit

1. Team Report and Recommendations: Following the
evaluation visit, the team will prepare a report of its visit
to the institution consistent with the scope of the
evaluation detailed in the team charge. The team
chairman will be responsible for preparing and
submitting the complete team report to the Chancellor's
office within ten working days following the evaluation
visit.

The team report will address all of the State Regents'
Standards of Educational Quality applicable to the
institution's evaluation. The report will provide a fair
and balanced view of the institution's compliance with
each of the Standards at the time of the visit. With
respect to non-compliance of a standard, the team must
identify the specific Standard involved and provide
examples of ways in which the standard is not met.
Recommendations for improvement should be made with
sufficient specificity as to allow meaningful follow-
A statement of recommendation will be included in the Evaluation Team’s report and should be supported by a clear and explicit rationale based on the State Regents’ Standards of Educational Quality. The recommendation must be consistent with this policy and will be one of the following: accreditation without qualification, initial candidacy, probationary accreditation, denial of accreditation, or nonrenewal or revocation of accreditation (as described in 3.1.4.I State Regents’ Action).

2. Institutional Response: The Chancellor will promptly forward a copy of the Evaluation Team’s report and recommendation to the president of the institution. Institutional representatives will be afforded an opportunity to correct any factual errors in the report. The team’s evaluative comments and findings may not be modified by the institution. Thereafter the draft report will be finalized and will be deemed formally submitted to the Chancellor.

3. State Regents’ Action: The Chancellor will submit to the State Regents for their consideration the evaluation team’s report and recommendation and the review panel recommendation (if applicable) together with any other pertinent information relating to the institution’s request for accreditation. An institutional representative may address to the State Regents comments pertinent to the issue of the applicant’s fitness for accreditation. After full consideration of the matter, the State Regents will make a decision on final disposition of the institution’s request for accreditation, and will take one of the following actions: accreditation without qualification, initial candidacy, probationary accreditation, denial of accreditation, or revocation of accreditation. The institution will be officially notified of the State Regents’ action on the application for accreditation.

4. Certificate of Accreditation: If the decision of the State Regents is to extend accreditation, a Certificate of Accreditation, identifying the type and expiration date of the accreditation accorded, will be issued and sent to the president of the institution.

5. Public Disclosure: The institution must make public the action of the State Regents with regard to its accreditation status. The institution’s accreditation status shall be described accurately and completely in its advertisements, brochures, catalogs, and other publications.

K. Procedures for Denial, Revocation, or Nonrenewal of
Accreditation

When the team recommendation for accreditation is denied, revoked, or non-renewed, its due process rights will be governed and limited by 75 O.S., §314 (2001), and any pertinent amendments. Those provisions of the Oklahoma Administrative Procedures Act (APA) pertaining to individual proceedings, 75 O.S. §309 (2001), et seq., are not applicable to State Regents' accreditation decisions. The following procedures will apply specifically to denial, nonrenewal, and revocation actions.

6. Objections by Institutions: The institution will have 10 days from the receipt of the final evaluation team's report to inform the Chancellor, in writing, of any objections it may have thereto. If the institution does not object, the evaluation team's report and recommendations will be forwarded to the State Regents for their consideration and action.

7. Forming a Review Panel: If the institution objects to the evaluation team's report, the Chancellor will convene a neutral three-member panel of educators to consider the institution's objections. The Chancellor will also designate a lawyer to serve as a non-voting legal advisor to the panel. The institution will have a reasonable opportunity to object, for good cause shown, to the Chancellor's appointees to the panel.

8. Review Panel Hearing: The review panel will schedule a hearing in a timely fashion at which the institution's objections to the evaluation team's report will be fully considered. The institution may call its own witnesses and may question any witness called by the State Regents. If requested, the State Regents will produce, at the institution's expense, the evaluation team members.

The institution may be represented at this hearing by persons of its own choosing, including legal counsel. Notwithstanding the participation of legal counsel, it should be recognized that the State Regents do not have the authority in such hearings to issue subpoenas or to compel sworn testimony.

The State Regents will arrange to have an audio recording made of the hearing, a copy of which shall be furnished to the institution. Either the State Regents or the institution may, at its own expense, arrange for a transcription of the hearing.

9. Review Panel's Proposed Findings: Within 15 days of the hearing, the panel will issue proposed findings addressing the objections raised by the institution. The findings will be supported by, and based solely upon, testimonial and documentary submissions at the hearing and on matters officially noted at the hearing. The panel's proposed findings will be submitted, together
with any other records from the hearing, to the State Regents at their next regular meeting.

10. **State Regents' Action:** The State Regents, after considering the panel's findings, the evaluation team's report, and the rest of the official record pertaining to the accreditation application, will take appropriate action on the institution's application. No new evidentiary materials will be received at the State Regents' meeting. The institution will, however, be given the opportunity to present to the State Regents remarks in support of fitness for accreditation. The State Regents' consideration of these matters and action taken thereon will constitute a final State Regents' review of the institution's application for accreditation.

L. **Renewal of Accreditation**

A schedule will be set by State Regents' action following an institution's evaluation. The frequency of evaluation visits will vary from institution to institution depending upon the respective institution's accreditation status. Institutions on probation or in initial candidacy status will be required to address specific areas of concern. Additionally, if the situation warrants, a comprehensive evaluation may be performed at the same time as the focused visit. The institution will be notified promptly after State Regents' action of the scheduled expiration date of its accreditation and the requirements for renewal. This notice will also inform the institution of the scope of the evaluation visit and the deadline for the receipt of the institution's self-study report. The anticipated time period for the evaluation visit will be communicated. In any event, an institution which desires renewal of its State Regents' accreditation must so inform the Chancellor, in writing, four months (120 days) prior to the expiration date stated on its certificate of accreditation.

3.1.5 **Required Annual Reporting**

Institutions accredited by the State Regents or coordinated with the State Regents will report enrollment, student credit hours, and other information in the format prescribed on an annual basis.

3.1.6 **Reporting Institutional Change in Condition**

Institutions covered by this policy are required to immediately advise the State Regents, in writing, of any substantive change in its objectives, scope, ownership or control, financial status, geographic area of offerings, programs, or any other significant matter. The institution is required to notify the State Regents of any significant action by other accreditation or governmental regulatory bodies. Under such circumstances, the State Regents may require additional focused or comprehensive visits and/or other actions as are appropriate in light
of relevant facts. In addition to scheduling evaluation visits, the Regents may require reports on specific changes. Such reports may also trigger evaluation visits or provide information for scheduled visits.

3.1.5 Publications/Marketing

All institutions operating in the state of Oklahoma shall detail prominently in all appropriate publications and promotional materials its current and complete accreditation status. Institutions shall not make misleading, deceptive, and/or inaccurate statements in advertisements, brochures, catalogs, web sites, or other publications. Disclosure of the institution's complete accreditation status shall be in boldface print and in a manner reasonably calculated to draw the attention of the reader. Such disclosure must also include information about the transferability of courses. Failure to make required disclosures or the making of misleading statements about the institution's accreditation status is prohibited. These requirements also apply to unaccredited institutions that offer certificates or diplomas.

3.1.6 Student Complaint Process

All in- and out-of-state institutions shall include student complaint procedures and a complaint appeal process in the student handbook or other student information documents and will provide enrolled and prospective students living in Oklahoma with contact information, upon request, for filing complaints against the institution at the institutional level.

In- and out-of-state institutions will also provide enrolled and prospective students living in Oklahoma with contact information, upon request, for filing complaints with the appropriate state agency or with the institution’s accrediting body.

Information regarding filing complaints with the State Regents against an institution can be found in the Academic Affairs Procedures Handbook.

3.1.7 Teach-Out Agreements and Records Disposition

All institutions operating in the state of Oklahoma shall notify the Chancellor must be notified immediately if loss of institutional accreditation or closure is imminent. Official notification may originate from the institution or the accrediting agency, but must be received within ten working days of action taken against an institution.

Institutions that face imminent loss of accreditation will arrange formal teach-out agreements with surrounding institutions as coordinated with the State Regents’ office. Arrangements for loss of accreditation or closure should also include student notification (present and former students), processes for addressing issues relating to degree or course completion before the school closes, and detailed plans (including contact information and location and maintenance of the records) regarding issuing official transcripts and release of records. Additionally, specific procedures regarding the accrediting agencies’ procedures and obligations under Title IV of the Higher Education Act will be followed.
AGENDA ITEM #10-d:

Policy.

SUBJECT: Approval of proposed revisions to the State Regents’ Intensive English Program Approval and Review policy.

RECOMMENDATION:

It is recommended that the State Regents’ approve revisions to the Intensive English Program Approval and Review policy, as described below.

BACKGROUND:

English language centers have been reviewed through the State Regents’ Intensive English Program Approval and Review policy since 1980 (formerly Policy Statement on Admissions of Students for Whom English is a Second Language). Beginning with the 1995 review, out-of-state evaluators with expertise in directing English as a Second Language 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 policy was reviewed again and updated in 2009.

In response to federal legislation requiring accreditation status for Intensive English Programs (IEP) by December 2014, the policy was updated in 2012 to allow IEPs that have sought and obtained accreditation status from an accrediting body specializing in intensive English instruction recognized by the United States Department of Education (USDE) to use this accreditation status in lieu of a secondary visit by an evaluation team from the State Regents.

POLICY ISSUES:

The purpose of this policy is to specify criteria for approval and review of IEP programs available to non-native speakers of English to ensure adequate preparation for college level academic work at an
Oklahoma institution of higher education.

One section of the existing Intensive English Program Approval and Review policy states that the appeal process for a denial of an IEP program will be directed by the Institutional Accreditation policy. By virtue of Senate Bill 1157, which was signed by Governor Fallin on April 26, 2016, effective November 1, 2016, State Regents’ accreditation is no longer a viable accreditation option to legally operate in Oklahoma. Thus, as noted in the Institutional Accreditation policy agenda item, which is also recommended for approval within the October 20, 2016 State Regents’ meeting agenda, the proposed revisions to the Institutional Accreditation policy include deleting the policy language associated with State Regents’ accreditation.

Based on deleting the State Regents’ accreditation policy function, specifically the language that addresses the process by which an institution can appeal, it necessary to extract and place such language into the Intensive English Program Approval and Review policy.

**ANALYSIS:**

The non-substantive revisions to the Intensive English Program Approval and Review policy ensure that the process to appeal a recommendation to deny IEP approval is preserved and detailed therein. Therefore, the proposed new section to this policy, the Procedures for Denial of IEP Approval section, will not alter the existing process by which an IEP may appeal a denial.

It is recommended that the State Regents approve the amendments to this policy as outlined above. The revisions to this policy will be effective November, 1, 2016.

Attachment
3.5 Intensive English Program Approval and Review

3.5.1 Purpose

The State Regents’ Admission policy requires students who are non-native speakers of English to present evidence of proficiency in the English language prior to admission. One of the four options for admission allows students who score above a certain level on the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) examination, but below the score required for regular admission, to be admitted following successful completion of a minimum of 12 weeks of study at an Intensive English Program (IEP) approved by the State Regents, with at least two-thirds of the 12 weeks of instruction at the advanced level. This policy specifies the criteria for approval and review of Intensive English Programs for this admission option.

3.5.2 Definitions for the purposes of this policy

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

“Intensive English Program (IEP)” is a program designed to provide English instruction for non-native speakers to adequately prepare them for collegiate level instruction in a short period of time.

“English for Speakers of Other Languages (ESOL)” is an academic discipline describing the language of, or instruction targeted to, non-native speakers of English.

“International English Language Testing System (IELTS)” is the British Council’s English language assessment primarily used by those seeking international education, professional recognition, benchmarking to international standards and global mobility.

“Teaching English to Speakers of Other Languages (TESOL)” is an academic discipline for preparation of teachers who will teach English to non-native English speakers including Teaching English as a Second Language (TESL) and Teaching English as a Foreign Language (TEFL).

“Test of English as a Foreign Language (TOEFL)” is the Educational Testing Service’s exam that measures the ability of non-native speakers of English to use and understand North American English as it is spoken, written, and heard in college and university settings.

“NAFSA: Association of International Educators” is a member organization promoting international education and providing professional development opportunities to the field. NAFSA serves international educators and their institutions by setting standards of good practice, providing training and professional development opportunities, providing networking opportunities, and advocating for international education.

“American Association of Intensive English Programs (AAIEP)” is a professional organization that supports ethical and professional standards for
intensive English programs and promotes the well-being and educational success of English language students.

### 3.5.3 IEP Approval Process

To certify students who are non-native speakers of English for admission an IEP must be approved by the State Regents. The program’s institution or IEP administrator must initiate the approval process with a formal request to the Chancellor for a program evaluation. IEP programs scheduled for reevaluation will be notified of subsequent reviews by the State Regents. Evaluations will be conducted according to State Regents’ IEP Standards and Self-Study Guidelines (in the State Regents’ Academic Affairs Procedures Handbook and available upon request) which emphasize the development of student language competencies that facilitate a successful transition to college academic work. IEPs that have received accreditation status from a United States Department of Education recognized accrediting body with specialization in intensive English language programs that also include consideration of the State Regents’ policy requirements, may be allowed to have their accreditation review meet the criteria in this policy. The State Regents will provide specific criteria required to the accrediting body and the IEP for inclusion in the accrediting body’s review in order to be considered in place of the review described in this policy (specifically section 3.5.4 IEP Standards). If these criteria are not thoroughly addressed, the State Regents may require a full review based on this policy. State Regents’ requirements for review with the external accrediting body are found in the Academic Affairs Procedures Handbook. The process for IEP approval is described below.

**A. Approval Funding**

The IEP or the institution will pay for the evaluation including evaluation team members’ honoraria, travel, lodging, and food in accordance with Oklahoma travel laws.

**B. Formal Request for Approval**

Upon receipt of a formal letter of application to the Chancellor requesting a State Regents’ program evaluation, the State Regents’ staff will provide a copy of this policy and work with the IEP administrator to develop a time line.

**C. Institutional Self-Study**

Using the State Regents’ IEP Standards and Self-Study Guidelines as a reference, the program’s director or institutional president will submit the IEP self-study document to the State Regents one month prior to the date of the site visit.

**D. On-Site Evaluation**

1. **Team Selection.**

   The Chancellor will appoint an out-of-state evaluation team of at least two (2) qualified ESOL professionals who possess graduate credentials and the necessary expertise and training for the program under review. One member of the evaluation team will be designated as team chairman and will assume responsibility
for leadership in conducting the evaluation and in preparing the
team's report. Team members will be required to sign a conflict
of interest form provided by the State Regents' office. This form
verifies that the individual team member has no direct or indirect
association with the institution.

Every effort will be made to select qualified evaluators from an
institution similar to that being reviewed. The team will review
the program based on the State Regents' Intensive English
Program Approval and Review, and Institutional Admission and
Retention, and Institutional Accreditation policies.

2. Length of the on-site evaluation.

Typically the on-site evaluation will be scheduled for one and
one-half to two days or in extenuating circumstances may be
scheduled for a shorter or longer period. Staff will determine the
length of the evaluation based upon the site slated for evaluation
or extenuating circumstances. The dates will be determined by
staff who will coordinate with the institution before confirming
the dates in writing. The on-site evaluation must provide for
sufficient time for adequate discussion of criteria with the
appropriate constituencies. This will ensure a thorough review
of the criteria by the evaluation team and allow for opportunities
for meaningful independent analysis by the evaluation team.

3. On-site interviews.

An integral and critical component of the on-site evaluation is
the interview process. The team will have scheduled interviews
with key administrative staff, faculty, students, and other
appropriate constituencies.

E. Evaluation

1. Team Report and Recommendation.

Following the on-site evaluation, the team will prepare a report
of its evaluation to the institution consistent with the scope of the
evaluation detailed in the team charge. The team chairman will
be responsible for preparing and submitting the complete team
report to the Chancellor's office within ten (10) working days
following the evaluation. The report will provide a fair and
balanced assessment of the IEP program at the time of the
evaluation. The team should identify the specific criteria met
and not met.

A recommendation will be included in the evaluation team's
report and shall be supported by a clear and explicit rationale
based on the State Regents' criteria. The recommendation must
be consistent with this policy and will be one of the following:

a. Recommendation for Approval Without qualifications
   with reexamination in five years. A program with this
designation meets all standards for approval.

b. Recommendation for Provisional Approval With
Qualifications with reexamination in one, two, three, or four years. A program with this designation does not meet the standards for “approval without qualification” required by the State Regents. The team shall recommend measurable goals and timelines to correct deficiencies in the program. Within two months of the State Regents’ accepting the report, the IEP will be required to submit an implementation plan addressing the noted deficiencies. Thereafter, an annual report on the status of the implementation will be required.

c. Recommendation Denied. The program does not meet the criteria established by the State Regents and will not be an approved IEP program.

2. Institutional Response.

Upon receipt of the team report, the Chancellor will forward a copy of the report and recommendation to the IEP administrator or institutional president. Institutional representatives will be afforded an opportunity to correct any factual errors in the report within 15 working days from the date the report is sent. The team's evaluative comments and findings may not be modified by the institution. Thereafter, the draft report will be finalized and will be deemed formally submitted to the Chancellor.

If the evaluation team’s report recommends a denial, the IEP may submit an objection within 15 working days from the date the final report is sent and appeal such a recommendation as detailed in policy section 3.5.3.E.3.

In response to this objection, the Chancellor will convene a neutral three-member panel of ESOL professionals to consider the objection(s). The appeals process will be directed by the Procedures for Denial, Revocation, or Nonrenewal in Accreditation, of the State Regents’ Institutional Accreditation policy with detailed procedures in the Academic Affairs Procedures Handbook. During the appeals process, the IEP will maintain the approval status it held prior to the evaluation. The IEP will pay for the cost of the appeal.


When an evaluation team recommends to issue a denial, the IEP’s due process rights will be governed and limited by 75 O.S., §314 (2001), and any pertinent amendments. Those provisions of the Oklahoma Administrative Procedures Act (APA) pertaining to individual proceedings, 75 O.S. §309 (2001), et seq., are not applicable to State Regents’ IEP review decisions. The following procedures will apply when an evaluation team recommends to deny IEP approval:

a. Objections by the IEP.

The IEP will have 15 days from the receipt of the final
evaluation team's report to inform the Chancellor, in writing, of any objections it may have thereto. If the IEP does not object, the evaluation team's report and recommendations will be forwarded to the State Regents for their consideration and action.

b. Forming a Review Panel.

If the IEP objects to the evaluation team's report, the Chancellor will convene a neutral three-member panel of ESOL professionals to consider the IEP's objections. The Chancellor will also designate a lawyer to serve as a non-voting legal advisor to the panel. The IEP will have a reasonable opportunity to object, for good cause shown, to the Chancellor's appointees to the panel.

c. Review Panel Hearing.

The review panel shall schedule a hearing in a timely fashion at which the IEP's objections to the evaluation team's report will be fully considered. The IEP may call its own witnesses and may question any witness called by the State Regents. If requested, the State Regents will produce, at the IEP’s expense, the evaluation team members. The IEP may be represented at this hearing by persons of its own choosing, including legal counsel. Notwithstanding the participation of legal counsel, it should be recognized that the State Regents do not have the authority in such hearings to issue subpoenas or to compel sworn testimony.

The State Regents will arrange to have an audio recording made of the hearing, a copy of which shall be furnished to the IEP. Either the State Regents or the IEP may, at its own expense, arrange for a transcription of the hearing.

d. Review Panel's Proposed Findings.

Within 15 days of the hearing, the panel will issue proposed findings addressing the objections raised by the IEP. The findings will be supported by, and based solely upon, testimonial and documentary submissions at the hearing and on matters officially noted at the hearing. The panel's proposed findings will be submitted, together with any other records from the hearing, to the State Regents at their next regular meeting.

F. State Regents’ Action

The Chancellor will submit the team’s evaluation report and recommendation as well as the State Regents’ staff recommendation along with the IEP self-study, applicable objections, and appeals process
materials, if any, to the State Regents for their consideration.

In the event of an appeal, after considering the review panel’s findings, the evaluation team’s report, and the official records pertaining to the IEP’s objections to the evaluation team’s report, the State Regents will take action on the objections. No new evidentiary materials will be received at the State Regents’ meeting. The IEP will, however, be given the opportunity to present to the State Regents remarks in support of fitness for approval. The State Regents’ consideration of the matters and action taken thereon will constitute a final State Regents’ review of the IEP’s objections to the evaluation team’s report.

In the event of an appeal, the review panel will submit a report to the State Regents addressing the objections raised by the IEP. The review panel’s findings will be submitted, together with any other records from the hearing, to the State Regents at its next regularly scheduled meeting. The State Regents, after considering the review panel’s findings, the evaluation team’s report, and the official records pertaining to the IEP’s objections to the evaluation team’s report, will take action on the objections. No new evidentiary materials will be received at the State Regents’ meeting. The IEP will be given the opportunity to present remarks in support of the institution’s objections. The State Regents’ consideration of the matters and action taken thereon will constitute a final State Regents’ review of the IEP’s objections to the evaluation team’s report.

3.5.4 IEP Standards

This section defines the required program performance standards that State Regents’ IEP evaluation teams will use to direct their review process. IEPs will be evaluated based on students utilizing the services of the program for purposes of admission under this policy. Students utilizing the program for other reasons will not be included in the IEP’s evaluation.

A. Language Program

1. Mission

The IEP must have a written statement describing how its goals, objectives, and future plans support the mission of preparing non-native speakers of English for college work as it relates to State Regents’ policy.

2. Promotion

IEP promotion materials shall accurately describe program goals, admission requirements, and hours of instruction, program length, calendar, prices, and student services. If associated with an Oklahoma institution of higher education, the IEP must indicate evidence of cooperation and support with that or those institutions.

3. Recruitment

The IEP shall adhere to ethical student recruitment standards as described in the NAFSA: Association of International Educators
Code of Ethics and in the Standards for Postsecondary Intensive English Programs approved by the American Association of Intensive English Programs (AAIEP).

4. Admission

Student admission to the IEP shall rest with the program/institution and shall not be delegated to an external third party.

5. Curriculum

a. Quality. The IEP will use current methods, materials, and technologies to provide effective language instruction designed to prepare students for college level work.

b. Scope. The curriculum must specifically include listening, speaking, reading and writing skills, text genres, and content relevant to English for academic purposes.

c. Written Documentation. The IEP must have a written document clearly outlining goals and objectives for levels of instruction appropriate to students to be admitted under this policy, as well as individual course syllabi for distribution by faculty to their students. Criteria for successful program completion should be articulated in the document.

d. Testing and Placement. Testing and placement shall be executed in accordance with professional standards.

e. Faculty/Student Ratio. The ratio should represent proportions that the field recognizes as being effective and should be appropriate to the goals of a particular course and the classroom size.

6. Assessment

The IEP must utilize a formal system of assessment to include evaluation of personnel, courses, and student progress toward stated goals. Broad participation of faculty, staff, and students is required in the assessment process. Selection of assessment instruments and other parameters (target groups, scheduling of assessments, etc.) is the responsibility of the IEP. When appropriate, internationally standardized instruments should be employed. Data collected from assessments should serve as the basis for program modifications.

7. Contact Hours

Excluding lab work, students shall attend 18 or more teacher-instructed contact hours per week over a period of no less than 12 weeks (216 hours or more) or attend an equivalent number of teacher-instructed contact hours over a longer period not to exceed 18 weeks. The IEP must offer a sufficient array of class...
levels to accommodate students’ needs. To meet admission criteria, two-thirds of the 12 weeks of instruction must be at the advanced level.

B. Administration

1. Director

   There is a program administrator with a main responsibility for the leadership and management of the IEP. Academic administrative personnel should have master’s degrees or equivalent training/experience in a field appropriate to their responsibilities.

2. Policy Description

   The IEP administration or institutional administration must clearly articulate policies and employment practices.

3. Record Keeping

   An accurate record system for students and personnel shall be established. Student data should include enrollment history, immigration documentation, performance in the program, and when possible tracking of subsequent academic performance in college-level course work. Personnel data should include appropriate documentation of educational credentials and/or work experience for each position.

C. Faculty

1. Full-Time

   In order to maintain instructional continuity, there shall be a core of regularly employed teachers who teach a full load (as defined by the IEP) and receive an appropriate salary and fringe benefits.

2. Degree Level

   The members of the IEP faculty have at least master’s degrees in TESOL or training and/or experience appropriate to their course assignments.

3. Faculty Workload

   Faculty workload, including class preparation and presentation, work with students outside of class, committee work, and staff meetings, should be comparable to similar IEPs in like settings.

4. Professional Development

   Faculty shall have adequate opportunity and support for in-service training/professional development.

D. Student Services

1. Advising

   Each student must be assisted with academic planning and have
access to follow-up immigration counseling and a written grievance procedure.

2. Orientation

The IEP or the institution shall provide student orientation for the language program, the parent institution if applicable, and the local community.

3. Extracurricular Activities

The IEP or the institution shall address cross-cultural issues to assist student adjustment and have IEP students participate in extracurricular activities.

E. Finance

Refund Policy: The IEP or the institution must provide students with a written explanation of the refund policy.

F. Physical Facilities

The learning resources of the IEP must be sufficient for enabling students to develop the learning competencies described above. Adequate office, classroom, and laboratory facilities must be provided. Access to college libraries and instructional activities is highly desirable.

AGENDA ITEM #11:

Oklahoma’s Promise.

SUBJECT: FY2018 Official Funding Estimate for the Oklahoma’s Promise Scholarship Program.

RECOMMENDATION:

It is recommended that the State Regents provide to the State Board of Equalization a funding estimate of $74.3 million for the Oklahoma’s Promise scholarship program for fiscal year 2018.

BACKGROUND:

Oklahoma’s Promise was created by the Oklahoma Legislature in 1992. The program is designed to increase the education attainment level of Oklahoma’s population by providing an incentive for more students to aspire for college, prepare themselves academically in high school, and ultimately earn college degrees.

Students from families with incomes of $50,000 or less must enroll in the program in the 8th, 9th, or 10th grade. To earn the scholarship, students must complete a 17-course college preparatory curriculum, achieve at least a 2.50 GPA in the required core curriculum and a 2.50 GPA overall, attend school regularly, and refrain from drug abuse or delinquent acts. When the student begins college, a second family income check is required; the family income may not have increased to more than $100,000. Students completing the requirements qualify for a scholarship equal to public college tuition. To retain the scholarship in college, students must meet certain GPA, conduct and academic progress requirements.

During the 2007 session, the Oklahoma Legislature passed SB 820 providing a dedicated funding source to ensure full and stable financial support for the program. The implementation of a dedicated funding source for the Oklahoma’s Promise program was a long-standing legislative goal of the State Regents.

By statute, the State Regents must provide a funding estimate to the State Board of Equalization no later than November 1 of each year. The funding estimate is for the fiscal year that begins the following July 1. The seven-member State Board of Equalization is comprised of the Governor, Lieutenant Governor, State Auditor and Inspector, State Treasurer, Attorney General, Superintendent of Public Instruction, and the President of the Board of Agriculture. The Board is responsible for certifying the total amount of funds that the Legislature can appropriate from the state’s General Revenue Fund. The Board also has the responsibility to determine the amount of revenue necessary to fund the Oklahoma’s Promise scholarships and subtract that amount from the total funds available for appropriation from the General Revenue Fund.

To the credit of the Oklahoma Legislature, Oklahoma’s Governors, and the State Board of Equalization, the Oklahoma’s Promise program has fulfilled its commitment to paying every scholarship earned by participants in the program for the past twenty years. No Oklahoma’s Promise student has ever been denied the scholarship that they have earned due to lack of funding.
POLICY ISSUES:
The Oklahoma’s Promise program plays an important role in the State Regents’ goal to increase the proportion of Oklahoma’s population earning a college degree, including the specific targets set by the Complete College America initiative supported by Governor Mary Fallin.

ANALYSIS:
2017-18 Funding Estimate
Based on current data and projections, the funding estimate for the Oklahoma’s Promise program in 2017-18 is $74.3 million. The number of students expected to receive an Oklahoma’s Promise award in 2017-18 is about 18,000.

Factors taken into consideration to calculate the estimate include: (1) the enrollment rates of 8th, 9th, and 10th grade students in the program; (2) the rate at which Oklahoma’s Promise students complete the high school requirements to be eligible for the scholarship; (3) their high school-to-college going rates; (4) their enrollment patterns at colleges in Oklahoma; (5) their persistence/award-retention rates in college; (6) the number of college semester credit hours in which students enroll; (7) the tuition rates at each institution; (8) estimated tuition increases; and (9) changes in institutional tuition policy such as flat-rate tuition structures.

High School Student Enrollment in Oklahoma’s Promise
The number of Oklahoma’s Promise students enrolling in the program has been declining gradually since 2012. However, the projected rate of decline for the class of 2017 is significantly less than previous years. The 2017 high school graduating class is projected to decrease slightly by about 100 students or 1.2 percent compared to the 2016 graduating class (from 8,513 to 8,400).
A primary factor in the declining number of high school students enrolling in the program is that the $50,000 family income eligibility limit, which is set in statute, has not been adjusted since 2000. As a consequence, the percentage of Oklahoma families eligible to participate in the program has declined from 61 percent in 2000 to 41 percent in 2015.

Program Completion Rates of Oklahoma’s Promise Students
While the overall number of students enrolling in Oklahoma’s Promise in high school has been declining gradually, the percentage of those enrolled students who successfully complete the program’s requirements to be eligible for the scholarship has been increasing significantly. About seventy-two percent (72.0%) of Oklahoma’s Promise students enrolled in the high school graduating class of 2017 are projected to complete the program requirements. After trending down for several years, the percentage of students completing the requirements has increased steadily from less than 65 percent in 2012 to more than 70 percent in 2016. The increased completion rate means that about 400 more 2017 graduates will receive the scholarship than would have if the completion rate had remained at 65 percent.
Due to their increasing success in high school, the number of Oklahoma’s Promise students meeting the requirements to be eligible for the scholarship is expected to increase slightly for the graduating class of 2017.
High School Performance of Oklahoma’s Promise Students

Oklahoma’s Promise students completing the program requirements to become eligible for the scholarship outperform their high school peers on several measures including GPA and college-going rates.

**High School GPA’s**

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<th>Year</th>
<th>OKPromise Overall GPA</th>
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**College-Going Rates**

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College Performance of Oklahoma’s Promise Students

In college, Oklahoma’s Promise students continue to out-perform their peers on a number of measures, including full-time enrollment, persistence rates, and degree-completion rates.

Because Oklahoma’s Promise students have only a limited time to receive the scholarship, almost all students enroll full-time each semester. In addition, the average credit hour enrollment per student has increased at those colleges that have implemented flat-rate tuition policies which encourage enrollment in more credit hours per semester (for example, charging a flat tuition rate for 12-21 credit hours per fall/spring semester). Universities that now have flat-rate tuition policies include the University of Oklahoma, Oklahoma State University, the University of Science and Arts of Oklahoma, and Langston University.

![Full-Time College Enrollment](chart.png)

Full-Time College Enrollment

Research from a recent doctoral dissertation at Oklahoma State University confirmed that Oklahoma’s Promise students enrolled at Oklahoma State University and the University of Oklahoma were significantly more likely to persist from the freshmen to sophomore year than their non-Oklahoma’s Promise peers. In fact, the receipt of the Oklahoma’s Promise scholarship was the second strongest overall predictor of college persistence behind the student’s actual college GPA. Oklahoma’s Promise was a stronger predictor of college persistence than the student’s ACT score, high school GPA, and receipt of other financial aid such as Pell Grants, tuition waivers, student loans, or athletic scholarships. [Ky Le, “Factors Affecting Student Persistence at Public Research Universities in Oklahoma”, OSU PhD dissertation in Higher Education Administration, July 2016]
Oklahoma’s Promise students consistently earn college degrees at a significantly higher rate than non-Oklahoma’s Promise students. Over the past ten years, the number of college degrees earned annually by Oklahoma’s Promise students has grown from less than 500 to nearly 3,000 per year.
Employment of Oklahoma’s Promise College Graduates
After college graduation, Oklahoma’s Promise degree recipients are more likely than their peers to stay in Oklahoma, be employed and contributing to the state’s economy.
Oklahoma’s Promise Graduates

Oklahoma’s Promise college graduates are employed across Oklahoma as engineers, school teachers, nurses, information technology professionals, law enforcement officers, and countless other professionals and employees in businesses. Former Oklahoma’s Promise recipients are also rising to leadership positions in Oklahoma, including three current members of the Oklahoma Legislature.

"As a first generation college student, the idea of paying for and going to college was exciting and nerve wracking. Oklahoma’s Promise removed my uncertainty about college and has enabled me to serve the state I love as a legislator."

Representative John Montgomery
Lawton Eisenhower High School
Cameron University
University of Oklahoma

"As a first generation college student, I would not have been able to finish my bachelor’s degree on time without the Oklahoma’s Promise scholarship. I am still very grateful for the opportunities I was able to experience during my undergraduate career. I am, and will always be, committed to ensuring the Oklahoma’s Promise program is strong for Oklahoma students for generations to come."

Representative Cyndi Munson
Lawton Eisenhower High School
University of Central Oklahoma

"Oklahoma's Promise made it possible for me to attend college at Seminole State College and the University of Central Oklahoma. It was there I learned the importance of hard work and
accountability. I wouldn't be in the leadership role I hold today if not for the possibilities brought to me by Oklahoma's Promise and the citizens of Oklahoma."

Representative Justin F. Wood
Shawnee High School
Seminole State College
University of Central Oklahoma

Recognition of Oklahoma’s Promise
The success of Oklahoma’s Promise has drawn the national attention of researchers, policy makers and prominent education foundations. The Lumina Foundation is a $1 billion foundation focused on higher education. Lumina has identified the goal of increasing the proportion of Americans with degrees, certificates, and other high-quality credentials to 60 percent by 2025. The foundation has recognized the value of Oklahoma’s Promise and has provided assistance to states seeking to emulate the program. On August 16, 2016, the Lumina Foundation sponsored officials from six states – Arizona, Connecticut, Iowa, Minnesota, New Jersey, and New York – to come to Oklahoma for a full-day “Learning Opportunity” about Oklahoma’s Promise. The attendees included representatives of state executive branches, state higher education agencies, university system governing boards, and college presidents. The meeting was hosted at Oklahoma State University – Oklahoma City by Oklahoma Secretary of Education and Workforce Development and OSU-OKC President Natalie Shirley.

Projected Scholarship Recipients
The projected number of scholarship recipients in 2017-18 is expected to remain roughly the same as 2016-17.

Scholarship Recipients

As of 10/14/16
Sources of Funding and Year End Trust Fund Balances
As shown below, for the four fiscal years from FY2013 through FY2016, amounts totaling $18.4 million were budgeted from the program’s trust fund balance for scholarship expenditures. Beginning in FY2017, the trust fund no longer has a balance sufficient to be budgeted for scholarship expenses.

### Oklahoma's Promise
#### Funding Sources / Year End Trust Fund Balances

<table>
<thead>
<tr>
<th></th>
<th>Funding Estimate</th>
<th>From General Revenue</th>
<th>Budgeted From Trust Fund</th>
<th>June 30 Trust Fund Balance</th>
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<tbody>
<tr>
<td>FY'2011</td>
<td>$57,000,000</td>
<td>$57,000,000</td>
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<td>$15,626,849</td>
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<td>FY'2012</td>
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<td>$63,200,000</td>
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<td>$20,121,256</td>
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<td>$5,700,000</td>
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<td>FY'2015</td>
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<td>$4,000,000</td>
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<td>FY'2016</td>
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<td>FY'2017 estimate</td>
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<td>FY'2018 estimate</td>
<td>$74,300,000</td>
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AGENDA ITEM #12:

E&G Budget Allocations.

SUBJECT: Ratification of allocation for residual FY16 appropriations received from the State.

RECOMMENDATION:

It is recommended that the State Regents ratify the allocation of FY16 reconciliation funds in an amount that totals $20,713,079, as presented in the following schedules.

ANALYSIS:

State Appropriated Funds

The 2015 Legislature originally appropriated funding in House Bill 2242 of $963,412,106 for education operations in FY16. In response to the declaration of a revenue shortfall by the OMES for the current fiscal year, the Chancellor, on December 23, 2015, notified institutional presidents that in accordance with 70 O.S. 2001, §3903(g), institutional allotments of state appropriations would be reduced by an annualized 3.0 percent for the remainder of the fiscal year. On March 3, 2016, a second declaration of revenue shortfall was announced of an additional 4.0 percent cut, bringing the General Revenue failure to a total of 7.0 percent for FY2016.

On September 8, 2016, the Governor’s office announced that the amount of actual, general revenue received in excess of the declared shortfall estimates would be returned to state agencies as originally appropriated by the legislature. The State System of Higher Education received $20,713,079, to be returned to the institutions and programs as reflected on the attached schedules. The final amount received for FY16 then became $895,301,869.

Institutions, constituent agencies, higher education learning centers and agency operations will receive $18,230,108 million of the FY’16 reconciliation funds. This amount represents their full proportionate share of the reconciliation funds.

Additionally, because of the importance of the Concurrent Enrollment program to higher education institutions, students, and degree completion efforts the remaining funds in the amount of $2,288,247 to the Concurrent Enrollment program. This allocation increases the original the Concurrent Enrollment reimbursement percentage for FY17 from 35.2 percent to 62.8 percent. Attachment 2 shows the Concurrent Enrollment funding distribution by institution.

The Section 13 Offset Program will increase by $194,720 to be allocated to the participating institutions.

Institutions and programs will continue to be conscientious in budgeting and spending these one-time funds.
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<table>
<thead>
<tr>
<th>Institution</th>
<th>FY'16 Total State Allocated Funds</th>
<th>FY'16 Adjusted Allocation</th>
<th>Adj. FY'16 % Chg. From FY'15 Alloc.</th>
<th>Adj. FY'16 % Chg. From FY'15 Orig. Alloc.</th>
<th>OME5 FY'16 Reconciliation</th>
<th>Final FY'16 % Chg. From Orig. FY'16</th>
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<td>University of Central Oklahoma</td>
<td>147,764</td>
<td>96,838,899</td>
<td>3,060,896</td>
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<td>1,106,714</td>
<td>47,515,582</td>
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<td>TOTAL, ECU</td>
<td>35,471,764</td>
<td>26,469,899</td>
<td>3,060,896</td>
<td>-9.8%</td>
<td>1,106,714</td>
<td>47,515,582</td>
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<td>East Central University</td>
<td>16,729,100</td>
<td>15,105,514</td>
<td>1,643,056</td>
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<td>360,182</td>
<td>15,460,817</td>
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<td>McClester Learning Site</td>
<td>89,271</td>
<td>72,370</td>
<td>7,901</td>
<td>-9.8%</td>
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<td>74,096</td>
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<td>Nursing Program-Durant</td>
<td>200,679</td>
<td>189,925</td>
<td>10,754</td>
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<td>4,215</td>
<td>183,210</td>
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<td>TOTAL, ECU</td>
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<td>18,353,899</td>
<td>1,643,056</td>
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<td>360,182</td>
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<td>Northeastern State University</td>
<td>33,120,230</td>
<td>28,237,297</td>
<td>3,082,033</td>
<td>-9.8%</td>
<td>765,750</td>
<td>28,510,573</td>
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<tr>
<td>Evolve Arkansas campus</td>
<td>4,490,134</td>
<td>4,208,134</td>
<td>443,000</td>
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<td>96,537</td>
<td>4,344,695</td>
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<td>28,510,573</td>
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<td>Southeastern Oklahoma State University</td>
<td>16,862,095</td>
<td>15,041,697</td>
<td>1,640,498</td>
<td>-9.8%</td>
<td>338,767</td>
<td>15,379,466</td>
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<td>McCurtain County Branch</td>
<td>1,241,509</td>
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<td>1,236,357</td>
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<td>3,612</td>
<td>144,191</td>
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<td>TOTAL, OSE</td>
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<td>16,709,982</td>
<td>1,640,498</td>
<td>-9.8%</td>
<td>338,767</td>
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<td>Durant Business/Econ Development Center</td>
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<td>111,134</td>
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<td>65,133</td>
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<td>66,686</td>
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<td>TOTAL, NWOMS</td>
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<td>Cameron University</td>
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<td>18,640,604</td>
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<td>19,549,556</td>
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<td>Duncan branch campus</td>
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<td>TOTAL, CU</td>
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<td>19,549,556</td>
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<td>Langston University</td>
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<td>0%</td>
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<td>Langston Honor Program Admin</td>
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<td>177,828</td>
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<td>0%</td>
<td>150,916</td>
<td>6,375,283</td>
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<td>TOTAL, OPIE</td>
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<td>6,226,457</td>
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<td>0%</td>
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<td>Rogers State University</td>
<td>13,614,562</td>
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<td>0%</td>
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<td>University of Science &amp; Arts of Okla</td>
<td>7,315,314</td>
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<td>3rd Year Student Waivers</td>
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<td>41,351</td>
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<td>150,860</td>
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<td>College/Center</td>
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<td>FY16 Adjusted Allocation</td>
<td>FY16 CSG From FY16 Alloc.</td>
<td>FY16 % CSH From FY16 Orig. Alloc.</td>
<td>FY16 Reconciliation</td>
<td>Final FY16 Allocation</td>
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<td>---------------------------------------------------</td>
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<td>TOTAL: CASCs</td>
<td>6,201,526</td>
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<td>0%</td>
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<td>5,779,008</td>
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<td>TOTAL: EOSCs</td>
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<td>5,694,756</td>
<td>(621,753)</td>
<td>0%</td>
<td>133,803</td>
<td>5,830,563</td>
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<td>Murray State College</td>
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<td>0%</td>
<td>120,914</td>
<td>5,191,426</td>
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<td>5,079,412</td>
<td>(554,574)</td>
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<td>120,914</td>
<td>5,191,426</td>
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<td>TOTAL: NEOMC</td>
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<td>(211,123)</td>
<td>0%</td>
<td>190,125</td>
<td>7,995,868</td>
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<td>166,230</td>
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<td>Total</td>
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<td>4,545,911</td>
<td>(540,568)</td>
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<td>TOTAL: NOC</td>
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<td>4,545,911</td>
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<td>5,104,050</td>
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<td>3,192,189</td>
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<td>122,813</td>
<td>3,315,995</td>
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<td>TOTAL: RCC</td>
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<td>0%</td>
<td>122,813</td>
<td>3,315,995</td>
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<td>2,422,997</td>
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<td>TOTAL: SCCS</td>
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<td>0%</td>
<td>120,542</td>
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<td>Total: WOSCC</td>
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<td>(42,592)</td>
<td>0%</td>
<td>120,542</td>
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<td>0%</td>
<td>521,231</td>
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<tr>
<td>Total: OCCC</td>
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<td>0%</td>
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<td>18,748,972</td>
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<td>TOTAL: Ross</td>
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<td>(1,885,207)</td>
<td>0%</td>
<td>433,080</td>
<td>18,748,972</td>
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<tr>
<td>Tulsa Community College - Campus Operations</td>
<td>25,653,402</td>
<td>23,144,064</td>
<td>(2,509,338)</td>
<td>0%</td>
<td>766,530</td>
<td>23,910,595</td>
</tr>
<tr>
<td>Total: TCC</td>
<td>25,653,402</td>
<td>23,144,064</td>
<td>(2,509,338)</td>
<td>0%</td>
<td>766,530</td>
<td>23,910,595</td>
</tr>
<tr>
<td>Southern Oklahoma Higher Education Center, Ardmore</td>
<td>624,737</td>
<td>502,243</td>
<td>(122,494)</td>
<td>0%</td>
<td>17,242</td>
<td>519,485</td>
</tr>
<tr>
<td>Total: Ardmore ESC</td>
<td>624,737</td>
<td>502,243</td>
<td>(122,494)</td>
<td>0%</td>
<td>17,242</td>
<td>519,485</td>
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<tr>
<td>Section 510 Fiscal Funds (see attached schedule)</td>
<td>9,976,059</td>
<td>8,165,546</td>
<td>(891,513)</td>
<td>0%</td>
<td>194,724</td>
<td>8,359,737</td>
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<tr>
<td>DSS Charges</td>
<td>134,513</td>
<td>121,478</td>
<td>(13,035)</td>
<td>0%</td>
<td>2,932</td>
<td>124,400</td>
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<td>OneNet Higher Education User Fees</td>
<td>5,018,972</td>
<td>3,774,908</td>
<td>(1,244,064)</td>
<td>0%</td>
<td>62,788</td>
<td>3,517,189</td>
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<td>Quapaw Mountain</td>
<td>1,011,980</td>
<td>915,943</td>
<td>(96,037)</td>
<td>0%</td>
<td>31,342</td>
<td>947,285</td>
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<td>Pancha City Learning Site</td>
<td>651,660</td>
<td>509,484</td>
<td>(142,176)</td>
<td>0%</td>
<td>15,004</td>
<td>524,488</td>
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<td>Institutions, Constituent Agencies, Centers &amp; Learning Sites</td>
<td>425,922,689</td>
<td>762,649,164</td>
<td>(38,365,474)</td>
<td>0%</td>
<td>8,182,998</td>
<td>80,836,653</td>
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<tr>
<td>Subtotal</td>
<td>425,922,689</td>
<td>762,649,164</td>
<td>(38,365,474)</td>
<td>0%</td>
<td>8,182,998</td>
<td>80,836,653</td>
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<td>Governance &amp; Operations Support:</td>
<td>FV16 Total</td>
<td>FY16</td>
<td>Adj. FV16</td>
<td>Adj. FV16</td>
<td>OMES</td>
<td>Final</td>
</tr>
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<td>State Regent Core Operations</td>
<td>6,006,726</td>
<td>5,950,312</td>
<td>(50,314)</td>
<td>(0.84%)</td>
<td>142,066</td>
<td>6,150,377</td>
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<td>Regents II</td>
<td>2,580,996</td>
<td>2,336,501</td>
<td>(24,496)</td>
<td>(0.94%)</td>
<td>55,401</td>
<td>2,381,902</td>
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<td>Oklahoma Teacher Connection</td>
<td>377,327</td>
<td>349,266</td>
<td>(28,061)</td>
<td>(7.84%)</td>
<td>0</td>
<td>349,266</td>
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<td>Scholarship Administration</td>
<td>977,906</td>
<td>927,161</td>
<td>(50,745)</td>
<td>(5.44%)</td>
<td>12,145</td>
<td>940,306</td>
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<td><strong>Governance &amp; Operations Support Subtotal</strong></td>
<td><strong>15,463,509</strong></td>
<td><strong>15,318,241</strong></td>
<td>(<strong>1,445,268</strong>)</td>
<td>(<strong>9.41%)</strong></td>
<td><strong>218,493</strong></td>
<td><strong>15,536,733</strong></td>
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<td>Financial Aid Programs:</td>
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<td>Academic Scholarships Program</td>
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<td>7,680,888</td>
<td>(356,925)</td>
<td>(4.44%)</td>
<td>7,680,888</td>
<td>(356,925)</td>
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<td>Chiropractic Scholarships</td>
<td>36,091</td>
<td>34,601</td>
<td>(1,490)</td>
<td>(4.14%)</td>
<td>34,601</td>
<td>(1,490)</td>
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<td>Concurrent Enrollment Tuition Waiver for HS Seniors</td>
<td>3,462,434</td>
<td>3,211,287</td>
<td>(251,147)</td>
<td>(7.29%)</td>
<td>2,208,247</td>
<td>5,503,664</td>
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<td>George W. Dunn High Scholarships</td>
<td>68,161</td>
<td>66,551</td>
<td>(1,610)</td>
<td>(2.39%)</td>
<td>66,551</td>
<td>(1,610)</td>
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<td>National Guard Tuition Waiver Program</td>
<td>3,845,903</td>
<td>3,714,231</td>
<td>(131,672)</td>
<td>(3.48%)</td>
<td>1,714,231</td>
<td>5,559,132</td>
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<td>Oklahoma Tuition Aid Grant Program</td>
<td>19,115,723</td>
<td>19,016,465</td>
<td>(99,268)</td>
<td>(0.51%)</td>
<td>19,016,465</td>
<td>(99,268)</td>
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<td>Oklahoma Tuition Equalization Program (Private Schools)</td>
<td>3,086,399</td>
<td>3,067,303</td>
<td>(19,096)</td>
<td>(0.62%)</td>
<td>3,067,303</td>
<td>(19,096)</td>
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<td>Prospective Teacher Scholarships</td>
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<td>86,502</td>
<td>(3,735)</td>
<td>(4.14%)</td>
<td>86,502</td>
<td>(3,735)</td>
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<td>Regional University Scholarships</td>
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<td>912,164</td>
<td>(39,392)</td>
<td>(4.14%)</td>
<td>912,164</td>
<td>(39,392)</td>
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<td>International Scholarship Program</td>
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<td>311,904</td>
<td>(2,000)</td>
<td>(0.64%)</td>
<td>311,904</td>
<td>(2,000)</td>
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<td>Tribal Reconciliation Scholarships</td>
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<td>41,251</td>
<td>(1,868)</td>
<td>(4.31%)</td>
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<td>(1,868)</td>
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<td><strong>Sub-Total Financial Aid Programs</strong></td>
<td><strong>37,118,225</strong></td>
<td><strong>36,382,774</strong></td>
<td>(<strong>735,451</strong>)</td>
<td>(<strong>2.03%)</strong></td>
<td><strong>2,738,471</strong></td>
<td><strong>38,121,245</strong></td>
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<td>Other Special Programs:</td>
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<td>Adult Degree Completion Program (inc)</td>
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<td>(0.00%)</td>
<td>451,380</td>
<td>(0.00%)</td>
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<td>Endowed Chairs Program</td>
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<tr>
<td>EPSCoR/Research</td>
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<td>2,486,617</td>
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<td>2,486,617</td>
<td>(2,237,716)</td>
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<td>Grant Program/Economic Dev/CEES</td>
<td>390,094</td>
<td>379,625</td>
<td>(30,469)</td>
<td>(7.84%)</td>
<td>379,625</td>
<td>(30,469)</td>
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<td>Freshman School - USO</td>
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<td>24,999</td>
<td>(2,802)</td>
<td>(11.04%)</td>
<td>24,999</td>
<td>(2,802)</td>
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<td>Debt Service</td>
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<td>0.00%</td>
<td>50,126,956</td>
<td>(0)</td>
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<td>SURA/Leadership Program</td>
<td>276,019</td>
<td>268,850</td>
<td>(7,169)</td>
<td>(2.62%)</td>
<td>268,850</td>
<td>(7,169)</td>
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<td>Mentoring Literacy Program</td>
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<td>(6,508)</td>
<td>(9.74%)</td>
<td>59,575</td>
<td>(6,508)</td>
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<td>Student Preparation Program</td>
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<td>(644,342)</td>
<td>(39.64%)</td>
<td>955,684</td>
<td>(644,342)</td>
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<td>Summer Academic Programs</td>
<td>541,422</td>
<td>419,130</td>
<td>(122,292)</td>
<td>(22.91%)</td>
<td>419,130</td>
<td>(122,292)</td>
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<td>System Shared Resources</td>
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<td>Academic Library Databases</td>
<td>360,972</td>
<td>333,555</td>
<td>(27,417)</td>
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<td>(27,417)</td>
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<td>System Legal services</td>
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<td>47,519</td>
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<td>(9.84%)</td>
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<td>(4,677)</td>
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<td>System Safety, Health &amp; Environmental Resource Center</td>
<td>61,244</td>
<td>61,244</td>
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<td>61,244</td>
<td>(0)</td>
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<td>Internet 2</td>
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<td>3,345,130</td>
<td>(325,785)</td>
<td>(9.69%)</td>
<td>3,345,130</td>
<td>(325,785)</td>
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<tr>
<td>Teacher Shortage Incentive Program</td>
<td>363,370</td>
<td>327,630</td>
<td>(35,740)</td>
<td>(9.78%)</td>
<td>327,630</td>
<td>(35,740)</td>
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<tr>
<td>Sub-Total Other Special Programs</td>
<td>65,248,445</td>
<td>66,514,617</td>
<td>(3,266,172)</td>
<td>(4.95%)</td>
<td>66,514,617</td>
<td>(3,266,172)</td>
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<tr>
<td>Capital and Master Lease</td>
<td>977,180</td>
<td>908,993</td>
<td>(68,187)</td>
<td>(7.48%)</td>
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<td>(68,187)</td>
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<td><strong>TOTAL Allocation</strong></td>
<td>963,425,708</td>
<td>876,835,796</td>
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<td>(9.02%)</td>
<td>876,835,796</td>
<td>(86,590,912)</td>
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<tr>
<td>Institution</td>
<td>Total Dollars Waived Summer 2015, Fall 2015 and Spring 2016</td>
<td>% of Total</td>
<td>Total to be received as reimbursement</td>
<td>Additional Allocation to be Received</td>
<td>Total allocation received as revised reimbursement</td>
<td>Total Number of Seniors Waived</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
<td>-------------------------------------------------------------</td>
<td>------------</td>
<td>--------------------------------------</td>
<td>-------------------------------------</td>
<td>-----------------------------------------------</td>
<td>-----------------------------</td>
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<tr>
<td>Univ. Center of Southern OK (Ardmore)</td>
<td>90,490</td>
<td>1.09%</td>
<td>$31,833</td>
<td>$25,032</td>
<td>$56,864</td>
<td>500</td>
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<td>Cameron University</td>
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<td>4.31%</td>
<td>$125,334</td>
<td>$98,555</td>
<td>$223,889</td>
<td>568</td>
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<td>Carl Albert State College</td>
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<td>$67,060</td>
<td>$52,732</td>
<td>$119,791</td>
<td>509</td>
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<td>Connors State College</td>
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<td>$67,147</td>
<td>$52,800</td>
<td>$119,947</td>
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<td>$50,881</td>
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<td>Eastern Oklahoma State College</td>
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<td>$71,400</td>
<td>$56,144</td>
<td>$127,544</td>
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<td>Langston University</td>
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<td>0.03%</td>
<td>$813</td>
<td>$639</td>
<td>$1,452</td>
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<td>Murray State College</td>
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<td>$170,815</td>
<td>$134,318</td>
<td>$305,133</td>
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<td>$55,198</td>
<td>$43,404</td>
<td>$98,602</td>
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<td>$97,999</td>
<td>$77,061</td>
<td>$175,060</td>
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<td>Northern Oklahoma College</td>
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<td>2.10%</td>
<td>$61,068</td>
<td>$48,020</td>
<td>$109,089</td>
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<td>$36,077</td>
<td>$29,941</td>
<td>$68,019</td>
<td>146</td>
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<tr>
<td>Oklahoma City Community College</td>
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<td>8.07%</td>
<td>$234,929</td>
<td>$184,734</td>
<td>$419,663</td>
<td>1,558</td>
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<tr>
<td>Oklahoma Panhandle State University</td>
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<td>$47,004</td>
<td>$36,961</td>
<td>$83,964</td>
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<td>$52,741</td>
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<td>Redlands Community College</td>
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<td>$443,360</td>
<td>$348,631</td>
<td>$791,990</td>
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<td>$192,035</td>
<td>566</td>
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<td>$60,563</td>
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<tr>
<td>Tulsa Community College</td>
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<td>$371,181</td>
<td>$291,874</td>
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<td>760,994</td>
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<td>$210,508</td>
<td>$478,213</td>
<td>1,000</td>
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<tr>
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<td>$41,707</td>
<td>$94,746</td>
<td>225</td>
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<tr>
<td>University of Science and Arts</td>
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<td>$4,108</td>
<td>$9,332</td>
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<tr>
<td>Western Oklahoma State</td>
<td>111,336</td>
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<td>$39,166</td>
<td>$30,798</td>
<td>$69,964</td>
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TOTAL: $8,272,114 100.00% $2,910,001 $2,288,247 $5,198,248 16,529 77,771 $106,37

*Note: OSU-Tulsa reported with the OSU Main Campus.

**Note: The original FY2017 reimbursement percentage was 35.2% of the amount waived. The updated reimbursement percentage will be 62.8% of the amount waived.
<table>
<thead>
<tr>
<th>Institution</th>
<th>FY15 Allocation</th>
<th>Proposed FY16 Allocation</th>
<th>Difference from FY15 Allocation</th>
<th>Mid-Year Reduction 2.42%</th>
<th>Second Mid-Year Reduction</th>
<th>Fourth Mid-Year Reduction</th>
<th>Fifth Mid-Year Reduction</th>
<th>September Reimbursement</th>
<th>Final</th>
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</thead>
<tbody>
<tr>
<td>*OSU-IT Okmulgee Campus</td>
<td>$260,613</td>
<td>$251,492</td>
<td>-$9,121</td>
<td>-$13,631</td>
<td>-$8,959</td>
<td>-$1,454</td>
<td>-$713</td>
<td>$5,407</td>
<td>$223,020</td>
</tr>
<tr>
<td>*OSU-TC Oklahoma City</td>
<td>$260,613</td>
<td>$251,492</td>
<td>-$9,121</td>
<td>-$13,631</td>
<td>-$8,959</td>
<td>-$1,454</td>
<td>-$713</td>
<td>$5,407</td>
<td>$223,020</td>
</tr>
<tr>
<td>OSU-Tulsa</td>
<td>436,941</td>
<td>$421,648</td>
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<td>-$22,853</td>
<td>-$15,017</td>
<td>-$2,438</td>
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<td>-$1,774</td>
<td>-$286</td>
<td>-$141</td>
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<td>$44,026</td>
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<tr>
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<tr>
<td>Northwestern Oklahoma State Univ.</td>
<td>16,124</td>
<td>$15,560</td>
<td>-$564</td>
<td>-$843</td>
<td>-$560</td>
<td>-$390</td>
<td>-$44</td>
<td>$335</td>
<td>$13,793</td>
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<td>-$390</td>
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<td>-$15,293</td>
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<td><strong>System Total</strong></td>
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<td>$9,057,059</td>
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<td>$9,057,059</td>
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<td></td>
<td>-3.5%</td>
<td></td>
<td>2.1%</td>
<td>$8,031,774</td>
</tr>
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</table>

|                                      | 0.57%           |                          | 194720                          |                         |                         |                         |                         |                         |
AGENDA ITEM #13:

Revenue Bonds.

SUBJECT: Review and approval for transmittal of Statement of Essential Facts for General Revenue and Refunding Bonds.

RECOMMENDATION:

It is recommended that the State Regents certify to the Attorney General of Oklahoma that the Statements of Essential Facts for the University of Oklahoma’s General Obligation Refunding Revenue Bonds, Series 2016B in an amount of approximately $62,770,000 and Series 2016C (taxable) in an amount of approximately $21,880,000, is substantially accurate.

BACKGROUND:

For revenue bonds issued pursuant to Title 70, O.S., Supp. 2005, Sections 3305(n) and 3980.1 et seq., a Statement of Essential Facts shall be prepared by the issuing Board of Regents for the use of and information of prospective bond purchasers and requires that the State Regents examine the Statement of Essential Facts and, if found to be substantially accurate, certify such to the Attorney General of Oklahoma. These series represent the thirty-third and thirty-fourth series to be issued under the “General Obligation” legislation for the University of Oklahoma.

POLICY ISSUES: None

ANALYSIS:

The proceeds received from the sale of the Series 2016B/C bonds will be used (1) to refund Series 2007 A, B, C and D, bonds and to construct, renovate, remodel, expand and equip academic facilities and infrastructure technology for physics and astronomy and the Bizzell Memorial Library renovations, (2) to pay a portion of the interest on the bonds during the period of construction, and (3) to pay costs of issuance.


The University has pledged, as security for the bonds, the General Revenues of the University including income to be received from usage of the facilities. No reserve requirement will be established with respect
to these series of bonds. The pledged revenues as anticipated by the University’s Board will provide sufficient revenue to pay principal of and interest on the Bonds.

The Statement of Essential Facts as reflected in the Preliminary Official Statement for the projects has been reviewed and found to be substantially accurate. Projected revenue, as described in the Statement, will assure that revenues will be adequate to cover debt service requirements. The University of Oklahoma maintains compliance with their Board of Regents’ “Debt Policy,” and will support the bonds by an achievable financial plan that will include servicing the debt, meeting new or increased operating costs, and maintaining an acceptable debt service coverage ratio.

The major components being funded in part with new bond proceeds included the following:

1. Bizzell Memorial Library $3,000,000
2. Physics and Astronomy Academic Facilities $3,000,000
3. Utility System Improvements $1,500,000
4. Technology Infrastructure Upgrades $3,000,000
5. Real Property Acquisitions $4,500,000

The estimated savings on the refunded 2007 issuances is outlined in the following table:

<table>
<thead>
<tr>
<th>Bond Issue</th>
<th>Gross Savings</th>
<th>Average Annual Savings</th>
<th>Present Value (PV) Savings</th>
<th>PV Savings as a % of Refunded Principal</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRB Series 2007A</td>
<td>$5,316,041</td>
<td>$253,145</td>
<td>$4,046,773</td>
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<tr>
<td>GRB Series 2007B</td>
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<td>76,520</td>
<td>445,842</td>
<td>9.193%</td>
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<td>GRB Series 2007C</td>
<td>9,395,744</td>
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<tr>
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<td>1,539,541</td>
<td>171,060</td>
<td>1,446,042</td>
<td>14.282%</td>
</tr>
</tbody>
</table>

|                 | $16,710,445   | $927,804                | $12,963,949               |                                        |

A copy of the Preliminary Official Statement is available for review.

Financial data was provided by the University of Oklahoma and reviewed by Mr. Adam Pope, Financial Consultant to the university and Chris Kuwitzky, Associate Vice President and Chief Financial Officer, and internally reviewed by Sheri Mauck, Associate Vice Chancellor for Budget and Finance and Amanda Paliotta, Vice Chancellor for Budget and Finance.
AGENDA ITEM #14-a:

Endowment.

SUBJECT: Endowment Trust Fund Investment Performance Report and Annual Distribution Schedule

RECOMMENDATION: It is recommended that the State Regents approve a distribution of 4.5 percent of the June 30 market value totaling to the amount of $24.5 million for fiscal year 2016, and $21 million for prior years’ carryover—totaling approximately $45.5 million—for institutional expenditure from eligible Endowment Trust Fund accounts and approve the corresponding account reports for the year-ended June 30, 2016.

BACKGROUND:

With the allocation at the May 29, 2016 meeting, the State Regents have allocated a total of approximately $406 million to the Endowment Trust Fund for chairs, professorships and lectureships and from state appropriations since inception of the program in 1988. The last several years’ allocations are dedicated to bond debt service with the exception of the one-time transfer in FY2012 of 146.9 million from the EDGE Trust. The 2008 legislature increased the debt service for endowed chairs bonding authority by $4,899,645. The current total allocation of $9.956 million is the result of the reductions in state appropriations.

These allocations are to support the establishment of faculty chairs and professorships and for related activities to improve the quality of instruction and research at colleges and universities in the State System. State Regents have also allocated $30 million for the Langston University Endowment since 1999 and have completed the commitment with the FY2015 allocation. In addition to state funding, the fund contains private matching funds and unrestricted gifts.

In September 2003, the endowment distribution policy was revised to allow for 4.5 percent of the three-year average market value at June 30 to be available for distribution. This revision became effective with the FY04 distribution. Also, included for the seventh year is the available distribution for the Langston University Endowment. It has been a long-standing practice that our distribution approval has included previous year’s carryover funds. This item includes only one-half of those funds for available distribution for FY2017, as the earnings of the trust aren’t sufficient to continue this practice at the full amount of the undrawn, cumulative carryover.

POLICY ISSUES:

Investments for the Endowment Trust Fund have been made in compliance with the State Regents’ investment policy and relevant State Statutes.
STAFF ANALYSIS:

The market value of the trust fund was $652.2 million, as of June 30, 2016. In FY16, the fund posted a loss of approximately 1.3 percent, in unitized asset value.

The State Regents’ current investment policy provides that “the investment committee shall determine the distribution...The distribution will not necessarily be equivalent to actual earnings during the year, but to maintain a distribution rate from year to year that, as a goal, will approximate 4.5 percent of the asset values based on an average of the past three years for the endowment trust fund.” The attached distribution schedule reflects the distribution available for each eligible Endowment Trust Fund account and is presented for approval.
<table>
<thead>
<tr>
<th>Account</th>
<th>Account Balance 6/30/15</th>
<th>Account Balance 12/31/15</th>
<th>Account Balance 6/30/16</th>
<th>Account Balance 12/31/16</th>
</tr>
</thead>
<tbody>
<tr>
<td>158</td>
<td>158</td>
<td>158</td>
<td>158</td>
<td>158</td>
</tr>
<tr>
<td>Account</td>
<td>Account Balance 3/31/20</td>
<td>Account Balance 6/30/20</td>
<td>Authorized &amp; unused amount</td>
<td>FY15 Encumbrance Distribution</td>
</tr>
<tr>
<td>---------</td>
<td>--------------------------</td>
<td>--------------------------</td>
<td>---------------------------</td>
<td>------------------------------</td>
</tr>
<tr>
<td>2012-01</td>
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<td>20,000.00</td>
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<td>2012-02</td>
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<tr>
<td>2012-04</td>
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OKLAHOMA STATE REGENTS ENDOWMENT TRUST FUND–2010 DISTRIBUTION SCHEDULES

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<tr>
<th>Account</th>
<th>Account Balance 3/31/20</th>
<th>Account Balance 6/30/20</th>
<th>Authorized &amp; unused amount</th>
<th>FY15 Encumbrance Distribution</th>
<th>FY16 Capital Outlay</th>
<th>FY16 Requested</th>
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OU Health Sciences Center

<table>
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<tr>
<th>Account</th>
<th>Account Balance 3/31/20</th>
<th>Account Balance 6/30/20</th>
<th>Authorized &amp; unused amount</th>
<th>FY15 Encumbrance Distribution</th>
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Total: 20,000,000.00

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<thead>
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<th>Account Balance 9/30/16</th>
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<th>FY15 Carryover</th>
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<th>Growth</th>
<th>YTD Average</th>
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**Oklahoma State Regents Endowment Trust Fund - 2016 Distribution Schedule**

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<th>YTD Average</th>
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**Additional Notes:**
- The fund distribution is calculated based on the initial balance and the YTD income, with growth calculated as a percentage of the initial balance.
- The funds are distributed according to the specified percentages as outlined in the fund's distribution policy.
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**Oklahoma State Regents' Endowment Trust Fund 2016 Distribution Schedule**
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**Oklahoma State Regents Endowment Trust Fund - 2018 Distribution Schedule**
## OKLAHOMA STATE REGENT'S ENDOWMENT TRUST FUND - 2010 DISTRIBUTION SCHEDULE

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**Notes:**
- Distribution amounts are based on the maximum value specified.
- The number of days for distribution is set at 3.
- Remaining amounts are based on the distribution made.

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Oklahoma State Regents' Endowment Trust Fund - 2016 Distribution Schedule

Langston University

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**Notes:**
- **Account:** The account number assigned to the specific fund.
- **Account Balance:** The balance as of the specified date.
- **2015-2016 Average:** The average balance over the fiscal years 2015-2016.
- **FY16 appropriation:** The appropriation for fiscal year 2016.
- **FY17 appropriation:** The appropriation for fiscal year 2017.
- **FY18 appropriation:** The appropriation for fiscal year 2018.
- **FY19 appropriation:** The appropriation for fiscal year 2019.
- **FY20 appropriation:** The appropriation for fiscal year 2020.

**Revenue Oklahoma Colleges**

**Revenue Oklahoma State Colleges**

**Total Revenues:**

**Budgeted:**

**Actual:**

**Volume:**

**Expenditures:**

**Total Expenditures:**

**Total Expenditures:**

**Volume:**

**Notes:**
- **Account:** The account number assigned to the specific fund.
- **Account Balance:** The balance as of the specified date.
- **2015-2016 Average:** The average balance over the fiscal years 2015-2016.
- **FY16 appropriation:** The appropriation for fiscal year 2016.
- **FY17 appropriation:** The appropriation for fiscal year 2017.
- **FY18 appropriation:** The appropriation for fiscal year 2018.
- **FY19 appropriation:** The appropriation for fiscal year 2019.
- **FY20 appropriation:** The appropriation for fiscal year 2020.
AGENDA ITEM #14-b:

Endowment.

SUBJECT: Ratification of account transfers requested for the University of Oklahoma.

RECOMMENDATION:

It is recommended that the State Regents ratify accounts representing both a new endowment account and decreases from existing accounts previously matched transferred as increases to other previously matched accounts for the University of Oklahoma.

BACKGROUND:

The 2012 Legislature appropriated state-matching funds through Senate Bill No. 1969. These funds are appropriated to address the backlog in the endowed chairs queue. Funds originally received through this transfer were $141.9 million and accounts were matched at the October 2012 meeting of the State Regents utilizing those funds. An additional $4.98 million in earnings was received from the time of the authorized transfer and the closeout of the investment to the State Regents’ Endowment Fund resulting in additional funds for matching purposes. The State Treasurer notified us of the final transfer of close-out grant funds in the amount of $2,623,987.47, received in July 2015, as additional residual EDGE funds, allocated to endowment accounts in September 2015.

The methodology for distributing the state matching funds was adopted at the June 2012 meeting and allows for the same percentages be applied evenly between the two components (two-year/regionals (3.56%) and research tiers (96.44%)) that comprise the total amount of the queue at the time of the May 2012 legislation, with the amount distributed to the research tier to be divided equally. The amount for the two-year/regional tier was then applied to the next accounts in chronological order. This action is approval at the account level for full participation in the Endowed Chairs Program. Also, included in today’s request is the approval of $650,000 for each research university to replace funds reallocated in October 2012, then the application of the approved formula to the remaining balance.

POLICY ISSUES:

The State Regents' Policy for Administering the Regents' Endowment Fund Program provides that:

- Endowed chairs and distinguished professorships should be established in academic areas that will contribute to the enhancement of the overall cultural, business, scientific or economic development of Oklahoma.

- Endowed chairs and professorships must be established in areas for which the institution has ongoing, approved academic programs.

- An institution may apply for an endowed chair, professorship or other related project upon meeting the requirements for establishing an account (an institution must have on deposit at least 50 percent of
the private funds minimum required match as set forth in the policy, with a written commitment that the balance will be on deposit within a 36-month period). Matching funds must originate from monies contributed to the institution from sources specifically designated by the donor for the purpose specified in the endowment fund policy.

ANALYSIS:
The University of Oklahoma has requested the following transfers from a previously matched endowment accounts, as a result of a request of the donor, in order to repurpose the original private funding for other uses on campus. The transfers result in additions to other accounts in the actively, matched program, as well as an additional account being moved from the unfunded queue, to the matched program. The requests are outlined below:

- Transfers from the Hudson Family Chair of History ($534,781.00)
- Increase to the Chong K. Liew Chair in Economics $31,345.00
- Increase to the Homer L. Dodge Chair in High Energy Physics $45,653.00
- Increase to the Rudolph C. Bambas Professorship of English $75,459.00
- Increase to the J.R. Morris Professorship of Psychology $48,427.00
- Increase to the Sarah Louise Welch Chair in History $18,003.00
- Increase to the Homer L. Dodge Chair in Atomic Physics $61,092.00
- Increase to the Wick Cary Professorship Constitutional Heritage #2 $130,066.00
- Increase to the Henry Bellmon Chair in Public Service $88,908.00
- New (partial funding) of the Robert & Virginia Bell Chair in Anthropological Archaeology $35,828.00

To date, institutions have requested funding for which state matching funds have not been available. Assuming approval of this item, still unmatched are approximately $154.5 million in fully-funded accounts and increases to previously approved accounts system-wide.

Status Report on the Program - With the appropriation from the 2016 session, the Oklahoma State Regents have allocated approximately $406 million since inception of the endowment program in 1988. Including the accounts presented in this item for approval, State Regents will have approved a total of 1008 accounts at 27 institutions, as shown below:
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AGENDA ITEM #15:

Contracts and Purchases.


RECOMMENDATION:

It is recommended that the State Regents ratify the agreement with the Oklahoma Board of Career and Technology Education for FY2017.

BACKGROUND:

For many years, the State Regents have entered into an annual agreement with the State Board of Career and Technology Education whereby certain State System institutions carry out programs and services of a technical education nature utilizing funds provided by the Department of Career and Technology Education.

POLICY ISSUES:

State law (70 O.S. 1991, Section 2264) provides for the State Board of Career and Technology Education (formerly Oklahoma Board of Vocational and Technical Education) to contract with the State Regents for the administration of the amount of funds set aside for supplementing the funding of postsecondary programs. The State Regents assume responsibility for allocation of the funds.

ANALYSIS:

The attached contract provides for the transfer of approximately $4.07 million in state and federal funding from the Oklahoma State Board of Career and Technology Education to the Oklahoma State Regents for Higher Education in exchange for services. The services provided by Oklahoma colleges and universities relate to the operation of Tech Prep programs, Carl D. Perkins programs and teacher in-service/professional development for CareerTech teachers, and Adult Education and Family literacy programs. Programs coordinated by the State Regents include data/information sharing.

Attachment
Agreement Between
THE OKLAHOMA STATE BOARD OF CAREER AND TECHNOLOGY EDUCATION
and
THE OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

2016-2017 Programs and Services

This Agreement is entered into by and between the State Board of Career and Technology Education, herein referred to as “State Board” and the Oklahoma State Regents for Higher Education, herein referred to as “State Regents” in accordance with a Memorandum of Understanding pursuant to Senate Joint Resolution No. 35 of the First Session of the Thirty-Fourth Oklahoma Legislature (1973).

WITNESSETH:

WHEREAS, the State Board and the State Regents previously subscribed to a Memorandum of Understanding and Agreement regarding the necessity of cooperation of the two boards and their administrative offices as regards to their common responsibilities in the further development of career and technology education in Oklahoma; and

WHEREAS, this Memorandum of Understanding and Agreement was validated by the First Session of the Thirty-Fourth Oklahoma Legislature in its enactment of Senate Joint Resolution No. 35 codified at 70 O.S. 2011, §§ 2251-2272; and

WHEREAS, this Memorandum and Legislative Resolution provided that the State Board will annually enter into an Agreement with the State Regents for supplemental funding of programs operated at institutions under the jurisdiction of the State Regents and will provide certain funding; and

WHEREAS, the State Board and the State Regents agree that the performance of this Agreement shall begin on the 1st day of July 2016 and will terminate no later than the 30th day of June 2017.

IT IS HEREBY STIPULATED AND AGREED by and between the State Board and the State Regents as follows:

1. *Funds in the amount of $1,788,939 will be provided by the State Board for the purpose of postsecondary career and technical programs pursuant to the regulations of the Carl D. Perkins Career and Technical Education Act of 2006 (CFDA #84.048). Allocation of funds will be as follows:

   Cameron University   $ 56,042
   Connors State College $ 167,921
   Murray State College  $ 86,164
   Northern Oklahoma College  $ 118,028
   Oklahoma City Community College $ 249,781
   OSU-OKlahoma City      $ 374,058
OSU-Institute of Technology $138,414
Rogers State University $81,552
Rose State College $131,550
Tulsa Community College $323,138
Western Okla State College $62,291

2. *Funds in the amount of $2,112,091 will be provided by the State Board for the purpose of Adult Education and Family Literacy programs pursuant to the regulations of Title II of the Workforce Innovation and Opportunity Act (WIOA) of 2014 (CFDA #84.0020000). Allocation of funds will be as follows:

   Northeastern Oklahoma College A&M $83,478
   Oklahoma City Community College $1,967,734
   OSU-Institute of Technology $60,879

3. The State Board of Career and Technology Education (ODCTE) desires to contract with the University of Central Oklahoma (UCO) and Oklahoma State University (OSU), and UCO and OSU desire to provide teacher in-service, professional development, coaching and mentoring for new CareerTech teachers enrolled in the New Teacher Induction Program, as outlined below.

   The parties agree that:

   New Teacher Induction coordinators from UCO and OSU must provide their ODCTE contact with appropriate documentation related to the services they provide to teachers enrolled in the program. Documentation will include: date of visit, number of hours spent observing and advising teacher, reimbursable mileage itemized by visit, and synopsis of visit including observation notes and general topics covered. The documentation will be submitted electronically to ODCTE via the template provided to the University Coordinator.

   All UCO and OSU representatives providing instructional coaching/mentoring services to teachers enrolled in the Teacher Induction Program must participate in the required Coaching/Mentor training provided by the ODCTE. ODCTE will be involved in the selection of instructional coaches. All instructional coaches will have a background in Career and Technical Education.

   Coordinators will also provide ODCTE an itemized outline of the instructional coach visits including the following information: date of visit, time of visit, name of the technology center and campus, new teacher’s name, instructional coach’s name, and reimbursable mileage. In addition, the university coordinators will secure all required signatures on the team agreement forms, local school mentor reimbursement forms, and the instructional coach reimbursement forms for each of their respective teachers. All documentation will be submitted to ODCTE by May 17th.

   Funding will consist of both fixed and variable amounts not to exceed $45,400. The fixed amount of $35,400 will be divided between UCO and OSU, with each school receiving $17,700. The variable amount is utilized for documented University travel, not to exceed $5,000 per university reimbursed at the state rate. Universities will be reimbursed $2,000
for each teacher served. Instructional coaches will conduct a minimum of five visits with the new teacher. If unforeseen circumstances cause fewer than four visits to be made, the university will be compensated at a rate of $300 per visit in lieu of the $2,000 per teacher served amount.

If the universities do not have teachers in the program, no funding will be paid by ODCTE under this section of the contract.

4. The State Board will contract with OSU to assist new and alternative certified agricultural education teachers for the FY 2017 school year. The amount is not to exceed $5,000.

5. The State Board will pay the State Regents $50,000 to furnish information services and to provide information needed to further develop career and technical education. The State Board will provide a schedule of reports and data requests with respective due dates to the State Regents. The State Board will provide the State Regents staff with as much advance notice as possible for any additional information requests.

6. The state Board will contract with Rogers State University to provide ALS psychomotor examinations to candidates seeking NREMT/OSDH certifications as Paramedics, Advanced EMTs, and Intermediate EMTs. The amount is not to exceed $15,750.

7. The state Board’s contribution is based upon contingencies that federal and state funding will be available for the support of programs at a level not less than the past fiscal year. In the event state and/or federal funding is decreased, the total amount will be revised proportionately.

8. The State Board shall make payment under this Agreement upon presentation of an expenditure report on a quarterly basis by the higher education institutions identified in this Agreement.

9. The institutions party to this Agreement will make reports to the State Board as necessary and appropriate.

10. Any additional services that the State Board wishes to have provided by the State Regents during FY 2017 will be negotiated by the staff of the Oklahoma Department of Career and Technology Education working with each appropriate institution or agency of the state system to provide the needed services. Each such agreement for provisions of services shall be separately negotiated and added as an amendment to this Agreement. Under the terms of this Agreement, amendments will be provided to the Oklahoma State Regents for Higher Education by the Oklahoma Department of Career and Technology Education.

*It is understood that in cases of the director and staff of the State Board making arrangements for certain line-item projects to be funded, the State Regents will not be able to assume the responsibility for fully accounting for the expenditure of the funds since the monies do not perfunctorily pass through the State Regents by virtue of this Agreement.

IN WITNESS WHEREOF, the State Board and the State Regents have executed this Agreement and have caused the signatures of the authorized representative to be affixed hereto.
State Board of Career and Technology Education:

Martie Mack, State Director

Date

Oklahoma State Regents for Higher Education:

Glen Johnson, Chancellor

Date
AGENDA ITEM #16:

Deleted Item.
AGENDA ITEM #17:

Commendations.

SUBJECT: Recognition of State Regents’ staff for service and recognitions on state and national projects.

RECOMMENDATION:

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

RECOGNITIONS:

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

- **Sharon Bourbeau**, communications coordinator II and project coordinator for the Oklahoma’s Promise annual marketing campaign, accepted awards conferred to the OSRHE Communications department by the Oklahoma College Public Relations Association (OCPRA) for the Oklahoma’s Promise application video, which won first place in the Digital Advertising category and second place in the Video Featurette category at the OCPRA Annual Conference.

- **Kyle Foster**, coordinator for academic affairs initiatives, was selected as one of 24 recipients from the Education category for ionOklahoma’s Nextgen Under 30 Award.

- The Student Preparation Team, **Matt Higdon**, director of student preparation and **Lisa Nelson**, assistant director of student preparation, held nine EPAS Fall Workshops around the state during the month of September. There were over 530 counselors and administrators in attendance. OCAP employees, **Kelli Kelnar**, outreach specialist III, **Letha Huddleston**, outreach services specialist II, and **Chelsea Hunt**, student portal coordinator also presented.

- **Chancellor Glen D. Johnson** provided welcoming remarks and introduced keynote speakers at Legal Issues in Higher Education Conference at the University of Oklahoma in Norman; provided welcoming remarks for Fair Labor Standards Act Overtime Rules Training at the Presbyterian Health Foundation Conference Center in Oklahoma City; provided welcoming remarks for the 9th Annual Reading Conference at the Presbyterian Health Foundation Conference Center in Oklahoma City; made presentation and served as master of ceremonies for annual Regents Education Program at the Presbyterian Health Foundation Conference Center in Oklahoma City; provided remarks at Southeastern Oklahoma State University (SEOSU) Distinguished Alumni Awards banquet in Durant; provided remarks at retirement reception honoring Dr. Donald Halverstadt with the University of Oklahoma Health Sciences Center at Oak Tree Golf and Country Club in Edmond; made presentation to Student Advisory Board in Oklahoma City; provided remarks and introduced keynote speaker at Student Leadership Retreat at Rose State College (RSC) in Midwest City; provided remarks and presented Spotlight Award at
Undergraduate Research Conference at the Presbyterian Health Foundation Conference Center in Oklahoma City.

- **Ricky Steele**, executive director of research and information systems served as a presenter at the Oklahoma Able Tech, 2016 Technology Accessibility Conference.

- The OneNet team held a Customer to Customer Tour stop at the Tandy Supercomputing Center in Tulsa. The tour gave customers an opportunity to interact with OneNet staff and each other. Customers toured the Tandy Supercomputing Center and learned about OneNet's partnership with the center. Customers also learned about OneNet's security initiatives and how the OneNet team works to mitigate security risks for customers. Team members who participated in the event included executive director **Von Royal**, director of network services **Robert Nordmark**, director of OneNet strategic planning and communications **April Goode**, director of network systems **Brian Burkhart**, customer relations manager **Courtney Hamar**, chief information security officer **Barbara McCrary**, information security analyst **Chris Kosciuk** and executive director of research and information systems **Ricky Steele**.
AGENDA ITEM #18:

Executive Session.

SUBJECT: Possible discussion and vote to enter into executive session pursuant to Title 25, Oklahoma Statutes, Section 307(B)(4) for confidential communications between the board and its attorneys concerning a pending investigation, claim, or action if the board's attorney determines that disclosure will seriously impair the ability of the board to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.
AGENDA ITEM #19-a (1):

Programs.

SUBJECT: Approval of Institutional Requests.

RECOMMENDATION:

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

BACKGROUND:

University of Oklahoma Health Sciences Center (OUHSC)
2 degree program requirement changes

Oklahoma City Community College (OCCC)
2 degree program requirement changes

Oklahoma State University-Oklahoma City (OSU-OKC)
1 degree program requirement change

Western Oklahoma State College (WOSC)
1 degree program option deletion
1 degree program option addition

POLICY ISSUES:

These actions are consistent with the State Regents’ Academic Program Approval policy.

ANALYSIS:

OUHSC – Master of Arts in Dietetics (083)

Bachelor of Science in Nutritional Sciences (009)

Degree program requirement change

• Remove the Dietetic Registration Exam for applicants who possess less than a master’s level education.
• The proposed change is mandated by the Commission on Dietetic Registration accreditation standards.
• No new courses will be added and no courses will be deleted.
• Total credit hours for the degree will not change.
• No funds are requested from the State Regents.
OCCC – Associate in Applied Science in Emergency Medical Sciences (014)
Degree program requirement change
• For the program application/admission process:
  ♦ Require students to complete the Fisdap exam for admissions.
  ♦ Remove minimum grade point average required for admission.
• The proposed changes will allow more students to apply to the program and will assist with student success.
• No new courses will be added and no courses will be deleted.
• Total credit hours for the degree will not change.
• No funds are requested from the State Regents.

OCCC – Associate in Applied Science in Physical Therapist Assistant (055)
Degree program requirement changes
• For the program application/admission process:
  ♦ Allow out-of-state students to demonstrate math competency with comparable math scores on the ACT. Test scores must be within 5 years.
• For preference points:
  ♦ Change maximum points assigned for science courses from 3 to 4.
  ♦ Change maximum points assigned for college-level medical terminology from 1 to 2.
  ♦ Change total maximum number of preference points from 19 to 21.
• The proposed changes are the result of the Physical Therapist Assistant advisory committee’s recommendations to avoid applicants taking classes not required for the degree and to allow greater access to out of state and active military applicants.
• No new courses will be added and no courses will be deleted.
• Total credit hours for the degree will not change.
• No funds are requested from the State Regents.

OSU-OKC – Associate in Applied Science in Technical Spanish-Translation and Interpretation (100)
Degree program requirement change
• For the “Health Care” option:
  ♦ Add SPAN 1113, SPAN 1223, SPAN 2113, SPAN 2133, and TSTI 1143.
  ♦ Remove SPAN 2115.
  ♦ Add TSTI 1143 as an alternative course to TSTI 1113.
  ♦ Change credit hours required for “Guided Electives” from 12 to 9.
• For the “Legal” option:
  ♦ Add SPAN 1113, SPAN 1223, SPAN 2113, SPAN 2133, TSTI 1143, and TSTI 2411.
  ♦ Remove SPAN 2115 and TSTI 2413.
  ♦ Add TSTI 1143 as an alternative course to TSTI 1113.
  ♦ Change credit hours required for “Guided Electives” from 12 to 9.
• The proposed changes create continuity with introductory Spanish courses.
• No new courses will be added and no courses will be deleted.
• Total credit hours for the degree will change from 63-65 to 64.
• No funds are requested from the State Regents.

WOSC – Associate in Applied Science in Applied Technology (015)
Degree program option deletion
• Delete option “Applied Agricultural Technology.”
• The proposed deleted option has not been offered since the 2002-2003 academic year.
There are currently no students enrolled.
Five courses will be deleted.
Total credit hours for the degree will not change.
No funds are requested from the State Regents.

**WOSC – Associate in Science in Agriculture (070)**
Degree program option addition
- Add option “Pre-Veterinary Animal Science.”
- The proposed option is designed for students to complete lower-level courses to be transferred to a 4-year institution with a Pre-Veterinary Medicine program.
- No new courses will be added and no courses will be deleted.
- Total credit hours for the degree will not change.
- No funds are requested from the State Regents.
AGENDA ITEM #19-a (2):

Programs.

SUBJECT: Approval of institutional requests.

RECOMMENDATION:

It is recommended that the State Regents ratify the approved institutional request to suspend the existing academic degree program, as described below.

BACKGROUND:

Eastern Oklahoma State College (EOSC) requested authorization to suspend the programs listed below:

- Associate in Applied Science in Administrative Office Technology (045)

POLICY ISSUES:

Suspending a program is consistent with the State Regents’ Academic Program Review policy. Institutions have three years to reinstate or delete suspended programs. Students may not be recruited or admitted into suspended programs. Additionally, suspended programs may not be listed in institutional catalogs.

ANALYSIS:

EOSC requested authorization to suspend the Associate in Applied Science in Administrative Office Technology (045).

- EOSC reports low student demand despite curricular modification efforts.
- EOSC will reinstate or delete the program by October 31, 2019.

Authorization was granted by the Chancellor for the above request. State Regents’ ratification is requested.
AGENDA ITEM #19-b:

Reconciliation.

SUBJECT: Approval of institutional requests for program reconciliations.

RECOMMENDATION:

It is recommended that the State Regents approve requests for degree program inventory reconciliations as described below.

BACKGROUND:

The University of Oklahoma (OU) requested a degree program modification change for the Bachelor of Science in Construction Science (255) to reconcile institutional practice with official degree program inventory.

Southwestern Oklahoma State University (SWOSU) requested a degree program modification change for the Bachelor of Arts in Criminal Justice (103) to reconcile institutional practice with official degree program inventory.

POLICY ISSUES:

These actions are consistent with the State Regents’ Academic Program Approval policy.

ANALYSIS:

OU requested curricular changes to the Bachelor of Science in Construction Science (255), which were approved at the June 30, 2016 State Regents’ meeting. The agenda item omitted the following courses as being added to the curricular requirements: CNS 2433, CNS 2211, CNS 3413, and CNS 3623. This action will correct this error and reconcile institutional practice with official degree program inventory.

SWOSU requested a degree program modification change for the Bachelor of Arts in Criminal Justice (103), which were approved at the January 28, 2016 State Regents’ meeting. The agenda item indicated adding CRMJS 4103 and CRMJS 4153 to “Required” courses but should have added CRMJS 3523 and CRMJS 4333. Additionally the credit hours required for “Electives” should be 6 rather than 9. Finally, POLSC 2523 should have been POLSC 2623. This action will correct this error and reconcile institutional practice with official degree program inventory.
AGENDA ITEM #19-c:

Academic Nomenclature.

SUBJECT: Ratification of institutional requests.

RECOMMENDATION:

It is recommended that the State Regents ratify the approved academic nomenclature changes as described below.

BACKGROUND:

Seminole State College (SSC) requested authorization to eliminate one academic division. SSC’s governing board approved the request on June 16, 2016.

Northeastern State University (NSU) requested authorization to create a new organizational unit. NSU’s governing board approved the request on September 23, 2016.

POLICY ISSUES:

These actions are consistent with the State Regents’ Approval of Changes in Academic Structure and Nomenclature policy.

ANALYSIS:

As a cost saving measure to reduce administrative supervisory costs, SSC requested approval to reorganize academic divisions to include elimination of one division and realigning the academic programs offered within divisions. No programs were changed or deleted. No additional funding is requested from the State Regents for this change.

NSU proposes to create the School of Visual and Performing Arts within the College of Liberal Arts. The proposed new unit will house the Department of Art and Drama and the Department of Performing Arts and will offer all art, music, and drama related programs. The School of Visual and Performing Arts will provide an avenue for arts and educational outreach for northeastern Oklahoma and will enhance opportunities for interdisciplinary scholarship and arts advancement throughout the region. No programs were changed or deleted. No additional funding is requested from the State Regents for this change.

Authorization was granted by the Chancellor for the above requests. State Regents’ ratification is requested.
AGENDA ITEM #19-d:

Program Reinstatement.

SUBJECT: Ratification of an institutional request program reinstatement.

RECOMMENDATION:

It is recommended that the State Regents ratify the approved institutional request to reinstate a suspended academic program, as described below.

BACKGROUND:

Oklahoma State University-Oklahoma City (OSU-OKC) requested authorization to reinstate the Associate in Applied Science in Radiologic Technology (099) which was suspended April 9, 2015.

In accordance with policy, no students were recruited or admitted to the program during suspension, and the program was not listed in the college catalog.

POLICY ISSUES:

This action is consistent with the State Regents’ Academic Program Review policy, which stipulates that suspended degree programs must be reinstated or deleted within three years or other specified time period designated at the time of suspension.

ANALYSIS:

The Associate in Applied Science in Radiologic Technology (099) was suspended April 9, 2015 due to elimination of the cooperative agreement with Metro Technology Center, which was the result of changes driven by the Higher Learning Commission. OSU-OKC reports they have reached out to Metro Technology Center to establish a contractual arrangement; however, these attempts have been unsuccessful. OSU-OKC has recently opened an Allied Health Building and will be able to house the faculty and facilities necessary to maintain and offer the program. Reinstatement of the program will meet student needs and adhere to the intentions of OSU-OKC for the program.

It is understood that with this action, OSU-OKC is authorized to advertise, recruit, and admit students to the program. Consistent with its classification and status, this program will be placed on the regular program review cycle.

Authorization was granted by the Chancellor for the above request. State Regents’ ratification is requested.
AGENDA ITEM #19-e:

Electronic Delivery.

SUBJECT: Oklahoma State University. Approval to offer the Bachelor of Science in Business Administration in Management and the Bachelor of Science in Business Administration in General Business via online delivery.

RECOMMENDATION:

It is recommended that the State Regents approve Oklahoma State University’s requests to offer the existing Bachelor of Science in Business Administration in Management and the Bachelor of Science in Business Administration in General Business via online delivery.

BACKGROUND:

Oklahoma State University (OSU) is currently approved to offer the following degree programs through online delivery:

- Certificate in Public Health (499);
- Certificate in Sustainable Business Management (508);
- Bachelor of Science in Nursing in Nursing (515);
- Bachelor of Science in Business Administration in Marketing (451);
- Bachelor of Science in Electrical Engineering Technology (077);
- Graduate Certificate in Biobased Products and Bioenergy (484);
- Graduate Certificate in Business Data Mining (464);
- Graduate Certificate in Business Sustainability (490);
- Graduate Certificate in Entrepreneurship (492);
- Graduate Certificate in Family Financial Planning (441);
- Graduate Certificate in Grassland Management (488);
- Graduate Certificate in Marketing Analytics (494);
- Graduate Certificate in Non-Profit Management (491);
- Graduate Certificate in Infant Mental Health (516);
- Master of Business Administration (035);
- Master of General Agriculture (302);
- Master of Public Health in Public Health (500);
- Master of Science in Agriculture Education (008);
- Master of Science in Applied Statistics (507);
- Master of Science in Biosystems Engineering (011);
- Master of Science in Business Analytics (505);
- Master of Science in Chemical Engineering (042);
- Master of Science in Computer Science (053);
• Master of Science in Electrical Engineering (072);
• Master of Science in Engineering and Technology Management (411);
• Master of Science in Entrepreneurship (474);
• Master of Science in Fire and Emergency Management Administration (414);
• Master of Science in Human Environmental Science (427);
• Master of Science in Industrial Engineering and Management (135);
• Master of Science in Management Information Systems (412);
• Master of Science in Mechanical and Aerospace Engineering (145); and
• Master of Science in Telecommunications Management (403).

OSU’s governing board approved offering via online delivery the existing Bachelor of Science in Business Administration in Management (449) and the Bachelor of Science in Business Administration in General Business (447) programs at their June 17, 2016 meeting. OSU requests authorization to offer the existing programs via online delivery, as outlined below.

POLICY ISSUES:

These actions are consistent with the Oklahoma State Regents for Higher Education’s Distance Education and Traditional Off-Campus Courses and Programs policy. This policy allows institutions with approved online delivered programs or grandfathered status to request programs through an abbreviated process. The process calls for the president to send the following information to the Chancellor: 1) letter of intent, 2) the name of the program, 3) delivery method(s), 4) information related to population served and demand, and 5) cost and financing.

ANALYSIS:

OSU satisfactorily addressed the requirements in the Distance Education and Traditional Off-Campus Courses and Programs policy as summarized below.

Bachelor of Science in Business Administration in Management (449)

Demand. Critical skills in today’s job market include project management, critical thinking, data analysis, written and oral communication, and problem solving. A business management degree encompasses these skills, as well as job-relevant “soft skills” that are increasingly required in all fields. Because of this, the Management Department at OSU has primarily focused on developing these competences rather than on specific job duties.

According to the Bureau of Labor Statistics, employment for management occupations is projected to grow by 6 percent through 2024, which will result in 500,000 new jobs, each requiring a degree. However, OSU reports that many students have stopped out of college because time constraints prohibit the completion of coursework. OSU reports that all 31 credit hours of general education required for the Bachelor of Science in Business Administration in Management (449) will be available online. These credit hours coupled with the already online courses required in the major will allow students more flexibility and the opportunity to complete the degree they started. Allowing a full bachelor’s degree online will also allow OSU to be competitive with other schools accredited through the Association to Advance Collegiate Schools of Business and attract more students.

Delivery method. The delivery of the courses will be a combination of video lectures, documents/readings/assignments, discussion board collaborations, and exam/quizzes using Desire 2 Learn (D2L). D2L is a learning management system offering synchronous and asynchronous program and
course instruction. D2L allows the student to log on to a secure web-browser to gain access to course syllabi, documents, assignments, tests, and other course and program related material. The library, facilities, and equipment are adequate for this degree program.

**Funding.** The existing program will be funded through existing allocations and the tuition and fee structure, and no new funding from the State Regents will be required to deliver the existing degree program through online delivery.

**Duplication and impact on existing programs.** A system wide letter of intent was communicated by email on May 24, 2015. The University of Oklahoma (OU) requested a copy of the program, which was sent July 19, 2016. Neither OU nor any other State System institution notified State Regents’ staff of a protest to the proposed delivery method of the existing program. Approval will not constitute unnecessary duplication.

Based on staff analysis and institutional expertise, it is recommended the State Regents approve OSU’s request to offer the existing degree program through online delivery, as described above.

**Bachelor of Science in Business Administration in General Business (447)**

**Demand.** Students completing the Bachelor of Science in Business Administration in General Business (447) can find employment in a wide range of occupations and organizations. According to surveys of OSU Alumni, graduates find jobs as managers, marketers, financial analysts, systems analysts, bankers, and insurance agents. According to the most recent alumni survey, 100 percent of students who graduated two years ago were employed with an average salary of $58,000/year. However, OSU reports that many students have either attended other institutions to obtain general education requirements online or have stopped out of college because time constraints prohibit the completion of coursework. OSU reports that all 31 credit hours of general education required for the Bachelor of Science in Business Administration in General Business (447) will be available online. These credit hours coupled with the courses required in the major will allow students more flexibility and the opportunity to complete the degree they started. Allowing a full bachelor’s degree online will also allow OSU to be competitive with other schools accredited through the Association to Advance Collegiate Schools of Business and attract more students.

**Delivery method.** OSU will use Desire 2 Learn (D2L) as its learning management system to offer synchronous and asynchronous program and course instruction. D2L allows the student to log on to a secure web-browser to gain access to course syllabi, documents, assignments, tests, and other course and program related material. The library, facilities, and equipment are adequate for this degree program.

**Funding.** The existing program will be funded through existing allocations and the tuition and fee structure, and no new funding from the State Regents will be required to deliver the existing degree program through online delivery.

**Duplication and impact on existing programs.** A system wide letter of intent was communicated by email on May 24, 2015. The University of Oklahoma (OU) requested a copy of the program, which was sent July 19, 2016. Neither OU nor any other State System institution notified State Regents’ staff of a protest to the proposed delivery method of the existing program. Approval will not constitute unnecessary duplication.

Based on staff analysis and institutional expertise, it is recommended the State Regents approve OSU’s request to offer the existing degree program through online delivery, as described above.
AGENDA ITEM #19-f:

Prior Learning Assessment.

SUBJECT: Approval of the prior learning assessment matrix for technical education.

RECOMMENDATION:

It is recommended that the State Regents approve the removals, modifications and additions to the system faculty’s prior learning assessment matrix for technical education.

BACKGROUND:

In 1988, the State Regents approved the Guidelines for Approval of Cooperative Agreements Between Technology Centers and Colleges policy. The Oklahoma State Regents for Higher Education (OSRHE) has provided policy structure and oversight for higher education institutions and technology centers to enter into agreements that allow secondary and postsecondary technology center students access to college credit in technical content through approved cooperative agreement programs (CAP) within a cooperative alliance.

The policy expanded educational opportunities and encouraged higher education institutions and technology centers to develop resource-sharing partnerships. These CAPs are formal programmatic agreements between the higher education institution and the technology center that lead to an Associate in Applied Science (AAS) degree or college level certificate, and subsequent employment in occupational and technical fields.

The purpose of cooperative alliances was to create a more student-centered collaboration between higher education institutions and technology centers. The goals of these collaborations were to: 1) increase the number of high school students going to college, 2) increase the number of adults continuing or beginning college, 3) expand access to postsecondary education and 4) efficiently use federal, state and local resources. Cooperative Alliances have been voluntary partnerships between a higher education institution and a technology center that align academic, business and administrative practices for postsecondary educational purposes.

In 2012, the Higher Learning Commission (HLC) received an institutional request to add its technology center partners as additional locations. This request prompted an extensive review of the State Regents’ current policy regarding relationships between degree-granting colleges in Oklahoma accredited by the HLC and non-degree-granting technology centers accredited by the Oklahoma Department of Career and Technology Education. Following the review, HLC determined the OSRHE policy governing cooperative alliance agreements with technology centers was not aligned with HLC standards for accreditation and assumed practices, and informed the Chancellor of its concerns. The review and communication from HLC prompted revisions to policy governing cooperative program agreements (CAP) to strengthen higher education’s oversight of these programs through control and assessment of academic programs, control and oversight of faculty and their credentials, and increased academic rigor,
transparency, and accountability. At their January 29, 2015 meeting, the State Regents approved policy revisions to the Contractual Arrangements Between Higher Education Institutions and Other Entities and the Credit for Prior Learning policies to ensure alignment with HLC standards. As a result of these accreditation and policy changes, institutional technical faculty members were tasked to review technical assessments utilized for technology center programs.

The Credit for Prior Learning policy sets the principles, definitions, criteria and guidelines to assist institutional officials in validating learning achieved through non-traditional learning environments. Under 3.15.3.C.8 of the policy, use of a system wide inventory of industry, technical, and other assessments associated with technology center programs evaluated for college credit was allowed as an acceptable option for awarding credit at state system institutions. Further, the policy required that this system wide technical assessment inventory be developed through a faculty-driven process of review, and be maintained and updated by the State Regents (3.15.F). Institutional technical assessments may also be developed by qualified faculty and must also be submitted to the State Regents for review and inclusion in the statewide inventory (3.15.K).

Over several months, assessments used at technology centers were reviewed by institutional faculty for college credit. The result of these intensive reviews is a prior learning assessment matrix for technical education. This inventory matrix includes 1) the name of the assessment, 2) the institution that will accept this assessment for college credit, 3) the college course equivalent, and 4) the amount of college credit hours available for successful completion of the assessment. The entire prior learning assessment matrix is included in a supplement. Following the faculty review, the listing for each institution was reviewed by the chief academic officer of the institution, and the entire listing was reviewed and approved by the Council on Instruction at its May 14, 2015, meeting and by the State Regents at their May 29, 2015 meeting.

Since the inventory was last approved at the September 1, 2016 State Regents’ meeting, the following requests for changes and additions have been submitted:

Oklahoma State University Institute of Technology (OSUIT)

1 technical assessment change
3 technical assessment additions
2 technical assessment deletions

POLICY ISSUES:

These actions are consistent with the State Regents’ Credit for Prior Learning policy.

ANAYLSIS:

It is recommended that the following modifications and additions to the system faculty’s prior learning assessment matrix for technical education be approved.

OSUIT – American Culinary Federation Certified Culinarian ® (CC ®)

Technical assessment deletion
- This change is being made at the request of OSUIT faculty.
- Students will still be able to earn credit through an institutional challenge exam.

OSUIT – CompTia Strata IT Fundamentals

Technical assessment deletion
- This change is being made at the request of OSUIT faculty.
OSUIT – Microsoft Windows 10 Certification
Technical assessment modification
• Update from Microsoft Windows 7 and 8 Certification.
• Students will still receive credit for ITD 2223.
• This change is being made at the request of OSUIT faculty.

OSUIT – Institutional Challenge Exam (Written Exam + Skills Assessment)
Technical assessment addition
• Add SEGC 2413.
• This addition is being made at the request of OSUIT faculty.

OSUIT – Institutional Challenge Exam (Written Exam + Skills Assessment)
Technical assessment addition
• Add SEPP 1113.
• This addition is being made at the request of OSUIT faculty.

OSUIT – Portfolio Review
Technical assessment addition
• Add SEGC 2609.
• This addition is being made at the request of OSUIT faculty.
AGENDA ITEM #19-g (1):

State Authorization Reciprocity Agreement.

SUBJECT: Ratification of institutional requests to participate in the SARA.

RECOMMENDATION:

It is recommended that the State Regents ratify Oral Roberts University’s request to participate in the State Authorization Reciprocity Agreement.

BACKGROUND:

On May 29, 2015, the State Regents approved Oklahoma’s participation in the State Authorization Reciprocity Agreement (SARA). Additionally, on June 29, 2015, the Southern Regional Education Board approved Oklahoma as a SARA State.

As the state portal agency, the State Regents are responsible for the initial approval and ongoing oversight of SARA activities which are performed by Oklahoma public and private institutions. Based on the extended time periods between State Regents’ meetings during certain points of the year, relying on State Regents’ approval to permit eligible institutions to participate in SARA would delay the timeframe in which institutions are approved. Therefore, on September 3, 2015, the State Regents approved a revision to the Administrative Operations policy that delegates authority to the Chancellor to approve eligible institutions to participate in SARA, pending State Regents’ ratification.

POLICY ISSUES:

Section 3.16.9 in the Distance Education and Traditional Off-Campus Courses and Programs policy states the eligibility requirements for SARA as follows:

“To be eligible for SARA participation, a public or private institution shall have its principal campus or central administrative unit domiciled in Oklahoma and be a degree-granting institution that is accredited by an agency recognized by the USDE. Additionally, a private institution shall have the minimum requisite USDE issued financial responsibility index score, on the most recent year’s review, to participate in the SARA. Private institutions which do not attain the required requisite financial responsibility score on the most recent year’s financial review, but receive a score within the range which NC-SARA permits states to grant provisional acceptance, may seek conditional approval.”

STAFF ANALYSIS:

Prior to October 20, 2016, State Regents’ staff received a SARA application from Oral Roberts University (ORU). As a result of meeting the SARA eligibility requirements, ORU was approved by the Chancellor to participate in SARA. State Regents’ ratification is requested.
Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
October 20, 2016

AGENDA ITEM #19-g (2):

State Authorization Reciprocity Agreement.

SUBJECT: Ratification of institutional requests for annual renewal of participation in the State Authorization Reciprocity Agreement.

RECOMMENDATION:

It is recommended that the State Regents ratify institutional requests for annual renewal of participation in the State Authorization Reciprocity Agreement.

BACKGROUND:

On May 29, 2015, the State Regents approved Oklahoma’s participation in the State Authorization Reciprocity Agreement (SARA). Additionally, on June 29, 2015, the Southern Regional Education Board approved Oklahoma as a SARA State.

As the state portal agency, the State Regents are responsible for the initial approval and ongoing oversight of SARA activities which are performed by Oklahoma public and private institutions. Based on the extended time periods between State Regents’ meetings during certain points of the year, relying on State Regents’ approval to permit eligible institutions to participate in SARA would delay the timeframe in which institutional participation in SARA is approved or renewed. Therefore, on September 3, 2015, the State Regents approved a revision to the Administrative Operations policy that delegates authority to the Chancellor to approve eligible institutions to participate in SARA, pending State Regents’ ratification.

POLICY ISSUES:

Section 3.16.9 in the Distance Education and Traditional Off-Campus Courses and Programs policy states the eligibility requirements for SARA as follows:

“To be eligible for SARA participation, a public or private institution shall have its principal campus or central administrative unit domiciled in Oklahoma and be a degree-granting institution that is accredited by an agency recognized by the USDE. Additionally, a private institution shall have the minimum requisite USDE issued financial responsibility index score, on the most recent year’s review, to participate in the SARA. Private institutions which do not attain the required requisite financial responsibility score on the most recent year’s financial review, but receive a score within the range which NC- SARA permits states to grant provisional acceptance, may seek conditional approval.”

STAFF ANALYSIS:

Prior to October 20, 2016, State Regents’ staff received a SARA renewal application from the institutions listed below:
Cameron University;
Northwestern Oklahoma State University;
Oklahoma City Community College;
Oklahoma Wesleyan University;
Oklahoma State University Institute of Technology; and
University of Oklahoma.

As a result of meeting the SARA eligibility requirements, these institutions were approved by the Chancellor for annual renewal of their participation in SARA. State Regents’ ratification is requested.
AGENDA ITEM #19-h:

Agency Operations.

SUBJECT: Ratification of Purchases.

RECOMMENDATION:

It is recommended that the State Regents ratify purchases in amounts in excess of $25,000 but not in excess of $100,000 between August 1, 2016 and September 23, 2016.

BACKGROUND:
Agency purchases are presented for State Regents’ action. They relate to previous board action and the approved agency budgets.

POLICY ISSUES:
The recommended action is consistent with the State Regents’ purchasing policy which provides for the Budget Committee’s review of purchases in excess of $25,000.

ANALYSIS:
For the time period between August 1, 2016 and September 23, 2016, there are 9 purchases in excess of $25,000 but not in excess of $100,000.

Core
1) University of Oklahoma Printing Service in the amount of $25,780.00 for the printing of the 8th-10th grade and 11th-12th grade Preparing for College brochures. The Preparing for College brochures are designed to encourage students to begin early to prepare for college. These brochures are mailed to Oklahoma public schools as well as home school associations (Funded from 210-Core).

2) State Office of the Attorney General in the amount of $65,525.04 for legal services of an Assistant Attorney General for FY17. This contract covers legal services provided to the University of Science and Arts of Oklahoma, Murray State College, Eastern Oklahoma State College, Carl Albert State College, Redlands Community College, Northern Oklahoma College, Rose State College, Seminole State College, Western Oklahoma State College, Oklahoma City Community College, the University Center at Ponca City, and Quartz Mountain. (Funded from 210-Core).

College Access
3) Quartz Mountain Resort in the amount of $45,979.59 for the FY17 Summer Institute for new and experienced counselors from across the state. The Summer Institute is designed to improve college preparation of students from underrepresented groups by increasing awareness for academic preparation. A total of 111 counselors participated in the FY17 Summer Institute. (Funded from 430-College Access).
OCAP
4) Staplegun Design in the amount of $40,000.00 for the development and execution plan for the digital advertising of the Free Application for Federal Student Aid (FAFSA) to promote timely completion of the FAFSA. Target audiences of this plan include 12th graders, their parents and other adults with influence. (Funded from 701-OCAP).

OneNet
5) Wichita Online in the amount of $50,600.00 for circuits and associated fees to provide services to OneNet customers. The cost will be recovered through OneNet user fees. (Funded From 718-OneNet).

6) Pioneer Telephone Cooperative in the amount of $30,004.37 for fiber construction to extend fiber to provide service to the Department of Corrections at the Lexington campus. (Funded from 718-OneNet).

7) Dobson Technology Transport & Telecom Solutions in the amount of $36,000.00 for fiber construction from the Oklahoma Community Access Network (OCAN) access point to Stringtown microwave tower to serve Stringtown Middle School, Stringtown High School and the Stringtown administration office. The cost will be recovered through OneNet user fees. (Funded from 718-OneNet).

8) Telco Supply in the amount of $33,094.83 to repair a fiber cut along the south side of I-244 between Elgin and Detroit streets in Tulsa, Oklahoma caused by excavation contractor. (Funded From 718-OneNet).

9) Globalxperts in the amount of $75,000.00 for a peripheral systems assessment and professional services related to security projects. Globalxperts will provide a best practice assessment of the unified communications environment and report findings, analysis and recommendations. (Funded From 718-OneNet).
AGENDA ITEM #19-i:

Non-Academic Degrees.

SUBJECT: Ratification of requests from the University of Oklahoma to award honorary degrees.

RECOMMENDATION:

It is recommended that the State Regents ratify the University of Oklahoma’s request to award five honorary degrees.

BACKGROUND:

A request has been made from the University of Oklahoma (OU) to award Honorary Doctor of Humane Letters degrees to Dr. Dewayne Andrews, Mr. Shelby M.C. Davis, Mr. Jalal Farzaneh, Mr. Mohammad Farzaneh, and Dr. Nancy Mergler.

POLICY ISSUES:

The request for Mr. Shelby M.C. Davis, Mr. Jalal Farzaneh, and Mr. Mohammad Farzaneh is consistent with State Regents’ policy which requires:

- conferral of honorary degrees only at the highest level for which an institution is authorized to award earned degrees;
- conferral of honorary degrees that are distinguishable from earned degrees;
- conferral of honorary degrees not to exceed the number specified in the policy;
- conferral of honorary degrees cannot include faculty, administrators, or other officials associated with the institution until such individuals have been separated from the institution for two or more academic semesters; and
- conferral of honorary degrees upon individuals who have made outstanding contributions to society through intellectual, artistic, scientific, or professional accomplishments.

Aside from one criterion noted above, the request for Dr. Dewayne Andrews and Dr. Nancy Mergler is consistent with State Regents’ policy. An exception was requested for Dr. Andrews and Dr. Mergler, who both plan to retire this year, but have not been separated from association with OU for more than two academic semesters. In consideration of their outstanding leadership, significant contributions to OU, and President Boren’s recommendation, an exception to State Regents’ policy was approved to award Honorary Doctor of Humane Letters degrees to Dr. Andrews and Dr. Mergler. State Regents’ ratification is recommended.

The proposed diplomas for the honorary degrees are attached for State Regents’ approval.
The University of Oklahoma

The Honorary Degree of Doctor of Humane Letters

Confer

on

Dewayne Andrews

in recognition of excellence and meritorious achievements, with all the honors, privileges and obligations belonging thereto, and in witness

thereof, has authorized the issuance of this diploma duly signed and sealed.

Issued at the University of Oklahoma
this twenty-fifth day of May, two thousand seventeen.

For the University

[Seal]

[Signature]
The Oklahoma State Regents for Higher Education
Acting Through

The University of Oklahoma

Confers
The Honorary Degree of Doctor of Humane Letters
on
Shelby M. C. Davis

in recognition of excellence and meritorious achievements,
with all the honors, privileges and obligations belonging thereto, and in witness
thereof, has authorized the issuance of this diploma duly signed and sealed.

Issued at the University of Oklahoma
this twelfth day of May, two thousand seventeen.

For the University

[Signature]

[Seal]

For the State Regents

[Signature]

[Seal]
The University of Oklahoma

The Honorary Degree of Doctor of Humane Letters

Jalal Forzaneh

in recognition of excellence and meritorious achievements

the Board of Regents of the University of Oklahoma,

has authorized the issuance of this diploma in good standing and sealed this twelfth day of May, two thousand seventeen.

For the Board of Regents

[Seal of the University]
The Oklahoma State Regents for Higher Education
Acting Through

The University of Oklahoma

Confers
The Honorary Degree of Doctor of Humane Letters

on

Mohammad Farzaneh

in recognition of excellence and meritorious achievements,
with all the honors, privileges and obligations belonging thereto, and in witness
thereof, has authorized the issuance of this diploma duly signed and sealed.

Issued at the University of Oklahoma

this twelfth day of May, two thousand seventeen.

For the State Regents

For the University
The Oklahoma State Regents for Higher Education
Acting Through

The University of Oklahoma

Confers
The Honorary Degree of Doctor of Humane Letters

on

Nancy Mergler

in recognition of excellence and meritorious achievements, with all the honors, privileges and obligations belonging thereto, and in witness thereof, has authorized the issuance of this diploma duly signed and sealed.
Issued at the University of Oklahoma
this twelfth day of May, two thousand seventeen.

For the State Regents

For the University
AGENDA ITEM #19-j:

Resolution.
AGENDA ITEM #20-a:

Programs.


RECOMMENDATION:

This item is for information only.

BACKGROUND:

The Status Report on Program Requests tracks the status of all program requests received since July 1, 2016 as well as requests pending from the previous year.

POLICY ISSUES:

This report lists requests regarding degree programs as required by the State Regents’ Academic Program Approval policy.

ANALYSIS:

The Status Report on Program Requests lists all program requests received by the State Regents and program actions taken by the State Regents within the current academic year (2016-2017).

The current status report contains the Current Degree Program Inventory and the following schedules:

1. Letters of Intent
2. Degree Program Requests Under Review
3. Approved New Program Requests
4. Approved Electronic Media Requests
5. Requested Degree Program Deletions
6. Approved Degree Program Deletions
7. Requested Degree Program Name Changes
8. Approved Degree Program Name Changes
9. Requested Degree Designation Changes
10. Approved Degree Designation Changes
11. Cooperative Agreements
12. Suspended Programs
13. Reinstated Programs
14. Inventory Reconciliations
15. Net Reduction Table

Supplement available upon request.
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION

655 Research Parkway, Oklahoma City

MINUTES

Seven Hundred Seventy-Sixth Meeting

September 1, 2016
Minutes of the Seven Hundred Seventy-Sixth Meeting  
September 1, 2016

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1. **ANNOUNCEMENT OF FILING OF MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT.** The Oklahoma State Regents for Higher Education held their regular meeting at 9:00 a.m. on Thursday, September 1, 2016, in the State Regents’ Conference Room at the State Regents’ offices in Oklahoma City, Oklahoma. Notice of the meeting had been filed with the Secretary of State on November 20, 2015. A copy of the agenda for the meeting had been posted in accordance with the Open Meeting Act.

2. **CALL TO ORDER.** Chairman John Massey called the meeting to order and presided. Present for the meeting were State Regents Ron White, Jody Parker, Ann Holloway, Andy Lester, and Mike Turpen. Regent Jay Helm joined the meeting at 9:17 a.m.

3. **MINUTES OF THE PREVIOUS MEETINGS.** Regent Turpen made a motion, seconded by Regent Parker, to approve the minutes of the State Regents’ regular meeting on June 29, 2016. Voting for the motion were Regent Helm, Parker, Holloway, Lester, Turpen, Massey, and White. Voting against the motion were none.

4. **REPORT OF THE CHAIRMAN.** Chairman Massey made no remarks.

5. **REPORT OF THE CHANCELLOR.** Chancellor Glen D. Johnson provided Regents with a summary of engagements that he attended on behalf of the State Regents and distributed an article from *The Oklahoman* detailing negative impacts of budget cuts to higher education. He also recognized Ms. Cathy Perri, GEAR UP Project Director, on her departure. Ms. Perri has
accepted the Autism Spectrum Assistant position at the University of Science and Arts of Oklahoma and will be helping students with disabilities.

6. **NEW PROGRAMS.**

a. Regent Holloway made a motion, seconded by Regent White, to approve the request from the University of Oklahoma to offer the Bachelor of Science in Architectural Studies in Architecture, the Graduate Certificate in School Counseling and the Graduate Certificate in Drug and Alcohol Counseling. Voting for the motion were Regent Parker, Holloway, Lester, Turpen, Massey, White, and Helm. Voting against the motion were none.

b. Regent Parker made a motion, seconded by Regent Lester, to approve the request from Oklahoma State University to offer the Graduate Certificate in Infant Mental Health. Voting for the motion were Regent Holloway, Lester, Turpen, Massey, White, Helm, and Parker. Voting against the motion were none.

c. Regent Lester made a motion, seconded by Regent White, to approve the request from Southeastern Oklahoma State University to offer the Bachelor of Science in Health and Human Performance. Voting for the motion were Regent Lester, Turpen, Massey, White, Helm, Parker and Holloway. Voting against the motion were none.

d. Regent Lester made a motion, seconded by Regent White, to approve the request from Southwestern Oklahoma State University to offer the Bachelor of Applied Science in Health Science. Voting for the motion were Regent Turpen, Massey, White, Helm, Parker, Holloway and Lester. Voting against the motion were none.

e. Regent Parker made a motion, seconded by Regent Lester, to approve the request from Rose State College to offer the Certificate in Digital Graphic Design. Voting for the motion were Regent Massey, White, Helm, Parker, Holloway, Lester and Turpen. Voting against the motion were none.
f. Regent Holloway made a motion, seconded by Regent Lester, to approve the request from Oklahoma City Community College to offer the Certificate in Graphic Design and the Certificate in Photography/Digital Imaging. Voting for the motion were Regent White, Helm, Parker, Holloway, Lester, Turpen and Massey. Voting against the motion were none.

7. PROGRAM DELETIONS. Regent Holloway made a motion, seconded by Regent Lester, to approve the following request for program deletions:

   a. University of Central Oklahoma requested to delete the Master of Arts in English.
   b. Oklahoma State University Institute of Technology requested to delete the Associate in Applied Science in Gaming.
   c. Rose State College requested to delete the Certificate in Phlebotomy and the Certificate in Music Engineering and Industry.
   d. Cameron University requested to delete the Associate in Applied Science in Multimedia Design and the Bachelor of Science in Multimedia Design.

Voting for the motion were Regent Helm, Parker, Holloway, Lester, Turpen, Massey and White. Voting against the motion were none.

8. GRANTS.

   a. Regent Holloway made a motion, seconded by Regent Parker, to approve the acceptance of funds granted for the continuation of the Single Mothers Academic Resource Team. Voting for the motion were Regent Parker, Holloway, Lester, Turpen, Massey, White and Helm. Voting against the motion were none.

   b. Regent Holloway made a motion, seconded by Regent Parker, to approve the allocation of the Oklahoma Teacher Connection budget to fund Pre-Collegiate and Collegiate Grant Programs. Voting for the motion were Regent Holloway, Lester, Turpen, Massey, White, Helm and Parker. Voting against the motion were none.
9. **POLICY.**

a. Regents reviewed proposed permanent rule revisions to the Academic Scholars Program. This item was for posting only and did not require State Regents’ action.

b. Regents reviewed proposed permanent rule revisions to the Oklahoma’s Promise Program. This item was for posting only and did not require State Regents’ action.

c. Regents reviewed proposed permanent rule revisions to the Oklahoma Tuition Aid Grant. This item was for posting only and did not require State Regents’ action.

d. Regents reviewed proposed permanent rule revisions to the Regional University Baccalaureate Scholarship Program. This item was for posting only and did not require State Regents’ action.

e. Regent Holloway made a motion, seconded by Regent White, to approve a policy exception request from Tulsa Community College. Voting for the motion were Regent Lester, Turpen, Massey, White, Helm, Parker and Holloway. Voting against the motion were none.

f. Regents reviewed revisions to the *Institutional Accreditation* policy. This item was for posting only and did not require State Regents’ action.

g. Regents reviewed revisions to the *Intensive English Program Approval and Review policy*. This item was for posting only and did not require State Regents’ action.

10. **INTENSIVE ENGLISH PROGRAM.**

a. Regent Holloway made a motion, seconded by Regent Lester, to approve the Center for English as a Second Language at the University of Oklahoma in Norman, Oklahoma to offer Intensive English Programs. Voting for the motion were Regent Turpen, Massey, White, Helm, Parker, Holloway and Lester. Voting against the motion were none.

b. Regent Holloway made a motion, seconded by Regent Lester, to approve the ELS Language Centers in Oklahoma City, Oklahoma to offer Intensive English Programs. Voting for the motion were Regent Massey, White, Helm, Parker, Holloway, Lester and
ACADEMIC SCHOLARS PROGRAM. Regent Helm made a motion, seconded by Regent Parker, to approve a program change and authorization of 2017-2018 institutional nominees for the Academic Scholars Program. Voting for the motion were Regent White, Helm, Parker, Holloway, Lester, Turpen and Massey. Voting against the motion were none.

REGIONAL UNIVERSITY BACCALAUREATE SCHOLARSHIP PROGRAM. Regents approved the 2017-2018 freshmen scholarship slots for the Regional University Baccalaureate Scholarship Program. Voting for the motion were Regent Helm, Parker, Holloway, Lester, Turpen, Massey and White. Voting against the motion were none.

ACT ANNUAL REPORT. Mr. Matt Higdon, Director of Student Preparation, provided Regents with an overview of the annual report on the ACT scores for the 2016 graduating class. Mr. Higdon noted that 2016 had the largest group of ACT testers ever representing 82 percent of Oklahoma’s graduating seniors and had more students scoring over 30 on the test. Additionally, he noted that Oklahoma Native American scores outperform the nation.

E&G BUDGET.

a. Regent White made a motion, seconded by Regent Holloway, to approve the allocation of $947,166.60 to the Oklahoma State University Center for Health Sciences and the University of Oklahoma Health Sciences Center from revenue collected from the taxes places on the sale of cigarettes and tobacco products. Voting for the motion were Regent Parker, Holloway, Lester, Turpen, Massey, White and Helm. Voting against the motion were none.

b. Regent White made a motion, seconded by Regent Helm, to approve a renewal grant allocation for $51,000 for year three of a possible renewable five-year commitment to the Oklahoma Historical Society for support of the Higher Education Archives project. Voting for the motion were Regent Holloway, Lester, Turpen, Massey, White, Helm and Parker. Voting against the motion were none.
15. **MASTER LEASE EQUIPMENT PROGRAM.** Regent White made a motion, seconded by Regent Lester, to approve a listing of projects for submission to the Council of Bond Oversight for 2016 Master Lease Equipment Projects. Voting for the motion were Regent Lester, Turpen, Massey, White, Helm, Parker and Holloway. Voting against the motion were none.

16. **EPSCoR.** Regent White made a motion, seconded by Regent Parker, to approve the revised EPSCoR Committee bylaws. Voting for the motion were Regent Turpen, Massey, White, Helm, Parker, Holloway and Lester. Voting against the motion were none.

17. **CONTRACTS AND PURCHASES.** Regent White made a motion, seconded by Regent Helm, to approve the following purchases for amounts in excess of $100,000:

   a. Galt Foundation in the amount of $138,728.80 for temporary staffing services for OneNet Front Desk, Business Department and Provisioning.

   b. Graybar in the amount of $180,304.80 for the purchase of fiber optic cable to be used for emergency repairs and cable relocations on the Oklahoma Community Anchor Network.

   c. Presidio Networked Solutions in the amount $564,412.62 for two Nimble Storage hybrid storage arrays for Oklahoma City and Tulsa.

   d. Chickasaw Telecom in the amount of $151,136.23 for Juniper maintenance renewal to provide support for Juniper network equipment.

   Voting for the motion were Regent Massey, White, Helm, Parker, Holloway, Lester and Turpen. Voting against the motion were none.

18. **INVESTMENTS.** No Investment recommendations were made.

19. **INSTITUTIONAL CASH FLOW RESERVES REPORT.** Regent White made a motion, seconded by Regent Holloway, to approve the FY17 Institutional Cash Flow Reserves Report. Voting for the motion were Regent White, Helm, Parker, Holloway, Lester, Turpen and Massey. Voting against the motion were none. Vice Chancellor Amanda Paliotta stated that this report shows the impact of institutional reserves. She noted that only 16 of the 25 institutions have 8.5 percent of their budget in reserves as required by Oklahoma State Regents for Higher Education.
policy.

20. **STATE REGENTS’ MEETINGS.** Regent Lester made a motion, seconded by Regent Parker, to approve the 2017 schedule of regular meetings for filing with the Office of the Secretary of State. Voting for the motion were Regent Helm, Parker, Holloway, Lester, Turpen, Massey and White. Voting against the motion were none.

21. **COMMENDATIONS.** Regent Massey made a motion, seconded by Regent Lester, to recognize State Regents’ staff for their service and recognitions on state and national projects. Voting for the motion were Regent Parker, Holloway, Lester, Turpen, Massey, White and Helm. Voting against the motion were none.

22. **EXECUTIVE SESSION.** Mr. Robert Anthony, General Counsel for the Oklahoma State Regents for Higher Education, advised Regents that an executive session was not needed.

23. **PERSONNEL.** Regent Parker made a motion, seconded by Regent Helm, to approve a personnel change for the GEAR UP Project Director. Voting for the motion were Regent Holloway, Lester, Turpen, Massey, White, Helm and Parker. Voting against the motion were none.

24. **CONSENT DOCKET.** Regent White made a motion, seconded by Regent Lester, to approve the following consent docket items:

   a. **Programs.**
      
      (1) Program Modifications. Approval of institutional requests.
      
      (2) Program Suspension. Approval of institutional requests.

   b. **Reconciliation.** Approval of institutional request for program reconciliation.

   c. **Electronic Delivery.**
      
      (1) Approval of Northeastern State University’s request to offer the Bachelor of Science in Organizational Leadership via online delivery.
      
      (2) Approval of Western Oklahoma State College’s request to offer the Associate in Arts in Behavioral Science via online delivery.
d.  Prior Learning Assessment. Approval of modifications and additions to the prior learning assessment matrix for technical education.

e.  State Authorization Reciprocity Agreement. Ratification of institutional requests to participate in the State Authorization Reciprocity Agreement.

f.  Agency Operations. Purchasing. Ratification of purchases over $25,000 to $100,000.

g.  Non-Academic Degrees.
   (1)  Ratification of a request from the University of Oklahoma to award a posthumous degree.
   (2)  Ratification of a request from the Southeastern Oklahoma State University to award an honorary degree.

h.  Resolution. Approval of a resolution honoring retiring staff for their services.

Voting for the motion were Regent Lester, Turpen, Massey, White, Helm, Parker and Holloway.

Voting against the motion were none.

25. REPORTS. Regent White made a motion, seconded by Regent Helm, to accept the following reports:

   a.  Programs.
      (1)  Current status report on program requests.
      (2)  Annual Report of Program Requests.

   b.  Annual Reports.
      (2)  Acceptance of the FY2017 Tuition and Fee Rate Report.
      (b)  Annual Report on System Wide Teacher Education Review.
      (c)  Academic Policy Exception Quarterly Report.
Voting for the motion were Regent Turpen, Massey, White, Helm, Parker, Holloway and Lester. Voting against the motion were none.

26. **REPORT OF THE COMMITTEES.**

   a. Academic Affairs and Social Justice and Student Services Committees. The Academic Affairs and Social Justice and Student Services Committees had no additional items for Regents’ action.

   b. Budget and Audit Committee. The Budget and Audit Committee had no additional items for Regents’ action.

   c. Strategic Planning and Personnel and Technology Committee. The Strategic Planning and Personnel and Technology Committee had no additional items for Regents’ action.

   d. Investment Committee. The Investment Committee had no additional items for Regents’ action.

27. **NEW BUSINESS.** No new business was brought before the Board.

28. **ANNOUNCEMENT OF NEXT REGULAR MEETING.** Regent Massey announced that the next regular meetings are scheduled to be held on Wednesday, October 19, 2016 at 10:30 a.m. and Thursday, October 20, 2016 at 9:00 a.m. at the State Regents Office in Oklahoma City.

29. **ADJOURNMENT.** With no additional items to address, the meeting was adjourned.

ATTEST:

________________________________________  __________________________________________
John Massey, Chairman                        Jay Helm, Secretary
1. ANNOUNCEMENT OF FILING OF MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT. The Committee-of-the-Whole met at 10:30 a.m. on Wednesday, August 31, 2016, in the Regents Conference Room at the State Regents’ offices in Oklahoma City, Oklahoma. Notice of the meeting was filed with the Secretary of State on November 20, 2015 and amended on August 26, 2016. A copy of the agenda had been posted as required by the Open Meeting Act.

2. CALL TO ORDER. Participating in the meeting were Regents Toney Stricklin, Ron White, Jody Parker, Ann Holloway, Andy Lester, Mike Turpen and John Massey. Regent Helm joined at 11:30 a.m. Regent Massey called the meeting to order and presided.

3. MERCER HAMMOND. Ms. Beth Johnson and Mr. Dick Anderson from Mercer-Hammond were present to facilitate a discussion regarding the Oklahoma State Regents for Higher Education’s current investments. Ms. Johnson and Mr. Anderson discussed the current market environment and investment returns.

4. UNIVERSITY OF OKLAHOMA HEALTH SCIENCES CENTER. Dr. Jason Sanders, Senior Vice President and Provost for the University of Oklahoma Health Sciences Center (OUHSC) gave a brief update on their impact on medical research, the economy and healthcare. Dr. Sanders began by stating that OUHSC is one of the most comprehensive health centers in the country with 3,400 students and 800 physicians in residency or fellowship training studying nearly 80 specialty programs. OUHSC also has 80 post-doctoral fellows, $66 million in current National Institute of Health funding, and has made significant progress towards receiving a National Cancer Institute designation for the Stephenson Cancer Center (SCC). Additionally, the SCC is ranked first in the nation in top ten cancer centers for precision medicine.

Dr. Sanders stated that the major challenge in OUHSC’s ability to improve healthcare and economic growth is the decline in state appropriations. State appropriations are less than eight percent of OUHSC’s budget but private donations, clinical services and research have helped to retain faculty and provide financial assistance to students. OUHSC’s vision for the future is to become a hub institution for Oklahoma with a focus on students and patients, high-performance leadership and great partnerships.

5. OKLAHOMA STATE UNIVERSITY CENTER FOR HEALTH SCIENCES. Oklahoma State University (OSU) President Burns Hargis introduced Dr. Kayse Shrum, President of the Oklahoma State University Center for Health Sciences (OSUCHS). Dr. Shrum gave a brief update on their impact on medical research, the economy and healthcare. Dr. Shrum began by stating that Oklahoma is in the bottom tenth percentile in the nation for obesity, cardiovascular deaths and access to primary care physicians (PCP). Of the 77 counties, 64 have a PCP shortage and 82 percent of rural PCP’s are 55 years or older, leaving rural communities facing an increasing challenge in recruiting and retaining PCP’s. OSUCHS is a premier leader in training PCP’s for Oklahoma, being ranked twelfth in 2016 for producing primary care residents by U.S News & World Report. OSUCHS has created several strategies to gain this ranking including, the Rural Educational Pipeline, Operation Orange, Blue Coat to White Coat and Project Echo.
Dr. Shrum also stated that OSUCHS has experienced significant growth in student enrollment, residency training programs, medical service lines, rural physician support programs and externally funded research. OSUCHS’s economic impact on Oklahoma is significant generating $257 million for the economy, $35 million in federal funding and creates jobs in rural communities. Dr. Shrum finished by stating that 80 percent of OSUCHS graduates live and work within 100 miles of their home after graduation.

6. EXECUTIVE SESSION. Regent Helm made a motion, seconded by Regent Parker, to go into executive session to discuss the employment of the GEAR UP Project Director and for confidential communications between the board and its attorneys concerning pending investigations, claims, or actions. Voting for the motion were Regents White, Helm, Parker, Holloway, Lester, Turpen, Massey and Stricklin. Voting against the motion were none.

Following executive session discussions, Regents returned to open session.

7. COMPLETE COLLEGE AMERICA 15-TO-FINISH INSTITUTE. President Emeritus Tom McKeon gave a brief update on the recent Complete College America 15-to-Finish (CCA) Institute. President McKeon stated that the recent CCA Institute was held in June in Minneapolis, Minnesota and three Oklahoma institutional members attended along with Dr. Debra Stuart, Vice Chancellor for Educational Partnerships. The Institute focused on the 15-to-Finish initiative which proposes that students who take 15 or more hours in a semester finish their degree on time, eliminating extra tuition fees and loan debt. President McKeon stated that 27 percent of American college students are completing 30 hours a year and 50 percent are completing 24 hours per year, while half of students need just one more course per semester to be on track for on-time graduation. President McKeon stated that the key takeaways from the Institute were:

- Taking the right 15 hours for the student is very important;
- A change in culture at the institution is needed; and
- The advisor’s buy in was important.

President McKeon finished by stating that the recommendations from the team attending the institute are:

- Incorporate professional development to educate and inform institutions on the work occurring nationally;
- Involve the Council on Student Affairs and the Oklahoma Academic Advising Association (OACADA) in implementation strategies;
- Limit programs to 60 and 120 credit hours;
- Encourage banded tuition options;
- Use data to promote the 15 hour initiative; and
- Create a statewide advising philosophy with OACADA.

8. COMPLETE COLLEGE AMERICA (CCA) DEGREE COMPLETION PLANS. Chancellor Glen D. Johnson stated that all institutions have been asked to give a brief presentation on their Institutional Degree Completion plans at the upcoming Committee-of-the-Whole meetings. The institutions presenting at the September meeting were: East Central University, Murray State College, Eastern Oklahoma State College, Langston University and the University of Central Oklahoma.
• East Central University (ECU). President John Hargrave gave a brief presentation on ECU’s CCA initiatives. President Hargrave began by stating that SE is focused on early alert systems, a one-stop service for academic support, and developing two new graduate level programs. President Hargrave stated that financial challenges have forced ECU to close their Reach Higher adult degree program and discontinue their regional science fair they host every year.

• Murray State College (MSC). President Joy McDaniel gave a brief presentation on MSC’s CCA initiatives. President McDaniel began by stating that MSC is focused on professional development for MSC faculty and staff, student services efforts, fast track developmental education and early intervention. Additionally, President McDaniel stated that MSC has received over $300,000 in grant funds from USA Funds to support MSC initiatives.

• Eastern Oklahoma State College (EOSC). President Stephen Smith gave a brief presentation on EOSC’s CCA initiatives. President Smith began by stating that EOSC is focused on ACT workshops for area students, developing co-requisite to scale courses in Math and English, professional development and STEM workshops for area teachers and an early alert system. President Smith stated that EOSC’s online enrollment is up dramatically and EOSC met its CCA goal for this year.

• Langston University (LU). President Kent Smith gave a brief presentation on LU’s CCA initiatives. President Smith began by stating that LU is focused on understanding their students’ needs, identifying a university brand and logo, updating freshman orientation and identifying a new mission and vision statement. President Smith stated that LU’s enrollment is up dramatically. In 2011, LU received 4,500 applications and in 2016 it is up to 12,404. President Smith finished by stating that 90 percent of LU students receive financial aid and 1,200 students live on campus.

• University of Central Oklahoma (UCO). President Don Betz gave a brief presentation on UCO’s CCA initiatives. President Betz began by stating that UCO is focused on embracing UCO’s status as a metro institution, creating partnerships within the metro area, and student success initiatives such as Reach Higher and reverse transfer. President Betz also stated that UCO auditing led to 2,281 new degrees due to reverse transfer.

9. LUMINA STRATEGY LABS PEER LEARNING OPPORTUNITY. The Lumina Foundation selected the Oklahoma’s Promise program for a Strategy Labs Peer Learning Opportunity. Several Oklahoma State Regents for Higher Education staff attended and Chancellor Johnson and Associate Vice Chancellor Bryce Fair presented on Oklahoma’s Promise and best practices for scholarship programs that drove retention and completion. Chancellor Johnson stated that Arizona, Connecticut, Iowa, Minnesota, New Jersey, New York and several other states attended to gather information and take the model back to their state. Associate Vice Chancellor Fair gave an in depth presentation comparing Oklahoma’s Promise data to national data showing that Oklahoma’s Promise students, or students who have an early financial aid commitment, have higher graduation rates, a higher percentage have jobs in Oklahoma and stay in Oklahoma after graduation. Additionally, many states were impressed with the program’s unique funding source as only two other states in the nation have a similar program, Indiana and Washington. Interim Vice Chancellor Debbie Blanke stated that it was impressive for so many states to look at Oklahoma’s Promise as a model for their state and that is an important point to communicate to the Legislature.
10. **BUDGET REPORT AND REVENUE UPDATE.** Vice Chancellor Amanda Paliotta stated that state collections for June were 4.4 percent below the estimate. She also discussed two financial reports that are released each month:

- The State Treasurer’s report which focuses on overall economic indicators, gross receipts, etc.; and
- The Office of Management and Enterprise Services’ report which shows the revenue collected compared to the estimate provided.

Additionally, she distributed heat maps detailing budget figures from 2010-2016.

11. **LEGISLATIVE UPDATE.** Vice Chancellor Hollye Hunt stated that there are no Interim Studies focusing on higher education and she will be organizing tours of campuses for legislators.

12. **TASK FORCE REPORTS.**

- **Online Education Task Force.** Interim Vice Chancellor Blanke stated that the next meeting of the Online Education Task Force will be September 1, 2016 and Dr. Rob Reynolds with NextThought and Dr. Bucky Dodd from UCO will be present to give a demonstration of a learning management system.

- **State Regents Safety And Security Task Force.** Associate Vice Chancellor Angela Caddell updated the Regents on the status of the Campus Safety and Security Task Force. She stated that the Task Force is developing the content for the 2016 Campus Safety and Security Summit on Monday, November 7 at the Reed Center in Midwest City. She stated that there will be concurrent sessions and both Regent Toney Stricklin and Regent Andy Lester are speaking at the concurrent sessions.

13. **“BEST OF HIGHER EDUCATION” REPORT.** Regents received the September 2016 update on institutional activities.

14. **CALENDAR OF EVENTS.** Chancellor Johnson discussed several upcoming events:

- Thursday, September 8, 2016 – Legal Issues in Higher Education Conference – 9 a.m. at the University of Oklahoma in Norman.

- Tuesday, September 20, 2016 – Regents Education Program – 8 a.m. at the PHF Conference Center in Oklahoma City.

- Wednesday, October 19, 2016 – State Regents Meeting Fall Retreat – 10:30 a.m. at the State Regents office in Oklahoma City.

- Wednesday, October 19, 2016 – State Regents Dinner – 6 p.m. Location To Be Announced.

- Thursday, October 20, 2016 – State Regents Meeting – 9 a.m. at the State Regents office in Oklahoma City.
Monday, October 24, 2016 – 2016 Higher Education Hall of Fame – 6 p.m. at the National Cowboy & Western Heritage Museum in Oklahoma City.

Tuesday, November 1, 2016 – Governor’s STEM Summit – Time TBD at the Cox Convention Center in Oklahoma City.

Thursday, November 3, 2016 – State Regents Special Budget Meeting – 10:30 a.m. at the State Regents office in Oklahoma City.

Monday, November 7, 2016 – Campus Safety and Security Summit – Time TBD at the Reed Center in Midwest City.

Tuesday, November 15, 2016 - Fall Legislative Forum – Time TBD at the Jim Thorpe Museum in Oklahoma City.

Wednesday, November 30, 2016 – State Regents Meeting– 10:30 a.m. at the State Regents office in Oklahoma City.

Wednesday, November 30, 2016 – State Regents Dinner – 6 p.m. Oklahoma City Golf and Country Club.

Thursday, December 1, 2016 – State Regents Meeting – 9 a.m. at the State Regents office in Oklahoma City.

15. ADJOURNMENT. With no other items to discuss, the meeting was adjourned.

ATTEST:

John Massey, Chairman                                     Jay Helm, Secretary