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OKLAHOMA STATE REGENTS  
FOR HIGHER EDUCATION

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*Improving our future by degrees*

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# Agenda

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*March 13, 2008*

#### NOTE

This document contains recommendations and reports to the State Regents regarding items on the March 13, 2008 regular meeting agenda. For additional information, please call 405-225-9116 or to get this document electronically go to [www.okhighered.org](http://www.okhighered.org) State System.

Materials and recommendations contained in this agenda are tentative and unofficial prior to State Regents' approval or acceptance on March 13, 2008.

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

**A G E N D A**

Thursday, March 13, 2008 – 9:00 a.m.  
Cameron University  
Lawton, Oklahoma  
Chairman Bill W. Burgess, Jr., Presiding

1. **Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act.**
2. **Call to Order.** Roll call and announcement of quorum.
3. **Minutes of Previous Meetings.** Approval of minutes.
4. **Report of the Chairman.** (No Action, No Discussion).
5. **Report of the Chancellor.** (No Action, No Discussion).
6. **Comments from the President.** Comments from President Cynthia Ross, Cameron University.

**ACADEMIC**

7. **New Programs.**
  - a. Oklahoma State University – Oklahoma City. Approval of request to offer the Certificate in Pharmacy Technology. Page 1.
  - b. Cameron University. Approval of request to offer the Associate in Applied Science in Information Technology and the Bachelor of Science in Information Technology. Page 5.
8. **Program Deletions.** Approval of institutional requests for program deletions. Page 13.
9. **Accreditation.** Approval of recommendations for continued accreditation of Intensive English Programs. Page 15.
10. **Admission Standards.** Approval of a request from Oklahoma State University's (OSU) to change admission standards for first-time freshmen. Page 17.
11. **Policy.**
  - a. Approval of the *Faculty Advisory Council* policy. Page 21.

- b. Adoption of administrative rules revisions for Oklahoma's Promise. Page 27.
- c. Adoption of administrative rules revisions for Oklahoma Tuition Aid Grant. Page 39.

## **FISCAL**

### 12. **E&G Allocations.**

- a. Brain Gain Enrollment Management Conference reimbursement allocation. Page 45.
- b. Creativity Oklahoma Project. Approval of allocation of funds for personal services contract. Page 46.1.

### 13. **Tuition and Fees.**

- a. Posting of FY09 Institutional Changes to Academic Service Fees and the FY09 Legislative Peer Limits on Tuition and Mandatory Fees. Page 47.
- b. Posting of Tuition Policy changes. Page 53.
- c. Announcement of public hearing on fees and tuition. Page 73.

### 14. **Policy.** Adoption of permanent rule amendments to the administrative rules governing the agency's Purchasing Division. Page 75.

## **EXECUTIVE**

- 15. **Compliance Audit Report.** Acceptance of the Brain Gain Improvement and Program of Excellence grant expenditures compliance audit report. Page 81. (Supplement)
- 16. **Commendations.** Recognition of State Regents' staff for service and recognitions on state and national projects. Page 83.
- 17. **Executive Session.** Possible vote to go into executive session pursuant to Title 25, Oklahoma Statutes, Section 307(B)(1), for discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee (see Attachment A), and pursuant to Title 25, Oklahoma Statutes, Section 307(B)(4), for confidential communications between a public body and its attorneys concerning pending investigations, claims or actions. Page 85.

Vote to return to open session.

- 18. **Personnel.** Discussion and possible action regarding staff (see Attachment A). Page 87.

## 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.
    - (1) Program Modifications. Approval of institutional requests. Page 89.
    - (2) Program Reconciliation. Approval of institutional request. Page 97.
  - b. Post Audit. Approval of institutional requests for final approval of, and review of schedule extensions for, existing programs. Page 99.
  - c. Electronic Media. Oklahoma State University. Approval of request to offer an existing degree program via online delivery. Page 103.
  - d. Capital. Ratification of capital allotments. Page 105.
  - e. Agency Operations. Ratification of purchases exceeding \$25,000. Page 107.
  - f. Resolution. Ratification of resolution honoring retiring staff. Page 109.
20. **Reports.** Acceptance of reports.
  - a. Programs. Status report on program requests. Page 111.
  - b. Annual Reports.
    - (1) Resident and Nonresident Tuition Waiver Report, 2006-2007. Page 121. (Supplement)
    - (2) Tenth Annual Teacher Education Report. Page 123.
    - (3) Spring 2008 Preliminary Enrollment Report. Page 143. (Supplement)
    - (4) High School Indicators Reports. Page 145. (Supplement)
    - (5) Annual Student Remediation Report. Page 147. (Supplement)
21. **Report of the Committees.** (No Action, No Discussion).
  - a. Academic Affairs and Social Justice and Student Services Committees.
  - b. Budget and Audit Committee.
  - c. Strategic Planning and Personnel Committee.
  - d. Technology Committee.

- e. Investment Committee.
- 22. **New Business.** Consideration of any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.
- 23. **Announcement of Next Regular Meeting—9:00 a.m., Thursday, April 17, 2008 in Oklahoma City, Oklahoma.**
- 24. **Adjournment.**

\*\*The Oklahoma State Regents for Higher Education will hold dinner on April 16 beginning at 6:30 p.m. at the Petroleum Club in Oklahoma City, no action will be taken.

DIRECTOR LEVEL AND ABOVE POSITIONS

Chancellor  
General Counsel  
Vice Chancellor for Academic Affairs  
Vice Chancellor for Budget and Finance  
Vice Chancellor for Educational Partnerships  
Vice Chancellor for Information Technology and Telecommunications  
Vice Chancellor for Legislative Relations, Communications, and Research and Development  
Vice Chancellor for Student Affairs  
Associate Vice Chancellor for Administration  
Associate Vice Chancellor and Comptroller  
Associate Vice Chancellor for Academic Affairs  
Associate Vice Chancellor for Budget and Finance/Fiscal Affairs  
Associate Vice Chancellor for Budget and Finance/Legislative Affairs  
Associate Vice Chancellor for Budget and Finance/OGSLP  
Associate Vice Chancellor for Budget and Finance/Purchasing  
Associate Vice Chancellor for Operations and Legal Affairs/OneNet  
Associate Vice Chancellor for Strategic Planning and Analysis  
Associate Vice Chancellor for State Grants  
Assistant General Counsel  
Assistant Vice Chancellor for Academic Affairs  
Assistant Vice Chancellor for Board Relations  
Assistant Vice Chancellor for Budget and Finance  
Assistant Vice Chancellor for Economic Development  
Assistant Vice Chancellor for GEAR UP  
Assistant Vice Chancellor for Governmental Relations  
Executive Director of Oklahoma Guaranteed Student Loan Program  
System Auditor  
Director of Academic Programs  
Director of Administration and Planning  
Director of Business Services  
Director of Communications  
Director of Human Resources  
Director of Information Technology and Data Warehousing  
Director of LAN Operations  
Director of Network Operations  
Director of Oklahoma Money Matters  
Director of Oklahoma Tuition Aid Grants  
Director of Software Development  
Director of Special Programs  
Director of Student and Community Outreach Activities  
Director of Student Preparation  
Director of Technology and Chief Technology Officer  
Director of Operations and Client Services/OGSLP  
Director of Research and Analysis and State IPEDS Coordinator  
Director of Teacher Education and MTRC  
Chief Information Security and Compliance Officer

March 13, 2008





Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #7-a:**

**New Programs.**

**SUBJECT:** Oklahoma State University – Oklahoma City. Approval of request to offer the Certificate in Pharmacy Technology.

**RECOMMENDATION:**

**It is recommended that the State Regents approve Oklahoma State University-Oklahoma City's (OSU-OKC) request to offer the Certificate in Pharmacy Technology 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 Pharmacy Technology.** Continuation beyond Fall 2012 will depend upon:
  - Majors enrolled: a minimum of 16 students in Fall 2011; and
  - Graduates: a minimum of 10 students in 2011-12.

**BACKGROUND:**

**Academic Plan**

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

- OSU-OKC faculty are considering submission of the following degree programs:
  - Certificate in Pharmacy Technology
  - Associate of Applied Science in Dietetic Technology
- OSU-OKC plans to automate instructional evaluations and begin migration of all instructional evaluations to an online platform

**APRA Implementation**

Since 1991-92, OSU-OKC has deleted 42 degree and/or certificate programs while adding 37 degree and/or certificate programs.

**Program Review**

OSU-OKC offers 44 degree programs (7 associate, 31 associate in applied science, 1 bachelor, and 5 certificates, all of which 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 faculty developed the proposal, which was reviewed and approved by institutional officials and OSU-OKC's governing board.

## **POLICY ISSUES:**

This action is consistent with the State Regents' *Academic Program Approval* policy.

## **ANALYSIS:**

### ***Certificate in Pharmacy Technology***

**Program purpose.** The proposed certificate program is designed to prepare students to work as a Certified Pharmacy Technician in a variety of venues, including retail pharmacies, nursing homes and hospitals.

**Program rationale and background.** The proposed certificate program is designed to help meet the chronic shortage of qualified workers in the health care industry. The proposed program will prepare graduates to take and pass the National Pharmacy Technician Certification Examination through the Pharmacy Certification Board. Pharmacy technicians assist licensed pharmacists in providing medication and other health care products to patients and customers. To prepare these prescriptions, the pharmacy technician must retrieve, count, pour, weigh, measure and sometimes mix the medications involved. Technicians may also establish and maintain patient profiles and other records, prepare insurance claim forms and stock and inventory prescription and over the counter medications. The United States Department of Labor estimates that the number of pharmacy technician jobs will grow by 27 percent by 2014. As our state and nation ages, the pharmacy technician field will become an increasingly important part of healthcare. The increasing use of medication for this aging population will mean expanded job opportunities for skilled, dedicated pharmacy technicians, especially those with formal training.

**Employment opportunities.** OSU-OKC indicates that program graduates will be in high demand. OSU-OKC cites a demand, according to the U.S. Department of Labor, where qualified pharmacy technicians will grow faster than the average of all occupations through 2013 due to population growth and aging. The demand for pharmaceuticals will increase dramatically and the number of persons who use prescription drugs is predicted to spur the demand for technicians in all practice setting. As Oklahomans age, and as insurers, pharmacies, employers and health systems become increasingly cost conscious, pharmacy technicians will assume more routine tasks previously performed by pharmacists. OSU-OKC is confident there will be sufficient employment opportunities for program graduates.

**Student demand.** The new program is expected to enroll a minimum of 16 majors in Fall 2011 and graduate a minimum of 10 students in 2011-12.

**Duplication and impact on existing programs.** Tulsa Community College offers a Certificate in Pharmacy Technician. Due to distance between institutions and demand for the certificate program, approval will not constitute unnecessary duplication.

**Curriculum.** The proposed program will consist of 26 total credit hours from the following areas (Attachment A): technical specialty courses (23 credit hours) and technical support courses (3 credit hours). Ten new courses will be added and are asterisked.

**Faculty and staff.** One new full time faculty member and at least one additional adjunct faculty member will teach in the proposed degree program. Funding will be from internal reallocation and student tuition and fees. No additional faculty resources are requested.

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

**Financing.** No additional funding is required for this program.

Attachment

ATTACHMENT A

**OKLAHOMA STATE UNIVERSITY-OKLAHOMA CITY  
CERTIFICATE IN PHARMACY TECHNOLOGY**

<b>Degree Requirements</b>	<b>Credit Hours</b>
<b><i>Technical Specialty Courses:</i></b>	<b>23</b>
*PHAR 1113 Introduction to Pharmacy Technology	3
*PHAR 1213 Pharmaceutical Mathematics I	3
*PHAR 1312 Drug Classification	3
*PHAR 1413 Pharmaceutical Clinical I	3
*PHAR 1512 Pharmaceutical Mathematics II	2
*PHAR 1613 Intravenous Admixture and Sterile Compounding	3
*PHAR 1712 Pharmacy Drug Therapy and Treatment	2
*PHAR 1812 Pharmaceutical Clinical II	2
*PHAR 1912 Pharmacy Law	2
*PHAR 2011 Pharmacy Technician Certification Review	1
<b><i>Technical Support Courses</i></b>	<b>3</b>
CIS 1113 Computer Concepts with Applications	3

**Total Credit Hours:** **26**

\*Asterisks denote new courses.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
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**AGENDA ITEM #7-b:**

**New Programs.**

**SUBJECT:** Cameron University. Approval of request to offer the Associate in Applied Science in Information Technology and the Bachelor of Science in Information Technology.

**RECOMMENDATION:**

**It is recommended that the State Regents approve Cameron University's (CU) request to offer the Associate in Applied Science in Information Technology and the Bachelor of Science in Information Technology, 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 Information Technology.** Continuation beyond Fall 2010 will depend upon:  
Majors enrolled: a minimum of 30 students in Fall 2009; and  
Graduates: a minimum of 8 students in 2009-10.
- **Bachelor of Science in Information Technology.** Continuation beyond Fall 2012 will depend upon:  
Majors enrolled: a minimum of 50 students in Fall 2011; and  
Graduates: a minimum of 7 students in 2011-12.

**BACKGROUND:**

**Academic Plan**

CU's Academic Plan lists the following institutional priorities:  
Offer high quality, challenging academic programs that include a global perspective and respond to student and employer needs.

Actions:

- Maintain and enhance standards of academic integrity for CU faculty and students.
- Conduct a comprehensive review of all academic programs, reallocating resources from any eliminated or reduced programs to strengthen those that remain.
- Ensure that all academic programs have measurable, rigorous outcomes with students progressing through structured levels of knowledge toward higher-order skills.
- Create a needs-assessment to determine whether new academic programs should be developed.

- Study the need and feasibility of offering more interdisciplinary courses and programs at the graduate level to serve area baccalaureate degree holders who wish to pursue an advanced degree.
- Establish a systematic way to monitor for possible grade inflation.
- Strengthen criteria for membership in the graduate faculty.
- Provide tutors to students who have an academic need.
- Explore the need for and the feasibility of offering accelerated adult education programs and/or weekend classes, particularly those that benefit area employers.
- Ensure that students receive quality academic advisement and provide the appropriate courses based on students' preparation and classification.
- Explore the addition of a multi-cultural component to the general education core curriculum.

Capitalize on CU's multiple levels of academic programs – associate, baccalaureate, and master's – to enhance student learning.

Actions:

- Better utilize CU's community college function to provide expanded educational opportunities to area citizens and establish distinct standards for associate degree faculty.
- Increase the number of CU students who are retained for successive degrees.
- Streamline the transition from associate to baccalaureate, and baccalaureate to master's degree programs at CU, minimizing or eliminating duplication of course work and any difficulty in graduating from one program and entering another.
- Review departmental minor programs for relevance.
- Develop strategies to meet a measurable goal to increase the number of transfer students from area community colleges and universities.
- Develop new educational partnerships that will benefit students.
- Improve assessment of student learning.
- Improve course delivery.
- Enhance student opportunities for service learning, to include internships, civic involvement and off-campus educational activities.
- Provide opportunities for students and faculty to demonstrate their scholarship in regional and national forums.
- Emphasize excellence in student-advisement and mentoring.

### **APRA Implementation**

Since 1991-92, CU has deleted 3 degree and/or certificate programs while adding 25 degree and/or certificate programs.

### **Program Review**

CU offers 58 degree programs (40 baccalaureate, 7 masters, 2 associates, 8 associate in applied science and 1 certificate), all of which were reviewed in the past five years with the exception of those programs with specialty accreditation. Programs with specialty accreditation are aligned with CU'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**

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

## **POLICY ISSUES:**

This action is consistent with the State Regents' *Academic Program Approval* policy.

## **ANALYSIS:**

### ***Associate in Applied Science in Information Technology***

**Program purpose.** The proposed degree program is designed to prepare students for a career in information technology, an industry that is characterized by rapid growth and innovation. The program will provide students with highly qualified skills to obtain employment in many different areas in the state of Oklahoma as well as the world.

**Program rationale and background.** The proposed program will stress competence in information technology and understanding of the planning, performing, and evaluation process as it relates to information technology operations. This proposed degree program will prepare students for a career in Information Technology and will stress the occupational aspect of the discipline. It will stress competence in theory, research, as well as critical and creative thinking skills through practiced applications. The degree focuses on the need for students to have a foundation in information technology.

**Employment opportunities.** CU indicates that program graduates will be in high demand. Students will be able to locate entry level positions in small to large organizations. Local employers include Goodyear, Halliburton Services, Lawton Public Schools, Cameron University, City of Lawton and various defense contracting companies. National companies such as Hertz Rental Company in Oklahoma City and Wal-Mart, Inc. in Bentonville, Arkansas also provide employment opportunities. CU is confident there will be sufficient employment opportunities for program graduates.

**Student demand.** The new program is expected to enroll a minimum of 30 majors in Fall 2009 and graduate a minimum of 8 students in 2009-10.

**Duplication and impact on existing programs.** Northern Oklahoma College and Oklahoma State University-Oklahoma City offer an Associate in Applied Science in Information Technology. Due to distance between locations and the demand documented by CU, approval will not constitute unnecessary duplication.

**Curriculum.** The proposed program will consist of 63 total credit hours from the following areas (Attachment A): general education courses (18 credit hours), technical specialty courses (33 credit hours), technical support courses (6 credit hours), and technical related coursework (6 credit hours). Five new courses will be added and are asterisked.

**Faculty and staff.** Existing faculty will teach the general education portion of the proposed degree program. No additional faculty resources are requested.

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

**Financing.** No additional funding is required for this program.

### ***Bachelor of Science in Information Technology***

**Program purpose.** The proposed degree program is designed to prepare students for a career in information technology, an industry that is characterized by rapid growth and innovation. The program will provide students with highly qualified skills to obtain employment in many different areas in the state of Oklahoma as well as the world.

**Program rationale and background.** The proposed degree program will provide students with the knowledge and skills to analyze business needs, manage projects including software development projects, select and develop software and manage networks of computers. It will provide significant communications expertise, including expertise in written communication, expertise in making multimedia supplemented oral presentations, and expertise in the use of technology based communications tools. The proposed program will also provide students with expertise in the area of security management and information assurance. In addition, the proposed program will provide students with an understanding of the importance of ethics and legal issues that affect the profession and the practitioners of the profession, as well as promote an understanding of the importance of continuing professional development. The proposed program will have three options: Computer Information Systems, Management Information Systems, and Information Assurance/Security.

**Employment opportunities.** CU indicates that program graduates will be in high demand. Students will be able to secure positions and earn high average salaries. CU cites several studies, with evidence pointing to employment opportunities. The findings support national data that link salary to educational attainment. According to the Oklahoma Employment Security Commission, in describing Oklahoma's top 30 fastest growing occupations, the top five of these occupations and four others in the top 20 can be associated with the proposed degree program (<http://www.oesc.state.ok.us/lmi/>). CU is confident there will be sufficient employment opportunities for program graduates.

**Student demand.** The new program is expected to enroll a minimum of 50 majors in Fall 2011 and graduate a minimum of 7 students in 2011-12.

**Duplication and impact on existing programs.** Rogers State University offers a Bachelor of Science in Business Information Technology. Several institutions offer Bachelors of Science in Information Studies or Bachelors of Science in Information Systems. Due to the distance between locations and the demand documented by CU, approval will not constitute unnecessary duplication.

**Curriculum.** The proposed program will consist of 127 total credit hours from the following areas (Attachment B): general education courses (50 credit hours), degree program core (42 credit hours), options (15-16 credit hours), guided electives (6 credit hours) and general electives (13-14 credit hours). Sixteen new courses will be added and are asterisked.

**Faculty and staff.** Existing faculty will teach the general education portion of the proposed degree program. No additional faculty resources are requested.

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



**Financing.** No additional funding is required for this program.

Attachment

**CAMERON UNIVERSITY**  
**ASSOCIATE IN APPLIED SCIENCE IN INFORMATION TECHNOLOGY**

<b>Degree Requirements</b>	<b>Credit Hours</b>
<b><i>General Education</i></b>	<b><i>18</i></b>
ENGL 1113    Composition I	3
ENGL 1213    Composition II	3
HIST 1483    American History to 1865    OR	3
HIST 1493    American History since 1865	
PS 1113        American Federal Government	3
<b><i>Selected Electives</i></b>	
Behavioral Science or Economics	3
Humanities	3
<b><i>Technical Specialty</i></b>	<b><i>24</i></b>
*IT 1213        Programming Logic	3
*IT 1413        Programming I	3
CIS 2033        Systems Engineering	3
*IT 2063        Network Operating Systems	3
*IAS 2233       Introduction to Information Assurance/Security	3
*IT 2413        Programming II	3
CIS 1013        Introduction to Computer Information Systems	3
EET 1063        Introduction to Networking	3
<b><i>Technical Support</i></b>	<b><i>6</i></b>
BUS 1113        Introduction to Business	3
MATH 1513      College Algebra OR	3
MATH 1813      Survey of Mathematics	
<b><i>Technical Related Courses</i></b>	<b><i>6</i></b>
COMM 1113	3
One Additional course selected to complement the student's goals and objectives (Advisor Approved)	3
<b><i>Electives</i></b>	<b><i>9</i></b>
Courses selected from CIS, MIS, or IAS specialty (Advisor Approved)	

**Total Credit Hours:**

**63**

\* Asterisks denote new courses.

**ATTACHMENT B**

**CAMERON UNIVERSITY  
BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY**

<b>Degree Requirements</b>		<b>Credit Hours</b>
<b><i>General Education</i></b>		<b>50</b>
ENGL 1113	Composition I	3
ENGL 1213	Composition II	3
HIST 1483	American History to 1865 OR	3
HIST 1493	American History since 1865	
PS 1113	American Federal Government	3
COMM 1113	Fundamentals of Speech	3
MATH 2215	Calculus and Analytic Geometry I OR	3
MATH 2713	Elementary Calculus	
<i>Humanities</i>		6
<i>Science (One science course must be a laboratory science) (can be either Biological or Physical Science)</i>		8 -10
<i>Behavioral Science (Select one of the following):</i>		3
FAMS 1123	Family Relations	
PSY 1113	General Psychology	
SOCI 1113	Introductory Sociology	
<i>Economics (Select one of the following)</i>		3
AGRC 1334	Introduction to Agriculture Economics	
ECON 2013	Principles of Economics I	
GEOG 3023	Economic Geography	
CRM 3603	Consumer Economics	
<i>Physical Education Activity</i>		4
<b><i>Electives sufficient to total 50 semester hours, but with no more than 6 hours of these electives in any one department</i></b>		<b>6</b>
<b><i>Program Core Requirements</i></b>		<b>42</b>
EET 1063	Introduction to Networking	3
CIS 1013	Introduction to Computer Information Systems	3
CIS 2033	Fundamentals of Systems Analysis and Design	3
*IAS 2233	Introduction to Information Assurance/Security	3
*IT 1213	Programming Logic	3
*IT 1413	Programming I	3
*IT 2063	Network Operating Systems	3
*IT 2413	Programming II	3
CIS 3083	Database	3
*IT 3603	Human-Computer Interface Development	3
*IT 4342	Legal and Ethical Issues for the IT Professional	2
*IT 4444	IT Capstone	4
STAT 3013	Introduction to Probabilities and Statistics I	3
TECH 3013	Technical Communications	3
<b><i>Computer Information Systems Option</i></b>		<b>16</b>
*CIS 2043	Graphic Design Basics	3
CIS 3043	Managing the Information Technology Center	3
*CIS 3064	COBOL Programming	3

CIS 3183	Structured Query Language	3
CIS 4063	Applied Problems in CIS	3
<b>Management Information Systems Option</b>		<b>15</b>
MIS 2113	Fundamental MIS Tools and Skills	3
MIS 3033	Applied Data Modeling	3
MIS 3083	Systems Analysis and Design	3
*MIS 4033	Electronic Commerce	3
MIS 4533	Applied Problems in Management Information Systems	3
<b>Information Assurance/Security Option</b>		<b>15</b>
*IAS 2013	History of Information Assurance/Security	3
*IAS 3063	Information Assurance Networking Fundamentals I	3
*IAS 3233	Information Assurance/Security	3
*IAS 3263	Security Architecture and Design	3
*IAS 4063	Current Topics in Information Assurance and Network	3
<b>Guided Electives (Select 6 hours from the following)</b>		<b>6</b>
TECH 3003	Technology Workshop	3
TECH 3033	Production Planning	3
TECH 4003-6	Directed Observation and On-The-Job Internship	3-6
TECH 4023	Computer Generated Presentations	3
TECH 4033	Industrial Management Systems	3
TECH 4143	Workplace Safety	3
MGMT 4443	Project Management	3
TECH 4491-3	Independent Study in Technology	1-3
<b>Free Electives (Depending on options)</b>		<b>13-14</b>

**Total Credit Hours:**

**127**

\* Asterisks denote new courses.

Meeting of the  
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March 13, 2008

**AGENDA ITEM #8:**

**Program Deletions.**

**SUBJECT:** Approval of institutional requests.

**RECOMMENDATION:**

**It is recommended that the State Regents approve Oklahoma State University and Northern Oklahoma College's requests for program deletions, as described below.**

**BACKGROUND:**

Oklahoma State University (OSU) requests authorization to delete the Certificate in Central Asian Studies (405), the Certificate in Ancient and Medieval Studies (417), the Certificate in Asian Studies (418), the Certificate in Latin American Studies (419), the Certificate in Russian and Eastern European Studies (420), the Certificate in African American Studies (421), the Certificate in Native American Studies (422) and the Master of Arts in Arts Management (415).

Northern Oklahoma College (NOC) requests authorization to delete the Associate in Applied Science in Aviation Maintenance Technology (076).

**POLICY ISSUES:**

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

**ANALYSIS:**

OSU requests deletion of the Certificate in Central Asian Studies (405), the Certificate in Ancient and Medieval Studies (417), the Certificate in Asian Studies (418), the Certificate in Latin American Studies (419), the Certificate in Russian and Eastern European Studies (420), the Certificate in African American Studies (421) and the Certificate in Native American Studies (422). The programs were suspended on December 9, 2004 and a minor was created for each area of study. OSU is realigning curriculum and prioritizing programs in response to the State Regents' Academic Planning/Resource Allocation (APRA) initiative. There are no students remaining in the programs. No courses will be deleted and there are no funds available for reallocation.

OSU requests deletion of the Master of Arts in Arts Management (415). The program was suspended on June 30, 2004. There are no funds to support the program and there are no students remaining in the program. No courses will be deleted and no funds are available for reallocation.

NOC requests deletion of the Associate in Applied Science in Aviation Maintenance Technology (076). The program was part of a Cooperative Agreement between NOC and Autry Technology

Center (ATC). ATC has discontinued the program, due to lack of enrollment. Therefore, NOC requests the deletion of the program and cooperative agreement. There are no students remaining in the program. No courses will be deleted and there are no funds available for reallocation.

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #9:**

**Accreditation.**

**SUBJECT:** Intensive English Program.

**RECOMMENDATION:**

**It is recommended that the State Regents grant provisional approval with reexamination in four years to the English Language Institute at Oklahoma State University and provisional approval with reexamination in two years to the Center for English As A Second Language at the University of Oklahoma.**

**BACKGROUND:**

Approving English language centers has been part of the State Regents' *Institutional Admission and Retention* and *Intensive English Program Approval and Review* policies since 1980. Out-of-state evaluators with expertise in directing English as a Second Language programs have been hired to conduct the reviews.

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

Policy stipulates that if the IEP objects to the evaluation team's report, the Chancellor will convene a neutral three-member panel of educators to consider the objections. The appeals process will be directed by the Procedures for Denial, Revocation, or Nonrenewal of Accreditation, in the State Regents' *Institutional Accreditation* policy.

**POLICY ISSUES:**

Consistent with State Regents' "*Institutional Admission and Retention*" policy, students for whom English is a second language must demonstrate English proficiency following standards described in this policy. Students without the minimal Test of English as a Foreign Language (TOEFL) score (500 for undergraduate and 550 for graduate students) who have earned a TOEFL score of at least 460 for undergraduate or 500 for graduate students, or students without the minimal International English Language Testing System (IELTS) score (6.0 for undergraduate and 6.5 for graduate students) who have earned an IELTS score of at least 5.0 for undergraduate

or 5.5 for graduate students, must successfully complete a minimum of 12 weeks of study at an IEP approved by the State Regents prior to admission.

IEP's are evaluated on criteria for the language program, administration, faculty, student services, finances, and physical facilities, based on standards described in the State Regents' policy on "*Intensive English Program Approval and Review*." Embedded in these broad categories are standards for the curriculum, recruitment, assessment and contact hours of the program, standards for the faculty and administrators of the program, and standards for advising and orientation services offered to students in the program.

If the IEP objects to the evaluation team's report, an appeals process is directed by the Procedures for Denial, Revocation, or Nonrenewal of Accreditation, in the State Regents' *Institutional Accreditation* policy.

#### **ANALYSIS:**

##### ***English Language Institute – Oklahoma State University***

As required by policy, a team of out-of-state evaluators reviewed the English Language Institute (ELI) at Oklahoma State University on April 10-11, 2007. The team submitted its report, citing three standards not met and recommending provisional approval with reexamination in four years. ELI objected to the evaluation team's report, specifically on the three unmet standards. On February 13, 2008, a review panel was convened to hear the objections of the ELI to the evaluation team's report. Based on the review of the State Regents' policies, the program's self-study, the evaluation team's report, and testimony from ELI representatives, the appeal review panel recommends that ELI at Oklahoma State University be granted provisional approval with reexamination in four years. The review panel finds that one of the contested standards (Curriculum – Written Documentation) continues to be unmet.

##### ***Center for English As A Second Language – University of Oklahoma***

As required by policy, a team of out-of-state evaluators reviewed the Center for English As A Second Language (CESL) at the University of Oklahoma on April 12-13, 2007. The team submitted its report, citing four standards not met and recommending provisional approval with reexamination in four years. CESL objected to the evaluation team's report, specifically to one of the four unmet standards (Faculty Responsibility). On February 14, 2008, a review panel was convened to hear the objections of the CESL to the evaluation team's report. Based on the review of the State Regents' policies, the program's self-study, the evaluation team's report, and testimony from CESL representatives, the appeal review panel recommends that CESL at the University of Oklahoma be granted provisional approval with reexamination in two years. The review panel finds that the contested standard (Faculty Responsibility) continues to be unmet.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
 March 13, 2008

**AGENDA ITEM #10:**

**Admission Standards.**

**SUBJECT:** Approval of Oklahoma State University’s request to change admission standards.

**RECOMMENDATION:**

**It is recommended that the State Regents approve Oklahoma State University’s (OSU) request to change admission standards for first-time freshmen, as described below.**

**BACKGROUND:**

**Admission of First-Time Entering Students**

In 1987-88, entering freshmen at Oklahoma’s two comprehensive universities had the lowest average ACT scores, the highest freshman dropout rates, and the lowest graduation rates in the Big 8 Conference. To address the issues, the State Regents adopted a multi-year phase-in of increased admission standards at the comprehensive and regional universities in 1988. Entering students were required to score higher on the ACT or earn better grades in high school to enroll at either of these two tiers. These higher standards encouraged high school students to take more rigorous academic core courses. By 1998, the University of Oklahoma (OU) and OSU had significantly improved student performance rates in these three categories. Subsequently, OU and OSU have requested increased admission standards consistent with policy.

In May 2004, OSU requested and the State Regents approved increased admissions standards for first-time entering freshmen as noted below:

<b>Admission Options</b>	<b>Current OSU Standard</b>	<b>Proposed for Summer 2005</b>	<b>Proposed for Summer 2006</b>	<b>Proposed for Summer 2007*</b>
<b>Option 1:</b> ACT/SAT	22/1020	23/1060	24/1090	24/1090
<b>Option 2:</b> High School GPA and Class Rank	3.0 and top 33.3%	3.0 and top 33.3%	3.0 and top 33.3%	3.0 and top 25%
<b>Option 3:</b> High School GPA in the 15-Unit Core	3.0	3.0 and ACT 20 or SAT 940	3.0 and ACT 21 or SAT 980	3.0 and ACT 21 or SAT 980

\*In October 2006, the State Regents approved OSU’s request that implementation of Option 2 scheduled to take effect Summer 2007 be delayed for at least two years. The rationale was that OSU’s Office of Institutional Research determined enrollment and diversity goals would be adversely affected by implementing Option 2 (3.0 GPA and top 25%). Option 2 continues to be 3.0 and the top 33.3 percent.

OSU requests consideration of an additional option for students access who do not meet the higher admission requirements approved in 2004. The new option would be implemented in the 2008-2009 academic year. A summary of the request is outlined below.

### **POLICY ISSUES:**

This request is consistent with State Regents' *Institutional Admission and Retention* policy that establishes admission requirements and principles for institutions. The State Regents authorizes OU and OSU to set separate higher admission standards. Revisions are made with State Regents' approval and current standards are published annually and available from each institution or the State Regents.

### **ANALYSIS:**

The new option, potential numbers of students, the criteria, review and the tracking, reporting, and evaluation are outlined below. The new option is available for first-time freshmen only and other policy requirements for admission of first-time freshmen apply.

The OSU A&M Board of Regents approved OSU's request January 18, 2008. OSU noted that meeting the standards and review process outlined below does not guarantee admission.

### **Potential Numbers**

- Based on analysis of applicants for Fall 2007, approximately 100-150 students met the criteria for additional review. The institution does not expect this number to change significantly in future years given projections for the Oklahoma high school population.

### **Criteria for Consideration**

- Students whose academic profile falls between current OSU admission standards and the minimum State Regents' standards (22 ACT/1020 SAT or un-weighted high school core curriculum GPA of at least 3.0).
- Cognitive Factors (60 percent). Academic admission standards noted in the above bullet. Quality, quantity and level of coursework throughout the entire high school program. Applied Placement, International Baccalaureate or college course work completed or in progress. Completion of a progressively challenging math sequence, demonstrated by performance. Class rank taken in context with academic rigor and class size of high school attended.
- Non-Cognitive Factors (40 percent). Students must demonstrate strengths in non-cognitive factors such as positive self-concept, realistic self-appraisal, long-term goals, leadership experience, community and knowledge in an acquired field.

### **Review Process**

- OSU applicants will have the opportunity to answer a series of questions designed, tested and utilized by other institutions of higher education to assess the cognitive and non-cognitive factors leading to academic success and persistence.
- The review process will begin with application "readers" (graduate assistants, retired faculty, alumni, etc.) specially trained to score the non-cognitive success factors of each student. Each application will be read by two members of the assessment team. If the two agree, the

application proceeds. If the two are not in agreement, a third reader will render the final score.

- A point system will be employed to assess each student identified for the review process. Applications for students who receive minimum scores of 50 (out of 100 possible points) will be reviewed by the University Admissions Committee (members designated by enrollment management, academic affairs, diversity, faculty governance, and student academic services) for final approval.

### **Tracking, Reporting, and Evaluation**

- Students admitted through the review process will be tracked through the Student Information System for progress during their first two terms of enrollment. Retention data, grades, and supplemental information gathered from instructors and academic advisers will be utilized to assess the effectiveness of the review process to identify academic preparedness. A fall semester report will be completed in January following fall grade reporting and in May to reflect on the academic year to determine student success through this methodology.
- Academic performance of students admitted through the review process will be assessed and compared to the population of students admitted through cognitive factors only. These reports will be presented to the Admissions Committee as well as to the student services directors and academic administration during their regularly scheduled meetings.
- Program efficacy will be determined by programmatic assessment and student outcomes as follows:
  - ✓ In what ways and at what levels did the program impact enrollment? What was the impact on the overall student profile?
  - ✓ Overall GPA, retention, and graduate rates compared to previous classes with similar incoming test scores.
  - ✓ GPA, hours completed, and level of coursework attained will be monitored throughout the participants' first year on campus.

Approval of OSU's request is recommended as outlined above.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #11-a:**

**Policy.**

**SUBJECT:** Approval of revisions to the Faculty Advisory Council policy.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the revisions to the Faculty Advisory Council policy which will increase the membership and allow designees.**

**BACKGROUND:**

The purpose of the Faculty Advisory Council (FAC) is to communicate to the Chancellor and the State Regents the views and interests of all Oklahoma college and university faculty on those issues that relate to the constitutional and statutory responsibilities of the State Regents. In representing faculty, the Faculty Advisory Council shall attempt to accurately represent the positions of faculty and develop the best proposals and recommendations to the State Regents.

On June 26, 1990, seven representatives were nominated, by a statewide assembly of faculty convened by the Chancellor. The group held its first meeting on October 6, 1990, and bylaws drafted by the first Faculty Advisory Committee were approved by the State Regents on December 17, 1990. In June of 2002, the State Regents approved the Faculty Advisory Committee's name change to the Faculty Advisory Council. FAC members serve two-year terms. Two members represent the research tier (one from OU and one from OSU); two represent the regional tier; two represent the community colleges; and one represents the independent institutions.

**POLICY ISSUES:**

These actions are consistent with the intent of the State Regents.

**ANALYSIS:**

The FAC sets an annual work plan based on input from the annual Faculty Assembly meeting. In 2007, these issues include student preparation for college, the use of adjunct faculty, cost of textbooks, health care and retirement. The FAC members meet monthly from September through June. These meetings are held in the evenings and scheduled far in advance so that FAC members may attend without missing their assigned classes. When appointed to the FAC, the members are the current leaders of the faculty organizations on campus.

Two factors impacting attendance have increasingly impinged on attendance at the FAC meetings: 1) campus commitments and 2) demands of the campus faculty leader. In addition to

their teaching responsibilities, most faculty have service and institutional governance obligations. This is particularly true of the faculty members who are eligible to serve on the FAC.

The proposed revisions to the FAC membership expands the number of members and the pool from which faculty may be selected to serve. The change would increase the number of members from 7 to 14 by doubling the number representing each category of institution: research universities would increase from two to four, regional universities from two to four, community college from two to four, and independent institutions from one to two. The other change would allow institutional faculty organizations to designate faculty members to attend the Faculty Assembly and thereby be eligible to serve on the FAC, instead of the current policy that limits membership to the current leader of the institutional faculty organization.

For these reasons, it is recommended that the State Regents approve changes to the Faculty Advisory Council policy that would increase the membership and allow designees.

Attachment

## 2.15 FACULTY ADVISORY COUNCIL

The Oklahoma State Regents for Higher Education recognize the value of a formal structure for faculty input and a strengthened linkage to an important constituency-faculty. Consequently, the State Regents have created a Faculty Advisory Council (FAC) to assist the State Regents.

### 2.15.1 ARTICLE I - NAME

The name of this group is the Faculty Advisory Council (FAC) to the Oklahoma State Regents for Higher Education.

### 2.15.2 ARTICLE II - PURPOSE

The purpose of the FAC is to communicate to the Chancellor and the State Regents the views and interests of all Oklahoma college and university faculty on those issues that relate to the constitutional and statutory responsibilities of the State Regents. In representing faculty, the FAC shall attempt to accurately represent the positions of faculty and develop the best proposals and recommendations to the State Regents.

### 2.15.3 ARTICLE III - MEMBERSHIP

- A. The FAC consists of ~~seven~~ 14 members elected by tier by the State Faculty Assembly at its fall annual meeting and appointed by the Chancellor.
- B. Member of the FAC must be a faculty member at a college or university within the state of Oklahoma and should, at the time of election, be the president or ~~immediate past president/chairman~~ designee of his/her institution's faculty organization. In the event an institution does not have an official faculty organization, an individual receiving the consent and support of the faculty of that institution will be eligible for election to the FAC.
- C. The term of office of the FAC member is two years, beginning January 1 in the year following election.
- D. The membership of the FAC is elected from delegates attending the General Faculty Assembly and is comprised of:
  - ~~Two~~ Four members elected at large from delegates representing the two ~~comprehensive~~ research universities in The Oklahoma State System of Higher Education: two from the University of Oklahoma and two from Oklahoma State University.
  - ~~Two~~ Four members elected at large from delegates representing the ~~four-year~~ regional universities in the State System.
  - ~~Two~~ Four members elected at large from delegates representing the ~~two-year~~ community colleges in the State System and the OSU Technical Branches in Oklahoma City and Okmulgee. ~~In odd-numbered years, the representative will be elected~~ Representation will reflect a balance of two members from the metropolitan institutions (Oklahoma City Community College, Tulsa Community College, Rose State College, and OSU-Oklahoma City). ~~In even-numbered years, the representative~~

~~will be elected~~ and two members from the remaining ~~two-year institutions~~ community colleges.

- E. ~~One~~ Two members elected at large from delegates representing the regionally accredited independent colleges and universities in the state.
- F. Delegates to the annual General Faculty Assembly will be the current ~~or immediate past~~ president/chairman or designee of the faculty organization from each of the colleges and universities in Oklahoma.
- G. During the Assembly, elections for FAC membership shall be held for:
- ~~one two~~ comprehensive research university positions;
  - ~~one two~~ four-year regional university positions; ~~and~~
  - ~~one two~~ two-year community college positions; ~~and~~
  - ~~In even-numbered years, the one~~ independent colleges/universities ~~shall also elect one member~~ position.
- H. In the event a tie vote occurs in an election for a membership position, the delegate from the ~~school~~ institution which has not been previously represented on the FAC or which has the longest time gap in representation shall be declared the new member. If this method does not identify a new member, the new member will be chosen by the toss of a coin.
- I. A member of the FAC who wishes to resign before his/her term expires must notify the Chancellor and the FAC in writing in a timely fashion.
- J. A member who will be unable to attend meetings for an extended period of time but does not wish to resign from the FAC may be granted a leave-of-absence by the Chairman of the FAC if it is determined the work of the FAC would not be seriously hindered by the action.
- K. A member will be removed from office if he/she does not continue to meet the requirements listed in this Article and/or fails to perform the duties described in Article IV. Proof of deficiencies warranting removal will be conclusively established by ~~four~~ eight FAC members voting in favor of removal and with the concurrence of the Chancellor. The member subject to removal shall have the opportunity to respond to a motion for removal in person and/or in writing prior to a removal vote being taken.
- L. Replacement appointments to fill leave-of-absence, resignation, or removal vacancies will be made by the Chancellor consistent with the membership requirements in this Article and with the advice of the FAC. Alumni members who may not be the ~~present or immediate past~~ president/chairman of a faculty organization will be eligible for selection as a replacement FAC



member. If a resignation or removal replacement occurs during a member's first year of service, the appointee will serve until the next General Faculty Assembly is convened, at which time the service tier represented will vote to continue or replace the appointment for the remainder of the term.

#### 2.15.4 ARTICLE IV - DUTIES

- A. Members are encouraged to visit and become familiar with other institutions in the state.
- B. The FAC will serve as an avenue for the faculty community to express input to the State Regents.
- C. The FAC will elect an individual to serve as chair according to the following guidelines:
  - Two elections will take place each calendar year, one in December and one in May, where a chair and chair-elect will be elected;
  - The chair and chair-elect will be selected from the representing tiers and cannot succeed themselves or serve twice in one calendar year;
  - Terms of office are three months beginning in January of the election year;
  - In the absence of the chair, the chair-elect will represent the FAC; and in the absence of the chair-elect, the former chair will represent the FAC.
- D. The chair will work with the State Regents' office through a staff liaison designated by the Chancellor.
- E. The Chancellor shall, with the advice of the FAC, appoint a reporter from his/her staff to take official minutes of the FAC meetings and maintain a file of FAC actions.
- F. Members of the FAC will be called upon by the Chancellor to provide informal counsel and advice and to make presentations at public hearings, legislative meetings, etc.
- G. The FAC, by a majority vote of its members, may submit recommendations to the Chancellor on matters relating to the duties and responsibilities of the State Regents.
- H. Members of the FAC are encouraged to attend regularly scheduled meetings of the State Regents.
- I. The FAC will work with the Chancellor and the designated liaison in developing an annual list of priorities and goals for rendering advice to the State Regents.
- J. The FAC will submit an annual written report of its activities to the Chancellor and will also maintain regular contact with the state's faculty organizations to apprise them of significant developments.

- K. Clerical and administrative assistance to the FAC will be provided by the Chancellor's office and the designated liaison in the conduct of the FAC business.
- L. The Chair or designated spokesman for the FAC may develop a written and oral presentation to the State Regents on at least a quarterly basis or more frequently as needed. Written reports will be submitted in timely fashion to the Chancellor for inclusion in the official bound agenda for the Regents. For purposes of compliance with the state's Open Meeting Act, reports and recommendations for Regents' action should be submitted to the Chancellor at least three weeks prior to State Regents' meetings.

2.15.5 ARTICLE V - AUTHORIZATION

The FAC will operate under guidelines established by the FAC with the concurrence of the Chancellor.

2.15.6 ARTICLE VI - MEETINGS

- A. A schedule of regular meetings of the FAC will be filed annually with the State Regents' office.
- B. A record of the FAC meetings shall be kept on official file in the office of the State Regents.
- C. An individual designated by the Chancellor shall be invited to attend official meetings of the FAC.

2.15.7 ARTICLE VII - AMENDMENTS

This document may be amended by a majority vote of the FAC and concurrence of the Chancellor.

2.15.8 ARTICLE VIII - ALUMNI MEMBERS

Alumni members of the FAC are entitled to receive the minutes of the FAC upon request.

Alumni members are encouraged to offer their input to the FAC for the continued improvement of higher education in Oklahoma.

Alumni members are encouraged to attend the General Faculty Assembly and/or the regular December meeting of the FAC.

Alumni members, particularly those whose terms have recently expired, are encouraged to visit state faculty organizations for the purpose of explaining actions taken by the FAC relative to key higher education issues.

Alumni members, provided they are currently members of a college or university faculty, are eligible for appointment by the Chancellor to fill temporary vacancies or un-expired terms on the FAC in the manner provided by Article III, Section 8.

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*Approved by State Regents December 17, 1990; amended April 28, 1995, June 27, 2002 ~~and~~ November 1, 2002 and October 25, 2007.*

Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #11-b:**

**Policy.**

**SUBJECT:** Oklahoma's Promise – Oklahoma Higher Learning Access Program Permanent Rule Amendments.

**RECOMMENDATION:**

**It is recommended that the State Regents adopt the proposed permanent rule amendments for the Oklahoma's Promise – Oklahoma Higher Learning Access Program (Oklahoma's Promise).**

**BACKGROUND:**

Oklahoma's Promise was created in 1992. Students must enroll in the program in the 8<sup>th</sup>, 9<sup>th</sup>, or 10<sup>th</sup> grade. The program requires students to complete a 17-unit core curriculum, achieve at least a 2.5 GPA in the core and a 2.5 GPA overall, attend school regularly, and refrain from drug abuse or delinquent acts. Students completing the requirements qualify for a scholarship equal to public college tuition. Participation is limited to students from families with an income of \$50,000 or less at the time of application to the program.

**POLICY ISSUES:**

Oklahoma's Promise plays an important role in the State Regents' goal to increase the number of college graduates in Oklahoma. The program is designed as an incentive to encourage more students to aspire for college, prepare themselves for academic success in college, and to provide them with financial assistance for college expenses.

**ANALYSIS:**

The rule amendments address the following issues:

- Changes required by SB 820 of the 2007 legislative session are incorporated into the rules. These statutory changes include:
  - Second Income Limit Requirement: Beginning with Oklahoma's Promise college students receiving the scholarship for the first time in 2009-10 (primarily high school graduates of 2009 and thereafter), students will be subject to a second family income limit requirement. Students will not receive the scholarship if their parents' income exceeds \$100,000 at the time the student goes to college (if the student is independent, the student's income may not exceed \$100,000). To enroll in the program in the 8th, 9th, or 10th grade, a student's family income still must be under \$50,000 at the time of application.

The new second income limit requirement will apply to about 18,000 students of the 2009, 2010 and 2011 classes that had already enrolled in the program before the new requirement was legislated.

A review of the family income data for 2006-07 Oklahoma's Promise scholarship recipients showed the following:

- About 84% of recipients reported family income by applying for federal financial aid.
- Of the students with reported family incomes, about 2% showed incomes exceeding \$100,000.
- No income data was available for the remaining 16% of recipients.

As one possible method to implement this new requirement, the rule amendments require all students eligible to receive the Oklahoma's Promise award for the first time in 2009-10 to complete a federal financial aid application. The current process for verifying the family income at the time 8<sup>th</sup>, 9<sup>th</sup>, and 10<sup>th</sup> grade students initially apply for the program is a paper-intensive and time-consuming process. Using the federal financial aid application to verify income at the time the student enters college could be a more efficient process.

- Minimum College GPA Requirement: Also effective for students receiving the award for the first time in 2009-10, a unique minimum college GPA of 2.0 will be required for courses taken *during* the sophomore year and a minimum 2.5 GPA for courses taken *during* the junior year and thereafter. This new GPA requirement does not utilize cumulative GPA calculations as is customary at most colleges and universities.
  - College Conduct Requirement: Effective January 1, 2008, an Oklahoma's Promise college student that is suspended for more than one semester for conduct reasons will lose the scholarship permanently.
  - Immigration Status: Beginning with students initially applying for the program in 2007-08, the student must be a U.S. citizen or lawfully present in the U.S. to receive the award in college. Undocumented immigrant students can still enroll in the program in the 8th, 9th, or 10th grade, but must attain lawful status before they can actually receive the award in college. Undocumented students already enrolled in the program by the end of 2006-07 are "grandfathered" into the program and not subject to this requirement.
  - Homeschool Student Eligibility: Homeschool students are now eligible to participate in Oklahoma's Promise and receive the scholarship. Homeschool students must apply between the ages of 13 – 15. Like students attending non-accredited schools, homeschool students must also achieve at least a 22 ACT composite score on a test given on a national test date ("residual" ACT scores do not qualify).
- The rule changes also incorporate the provisions of HB 1762 of the 2007 legislative session. The bill provides eligibility to students that reside in a state adjacent to Oklahoma who are enrolled in an Oklahoma school district pursuant to a contractual

agreement authorized by Oklahoma law. This provision applies to the Texhoma school district in the Oklahoma panhandle. The town of Texhoma is literally divided by the state border. The Texhoma, Oklahoma school district has a contractual arrangement with the adjacent school district in Texas. All elementary students from both districts attend school in the Texas district and all junior high and high school students attend school in the Oklahoma district.

- In addition, there are other changes unrelated to the legislative modifications. These include:
  - Allowing students whose legal custody is currently subject of an active legal proceeding to submit an application without parental or guardian information.
  - Adding language recognizing the use of the name “Oklahoma’s Promise” as authorized by SB 1493 of the 2006 legislative session.
  - Deleting uses of the acronym “OHLAP”.
- There is one substantive change from the recommended amendments as posted at the November State Regents’ meeting. A provision that would have required all Oklahoma’s Promise students receiving the award in 2010-11 and thereafter to meet federal “satisfactory academic progress” (SAP) requirements has been deleted. Federal SAP policy requires institutions to set minimum GPA and course completion requirements for students to remain eligible for federal financial aid. Reasons for deleting this provision at this time include:
  - Potential inequitable treatment of Oklahoma’s Promise students: While the federal policy sets minimum standards, institutions have the discretion to establish their own criteria within the federal parameters. A review of the SAP policies of 26 colleges and universities shows a variation that could cause students in similar circumstances to be treated differently, depending on which institution they are attending. The variances include GPA requirements, course completion requirements, and the frequency of checking a student’s compliance with SAP.
  - Confusion with the new statutory college GPA requirements: The introduction of a non-uniform requirement at the time new statutory college GPA requirements will be implemented for incoming freshmen in 2009 could cause additional confusion for Oklahoma’s Promise recipients.
  - Limited data available: State Regents’ staff was able to get preliminary data on the potential impact of the policy from only a very few institutions in time for consideration of this policy change. Additional data analysis is necessary to evaluate the actual impact of the possible policy change.

Based on the reasons above, it is recommended that this provision be deleted from the proposed amendments. State Regents staff will continue to analyze this possible policy change for future discussions.

- In addition, there is one correction of a typographical error in the proposed version. A reference to one of the new statutory college GPA requirements has been corrected from 2.5 to 2.0.

Attachment

## **SUBCHAPTER 23. OKLAHOMA HIGHER LEARNING ACCESS PROGRAM (~~OHLAP~~)**

### **610:25-23-1. Purpose**

The Oklahoma Higher Learning Access Program (~~OHLAP~~), created by the Oklahoma Higher Learning Access Act passed in 1992 (70 O.S. § 2601 et seq.), is designed to help provide access to postsecondary education opportunities for students with financial need who have demonstrated a commitment to academic success in high school. The program shall also be known as "Oklahoma's Promise." The Act identifies two primary purposes:

- (1) The first is to ensure that students who satisfy the requirements of the program, and who pursue an associate or baccalaureate degree in Oklahoma at an accredited public or private institution, or pursue studies in a postsecondary program or course offered through a cooperative agreement between a public technology center and an institution of The Oklahoma State System for Higher Education, are relieved of the burden of paying:
  - (A) undergraduate resident tuition at institutions of The Oklahoma State System for Higher Education;
  - (B) tuition for enrollment in postsecondary programs or courses of a public technology center, not to exceed the amount the student would have received for comparable enrollment at a two-year institution within The Oklahoma State System of Higher Education; or
  - (C) some portion of fees or tuition at a private institution of higher education in Oklahoma accredited pursuant to 70 O.S. § 4103.
- (2) The further purpose of the ~~OHLAP program~~ is to establish and maintain a variety of support services whereby a broader range of the general student population of this state will be prepared for success in postsecondary endeavors. [70 O.S. § 2602]

### **610:25-23-2. Eligibility of participants**

Eligibility to participate in the program must be established by both the student and his/her parent(s), custodial parent(s), or guardian(s). Students enrolled in the eighth, ninth or tenth grade at a public or private school and whose parents' income meets the financial need criteria are eligible to apply to become an ~~OHLAP a program~~ participant. Students educated by other means who are between the ages of thirteen (13) and fifteen (15) are eligible to apply to become a program participant. Eligibility requirements to participate in the program include the following:

- (1) The student must be a resident of the state of Oklahoma or be enrolled in a school district located in this state that serves students who reside in both this state and an adjacent state pursuant to a contract as authorized in Section 5-117.1 of Title 70 of the Oklahoma Statutes; and
- (2) The student's parent(s), custodial parent(s), or guardian(s) must establish financial need.
  - (A) To meet the ~~OHLAP program's~~ financial need criteria, the income of the student's parent(s) from taxable and nontaxable sources shall not exceed \$50,000 per year at the time the student applies for participation in the program. [70 O.S. § 2603]
  - (B) Parents of students making application to the ~~OHLAP program~~ must use their most recent calendar (tax) year income to establish financial need eligibility. Parents of tenth-grade applicants may use the calendar (tax) year income that coincides with the spring semester of the tenth-grade if the parents' income is expected to be significantly less than the previous year.
  - (C) The OSRHE shall use guidelines consistent with regulations for federal Title IV student financial aid programs to determine a student's custodial parent(s).
  - ~~(D) A student who satisfies the financial need criteria during the eighth, ninth or tenth-grade when he or she begins participating in the Oklahoma Higher Learning Access~~

~~Program shall not later be denied participation in the Oklahoma Higher Learning Access Program on grounds that the student does not meet the financial need criteria. [70 O.S. § 2603]~~

### **610:25-23-3. Applications**

(a) Students and their parent(s), custodial parent(s), or guardian(s) must complete fully an application form provided by the Oklahoma State Regents for Higher Education (OSRHE). If a student's legal custody is the subject of an active legal proceeding, the student may submit an application without the information of their parent(s), custodial parent(s), or guardian(s). The application will be treated as an incomplete application per section (h) below until the student's legal custody is determined.

(b) The application shall include either:

- (1) an agreement form upon which the school site contact person (see rule 610:25-23-8 for policies related to the contact person) shall certify that the student meets the financial need criteria and which verifies that the student and his/her parent(s), custodial parent(s), or guardian(s) agree to the program's requirements. The agreement form shall be retained in the student's permanent record and a copy forwarded to the OSRHE. A copy of the agreement form must be received by the OSRHE for the student to be considered enrolled in the program; or
- (2) an agreement form submitted directly to the OSRHE which shall be processed and verified by the OSRHE.

(c) Students participating in the Oklahoma Higher Learning Access Program shall provide their social security number, or their student identification number used by their local school, to the OSRHE. The OSRHE shall keep the numbers confidential and use them only for administrative purposes.

(d) Any falsified or incomplete information on the application forms may result in the student's disqualification from the program.

(e) Applications will be accepted throughout the school year.

(f) Contact persons should forward copies of agreement forms to the OSRHE monthly, but not later than June 30 of each school year.

(g) Persons applying directly to the OSRHE must submit agreement forms to the OSRHE no later than June 30. If June 30 is not a business day, agreement forms shall be submitted no later than the first business day thereafter. Applications mailed to the OSRHE must be postmarked by June 30, or the next business day if applicable, to be considered timely submitted to the OSRHE.

(h) Applicants submitting incomplete applications shall be provided an opportunity to provide the required documentation to complete their application. Applications that remain incomplete by the time the student graduates high school will not be accepted.

### **610:25-23-4. Program requirements**

(a) Students shall agree to abide by the following provisions:

- (1) Attend school regularly and to do homework regularly;
- (2) Refrain from substance abuse;
- (3) Refrain from commission of crimes or delinquent acts;
- (4) Have school work and school records reviewed by mentors designated pursuant to the program;
- (5) Provide information requested by the Oklahoma State Regents for Higher Education [OSRHE] or the State Board of Education; and
- (6) Participate in program activities. [70 O.S. § 2605]

(b) The student's parent(s), custodial parent(s), or guardian(s) shall witness the student's agreement and further agree to:

- (1) Assist the student in achieving compliance with the agreements;
- (2) Confer, when requested to do so, with the school contact person, other school personnel, and program mentors;
- (3) Provide information requested by the Oklahoma State Regents for Higher Education or the State Board of Education; and
- (4) Assist the student in completing forms and reports required for program participation, making application to institutions and schools of higher learning, and filing applications for student grants and scholarships. [70 O.S. § 2605]

(c) Students in the program graduating high school prior to 2010 must complete the following 17-unit core curriculum with a minimum 2.5 grade-point-average (GPA) on a 4.0 grading scale, by the time they graduate from high school. For the purpose of calculating the required core curriculum GPA, core courses in English, lab science, mathematics, history and citizenship skills, foreign or non-English language, computer technology, or "additional" subject areas must be transcribed with a letter grade that has a corresponding numerical value. If the school district assigns a course a grade of "pass" without a numerical value, the OSRHE will assign a letter grade of "D" or the lowest passing grade that the high school assigns to courses. If the required one unit, year, or set of competencies in fine arts (music, art, or drama) or speech is fulfilled on a pass/fail or competency basis, the course(s) will be accepted and excluded from the required core curriculum GPA calculation.

- (1) Four units, or years, of English (grammar, composition, literature; should include an integrated writing component);
- (2) Two units, or years, of lab science (biology, chemistry, physics, or any lab science certified by the school district; general science with or without a lab may not be used to meet this requirement);
- (3) Three units, or years, of mathematics (Algebra I, Algebra II, geometry, trigonometry, math analysis, calculus, Advanced Placement Statistics);
- (4) Three units, or years of history and citizenship skills (1 unit of American history and 2 units from the subjects of history, economics, geography, government and/or non-Western culture);
- (5) Two units, or years, of a foreign or non-English language (both units, or years, of the same language), or Two units, or years, of computer technology (courses in programming, hardware, and business computer applications such as word processing, databases, spreadsheets and graphics will qualify; keyboarding and typing classes do not qualify);
- (6) Two additional units, or years, of subjects listed above, or any Advanced Placement (AP) course(s) except AP courses in applied fine arts (art history and music theory will count; studio art courses will not count);
- (7) One unit, year, or set of competencies of fine arts (music, art, or drama) or speech.

(d) Students in the program graduating high school in 2010 and thereafter must complete the following 17-unit core curriculum with a minimum 2.5 grade-point-average (GPA) on a 4.0 grading scale, by the time they graduate from high school. For the purpose of calculating the required core curriculum GPA, core courses in English, lab science, mathematics, history and citizenship skills, foreign or non-English language, computer technology, or "additional" subject areas must be transcribed with a letter grade that has a corresponding numerical value. If the school district assigns a course a grade of "pass" without a numerical value, the OSRHE will assign a letter grade of "D" or the lowest passing grade that the high school assigns to courses. If the required one unit, year, or set of competencies in fine arts (music, art, or drama) or speech is fulfilled on a pass/fail or competency basis, the course(s) will be accepted and excluded from the required core curriculum GPA calculation.



- (1) Four units, or years, of English (grammar, composition, literature; should include an integrated writing component);
  - (2) Three units, or years, of lab science (biology, chemistry, physics, or any lab science certified by the school district; general science with or without a lab may not be used to meet this requirement);
  - (3) Three units, or years, of mathematics (Algebra I, Algebra II, geometry, trigonometry, math analysis, calculus, Advanced Placement Statistics);
  - (4) Three units, or years of history and citizenship skills (1 unit of American history and 2 units from the subjects of history, economics, geography, government and/or non-Western culture):
  - (5) Two units, or years, of a foreign or non-English language (both units, or years, of the same language), or Two units, or years, of computer technology (courses in programming, hardware, and business computer applications such as word processing, databases, spreadsheets and graphics will qualify; keyboarding and typing classes do not qualify);
  - (6) One additional unit, or year, of subjects listed above, or any Advanced Placement course except AP courses in applied fine arts (art history and music theory will count; studio art courses will not count);
  - (7) One unit, year, or set of competencies of fine arts (music, art, or drama) or speech.
- (e) The program curricular requirements for English, science, mathematics, history and citizenship skills are identical with the curricular requirements for college admission set by the OSRHE. Any change by the OSRHE to the curricular requirements for college admission shall also apply to the program curricular requirements.
- (f) Advanced students who complete core courses in earlier grades will not be required to take additional courses for purposes of the requirements of this program.
- (g) Strict parameters regulate the substitution of applied courses (OSRHE Policy Statement on Admission to, Retention in and Transfer Among Colleges and Universities of the State System).
- (h) Exceptions to the required core curriculum will be considered according to the following:
- (1) Students attending schools, or homeschool students participating in other educational programs, which do not offer all the core curriculum courses will be allowed to satisfy the requirements subject to the following provisions:
    - (A) Core curriculum requirements which are also required for regular college admission (OSRHE Policy Statement on Admission to, Retention in and Transfer Among Colleges and Universities of the State System) will be subject to the OSRHE Policy on Remediation and Removal of High School Curricular Deficiencies.
    - (B) Any other core curriculum requirements must be satisfied during the first twenty-four (24) hours of college coursework. Any exceptions to the twenty-four (24) hour limitation must be requested in writing and shall be subject to approval by the Chancellor.
  - (2) Students who have documented proficiency in a non-English language equivalent to at least two (2) units of high school study may be exempted from the requirement of two (2) units of a foreign or non-English language.
  - (3) Any other requests for exceptions to the core curriculum requirement must be submitted in writing to the Chancellor. Upon approval of the exception, the student may be eligible for program benefits; provided, such approval may require the satisfaction of any core curriculum requirements omitted in high school or other educational program.
- (i) Students must attain a minimum 2.5 cumulative GPA on a 4.0 grading scale for all work attempted in grades nine through twelve.
- (j) Homeschool students and students ~~Students~~ graduating from a high school not accredited by the State Board of Education must achieve a composite score of 22 or higher on the ACT test or the equivalent SAT test score. Only ACT and SAT test scores from tests administered on national test dates prior to the student's high school graduation will be considered.

**610:25-23-5. Securing Program benefits**

(a) To qualify for the program benefits for the first semester or other academic unit of postsecondary enrollment, the participant must:

(1) Be a resident of this state both at the time of application to the program and at the time the student graduates from high school, or have been enrolled in a school district located in this state that serves students who reside in both this state and an adjacent state pursuant to a contract as authorized in Section 5-117.1 of Title 70 of the Oklahoma Statutes.

(2) Have graduated within the previous three years from a high school or other educational program if homeschooled~~the Oklahoma School of Science and Mathematics. For the purposes of qualifying for program benefits, home educated students shall not be considered to have graduated from a high school. Students graduating from a secondary program accredited by the North Central Association Commission on Accreditation and School Improvement shall be considered to have graduated from a high school for the purposes of qualifying for program benefits.~~

(3) Have a record of satisfactory compliance with the agreements and program requirements described in 610:25-23-4. Students failing to comply with the agreement and program requirements shall not be eligible for awards. Compliance shall be verified by the local contact person upon a form provided by the OSRHE. Final verification of compliance shall be determined by the OSRHE. A copy of the student's final high school transcript shall be submitted by the local contact person with the student's verification form.

(4) Have satisfied admission standards as established by the Oklahoma State Regents for Higher Education for first-time-entering students for the appropriate type of institution (OSRHE Policy Statement on Admission to, Retention in and Transfer Among Colleges and Universities of the State System) or, if attending a private institution, satisfy the admission standards determined by the private institution; provided, that no student participating in the program shall be admitted into an institution of higher education by special admission standards.

(5) Have secured admission to, and enrolled in, an institution which is a member of The Oklahoma State System of Higher Education, a postsecondary program offered pursuant to a duly approved cooperative agreement between a public technology center and an institution of The Oklahoma State System of Higher Education, or a private institution of higher learning located within this state and accredited pursuant to Section 4103 of Title 70 of the Oklahoma Statutes.

(6) Be a United States citizen or lawfully present in the United States. This provision shall not apply to any student that was enrolled in the program prior to the end of 2006-07 school year.

(b) For students receiving the program benefit award for the first time in 2009-10 and thereafter, at the time the student begins postsecondary education and prior to receiving any program benefit award, the income from taxable and nontaxable sources of the student's parent(s) shall not exceed \$100,000 per year. The determination of financial qualification as set forth in this paragraph shall be based on income of the student, not the income of the parent(s), if the student:

(1) is determined to be independent of the student's parents for federal financial aid purposes,

(2) was in the permanent custody of the Department of Human Services at the time the student enrolled in the program, or

(3) was in the court-ordered custody of a federally-recognized Indian tribe, as defined by the federal Indian Child Welfare Act, at the time the student enrolled in the program.

(c) Award recipients shall apply for financial aid at the institution in which they enroll.

(d) All students eligible to receive the program benefit award for the first time in 2009-10 and thereafter must complete an application for federal financial aid (Free Application for Federal Student Aid or FAFSA) or its equivalent. Students not eligible to complete the FAFSA will be provided an alternate method by the OSRHE.

(e) Any person incarcerated in a state, federal, or private correctional facility shall not be eligible to receive program benefits.

**610:25-23-6. Retaining eligibility in postsecondary education**

(a) To retain eligibility for ~~OHLAP~~ program benefits while pursuing a program of higher learning in an institution of The Oklahoma State System of Higher Education, the student shall maintain good academic standing and satisfactory academic progress according to standards of the Oklahoma State Regents for Higher Education. Students attending an eligible private institution shall maintain good academic standing and satisfactory academic progress according to the standards of the institution in which they are enrolled. [70 O.S. § 2603; OSRHE Policy II-2-46.3]

(b) Effective January 1, 2008, any student receiving the program benefit award that is expelled or suspended for more than one semester from an institution of higher education for conduct reasons shall permanently lose eligibility for program benefits.

(c) For students receiving the program benefit award for the first time in 2009-10 and thereafter, the student must achieve a minimum grade point average of 2.0 on a 4.0 scale or its equivalent for courses taken during the student's sophomore year and achieve a minimum grade point average of 2.5 on a 4.0 scale or its equivalent for courses taken during the student's junior year and thereafter.

**610:25-23-7. Payment of awards; policies and limitations**

(a) Eligible students enrolled at an institution in The Oklahoma State System of Higher Education shall have an award equivalent to their undergraduate resident tuition paid to the institution on the student's behalf by an allocation from the Oklahoma Higher Learning Trust Fund [70 O.S. § 3953.1];

(b) Eligible students enrolled in a duly accredited private Oklahoma institution of higher education [70 O.S. § 4103] shall have awards paid to the institution on the student's behalf by an allocation from the Oklahoma Higher Learning Access Trust Fund in an amount equivalent to the average undergraduate resident tuition if the student were enrolled in a comparable institution of The Oklahoma State System of Higher Education. Comparability of institutions shall be determined by the OSRHE;

(c) Eligible students enrolled in a postsecondary program offered through a cooperative agreement between a public technology center and an institution of The Oklahoma State System of Higher Education shall have an award equivalent to tuition paid, not exceeding the average amount the student would have received for comparable enrollment at a two-year institution within The Oklahoma State System of Higher Education, to the school or institution on the student's behalf by an allocation from the Oklahoma Higher Learning Access Trust Fund;

(d) Funds shall be transferred by the OSRHE from the Oklahoma Higher Learning Access Trust Fund to the institution in which the student is enrolled. No funds shall be paid directly to the student;

(e) Payment will not be allowed for courses taken in excess of those required for a baccalaureate degree;

(f) Students will be eligible for the benefits outlined in this policy for five (5) years from the first date of postsecondary enrollment. The Oklahoma State Regents for Higher Education may award the Oklahoma Higher Learning Access Program benefits for courses of postsecondary units taken more than five (5) years after the student's first semester of postsecondary enrollment

only in hardship circumstances; provided, however, no Oklahoma Higher Learning Access Program participant may receive benefits beyond a cumulative time period of five (5) years [70 O.S. § 2604]. Hardship circumstances may include, but are not limited to, sickness, injury, required military service, or service required by the student's religious or cultural traditions;

(g) There will be no limit to the number of awards other than the amount of funds available or the number of eligible students. If sufficient funds are not available to provide awards for all eligible applicants, the OSRHE shall make awards on the basis of need;

(h) Students who have previously received awards shall have priority over students applying for initial awards;

(i) ~~Award recipients shall apply for financial aid at the institution in which they enroll;~~

(j) The Oklahoma State Regents for Higher Education shall take into consideration other grants and scholarships received by an eligible applicant when making awards [70 O.S. § 2604]. Award recipients may not receive financial aid in excess of his/her cost of attendance as determined by the institution in which the student is enrolled. The cost of attendance determined by the institution shall be consistent with regulations for federal Title IV student financial aid programs. If necessary, an award shall be reduced by an amount which makes the student's total financial aid equivalent to the student's identified cost of attendance.

#### **610:25-23-8. Administrative responsibilities**

The Oklahoma Higher Learning Access Act established administrative roles and responsibilities for the Oklahoma State Regents for Higher Education and the State Board of Education.

(1) On a form provided by the Oklahoma State Regents for Higher Education, every public school district shall designate at least one ~~OHLAP~~ contact person, who shall be a counselor or teacher, at each Oklahoma public school site in which eighth, ninth- or tenth-grade classes are taught. When requested by the State Regents, the State Board of Education shall assist the State Regents to ensure the designation of contact persons. Private schools shall also designate at least one school official as a contact person. For students who are educated by other means, a parent or guardian or other person approved by the State Regents shall be designated as the contact person. [70 O.S. § 2605]

(A) The contact person ~~at the local school district~~ shall be responsible for processing student applications for the ~~OHLAP~~ program according to the rules and regulations established by the OSRHE.

(B) The contact person shall maintain the agreements, which shall be executed on forms provided by the OSRHE.

(C) The local contact person shall:

(i) monitor the student's compliance with the terms of the agreement;

(ii) document transfer out of state, death, and other conditions; and

(iii) report on circumstances of noncompliance to the OSRHE.

(D) Compliance with the program requirements for attending school regularly, refraining from substance abuse, and refraining from criminal or delinquent acts shall be determined according to the local school district's policy.

(E) The local district contact person shall report ~~OHLAP~~ program participants who transfer into or out of the district to the OSRHE and identify the local education agency (LEA) and site from which or to which the student transferred.

(F) Beginning in April of the student's year of graduation, the local contact person shall gather from the ~~OHLAP~~ program participants and his/her records, information which substantiates that the program requirements have been met and the higher education institution in which the student has enrolled or plans to enroll.

- (G) The agreement certification form should be completed, signed, dated, and forwarded to the OSRHE as soon after the student's graduation as possible.
- (2) The local school district where an Oklahoma Higher Learning Access Program student is attending when the student begins participation in the program and any subsequent school district where the student attends shall forward information regarding the student's participation in the program to a school to which the student transfers upon the school's request for the student's records. [70 O.S. § 2605]
- (3) The Oklahoma State Regents for Higher Education shall:
- (A) designate personnel to coordinate tracking of program records for the years when students participating in the program are still in the public schools, provide staff development for contact persons in the public schools, and provide liaison with the State Board of Education and local organizations and individuals participating in the program [70 O.S. § 2605];
  - (B) coordinate and develop policies and procedures to implement the Oklahoma Higher Learning Access Act;
  - (C) coordinate the publication and distribution of OHLAP program awareness information and materials;
    - (i) Each school year, every fifth- through ninth-grade student in the public and private schools of Oklahoma and students educated by other means who are in the equivalent of the fifth through ninth grade shall be apprised, together with his/her parents, custodial parent, or guardian, of the student's opportunity for access to higher learning under the Oklahoma Higher Learning Access Program [70 O.S. § 2605];
    - (ii) The Oklahoma State Regents for Higher Education and the State Board of Education shall develop, promote, and coordinate a public awareness program to be utilized in making students and parents aware of the OHLAP program. [70 O.S. § 2605];
  - (D) coordinate the provision of technical assistance to local school districts and individual participants;
  - (E) administer the Oklahoma Higher Learning Access Trust Fund;
  - (F) process applications submitted directly to the OSRHE;
  - (G) determine final eligibility for the OHLAP program award.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #11-c:**

**Policy.**

**SUBJECT:** Oklahoma Tuition Aid Grant Permanent Rule Amendments.

**RECOMMENDATION:**

**It is recommended that the State Regents adopt the proposed permanent rule amendment for the Oklahoma Tuition Aid Grant Program.**

**BACKGROUND:**

The Oklahoma Tuition Aid Grant (OTAG) program was created in 1971. OTAG provides grant assistance to resident students with the least financial resources. In recent years funding for the OTAG program has accommodated awards for approximately fifty percent of eligible applications received. The statute specifies that: 1) the amount of the tuition aid grant must represent a percentage not greater than 75 percent of the previous year's tuition and enrollment fees normally charged to in-state residents by the institution and 2) the percentage of aid shall be based on a need analysis system that is consistent with federal student financial aid regulations.

**POLICY ISSUES:**

Current policy states:

- The percentage of aid awarded shall be based on the applicant's Expected Family Contribution (EFC) as calculated for federal financial aid eligibility.
- The maximum eligible EFC will be based on a calculation using annual data published by the U.S. Department of Housing and Urban Development (HUD) on the Oklahoma low median family income and median household size.

**ANALYSIS:**

The amendment deletes the language identifying the maximum EFC eligibility limit for OTAG awards as calculated using HUD data. The amendment does not change how the program currently operates. The deletion of this language allows the State Regents to use simpler, more understandable criteria for establishing the potential pool of eligible OTAG applicants. For example, using federal Pell Grant eligibility to define potential OTAG recipients is more understandable to students, parents, legislators, and the general public.

Congress sets the maximum federal Pell grant award size, which determines the maximum eligible EFC for Pell Grant eligibility. The maximum EFC for Pell Grant eligibility in 2007-2008 is \$4,110. This compares with a maximum EFC for OTAG eligibility of \$6,100 when based on the current calculation using HUD median family income data. To be more consistent with

federal financial aid eligibility, the amendment would allow the maximum eligible EFC for OTAG to be the same as the maximum eligible EFC for the federal Pell Grant.

The amendment would not affect the students currently being served by the OTAG program, since funding for the program accommodates awards only for those students with the lowest EFCs (1500 or lower in Fall 2007).

The proposed amendment was posted at the November State Regents' meeting. There are no changes from the posted version.



**TITLE 610. STATE REGENTS FOR HIGHER EDUCATION  
CHAPTER 25. STUDENT FINANCIAL AID AND SCHOLARSHIPS  
SUBCHAPTER 7. OKLAHOMA TUITION AID GRANT PROGRAM**

**610:25-7-1. Program purpose** [no changes]

**610:25-7-2. Legislative authority** [no changes]

**610:25-7-3. Administration of grants and payments** [no changes]

**610:25-7-4. Maximum limitations** [no changes]

**610:25-7-5. Non-discrimination provision** [no changes]

**610:25-7-6. Eligibility; amount of grant; application procedures and deadlines; disbursement of funds**

(a) *A college tuition aid grant shall be awarded annually to each eligible, qualified full-time or part-time undergraduate or graduate student enrolled in a curriculum leading to a degree or certificate in an institution of collegiate grade or postsecondary institution providing a program of training to prepare students for employment in a recognized occupation in Oklahoma approved or accredited by the Oklahoma State Regents for Higher Education or appropriate postsecondary agency in accordance with the following [70 O.S., § 626.7]:*

(1) **Eligibility.**

(A) Each full-time or part-time resident student's financial eligibility will be based on their Expected Family Contribution (EFC) calculated for federal Title IV student financial aid eligibility. A resident student is one who meets the current Policy on Residence Status of Enrolled Students in the Oklahoma State System of Higher Education. Full-time and part-time status will be defined in accordance with the current definition for full-time or half-time enrollment status for federal Title IV student financial aid eligibility.

(B) *The Oklahoma State Regents for Higher Education shall determine by rules and regulations the maximum number of semesters a student may be eligible for grants. [70 O.S., § 626.7]* An otherwise eligible undergraduate student can continue to receive awards as long as they are eligible for funding from the federal Pell grant program. Graduate students can receive a maximum of eight full-time disbursements.

(C) *No student shall be eligible for grants unless he maintains such minimum standards of academic performance as are required by the institution in which the student is enrolled. [70 O.S., § 626.7]* The minimum standards of academic performance shall be those required by the institution for federal Title IV financial aid recipients.

(D) Students who are incarcerated are not eligible to receive tuition aid grants. Incarceration will be defined in accordance with the current definition for federal Pell grant eligibility.

(E) Students must be enrolled in a postsecondary institution eligible to participate in the federal Title IV student financial aid programs.

(F) Students must meet all general eligibility requirements for recipients of federal Title IV student financial aid. The school of attendance will report each student's completed application status through a reporting system provided by the Oklahoma State Regents for Higher Education.

(G) *In the event a student for any reason ceases to continue to be enrolled during the course of an academic year, the student shall cease to be eligible for tuition aid.* [70 O.S., § 626.7]

(2) **Amount of grant.**

(A) *The amount of tuition aid grant to any student under this act [70 O.S., § 626.1 et seq.] for any semester shall represent a percentage not greater than seventy-five percent (75%) of the previous year's tuition and enrollment fees normally charged to residents of the State of Oklahoma by the institution of attendance.* [70 O.S., § 626.7] The tuition and enrollment fees used in calculating the award will be based on standards as follows: full-time undergraduate - 30 credit hours per academic year; part-time undergraduate and graduate - 12 credit hours per academic year; full-time graduate - 18 credit hours per academic year; full-time career technology - at least 900 clock hours; and part-time career technology - at least 450 clock hours. If the Oklahoma State Regents for Higher Education determine that funds are available to offer awards for summer enrollments, institutions will be notified. At the time of the notification, summer award amounts will be announced.

(B) *The percentage of aid awarded shall be based on a need analysis system that is consistent with federal student financial aid regulations.* [70 O.S., § 626.7] The percentage of aid awarded shall be based on the student's Expected Family Contribution (EFC) calculated for federal Title IV student financial aid eligibility. The Oklahoma State Regents for Higher Education will issue an annual award payment schedule identifying the maximum eligible EFC and identifying the percentage of aid to be awarded according to EFC ranges. ~~The maximum EFC will be based on a calculation using the Oklahoma low median family income and median household size published annually by the U. S. Department of Housing and Urban Development.~~

(C) *The Oklahoma State Regents for Higher Education shall determine by rules the annual maximum award based on an annual assessment of funds availability. The State Regents shall not increase the annual maximum award amount unless funding is sufficient to serve at least the same number of students as the previous academic year.* [70 O.S., § 626.7]

(D) The minimum amount of grant to be awarded is \$200 per academic year or \$100 per semester.

(E) The award must be included in the student's financial aid package managed by the institution. If the inclusion of the tuition aid grant award results in the student receiving more financial assistance than is needed to meet their cost of education as determined by the institution, the institution will resolve the overaward in accordance with federal Title IV student financial aid regulations. The institution may reduce or revoke the award if necessary to resolve the overaward.

(3) **Application procedures and deadlines.** *The Oklahoma State Regents for Higher Education may adopt rules and regulations, prescribe and provide appropriate forms for application and employ such persons, contract for such services and make such*

*additional expenditures as may be necessary or appropriate for effectuating the provisions of this act. [70 O.S., § 626.7]*

(A) Students will apply for tuition aid grant award consideration by completing the federal student financial aid application. A separate application may be provided for students eligible for state financial aid under 70 O.S., § 3242. The Oklahoma State Regents for Higher Education will receive application data from the federal Title IV student financial aid application system for those students who indicate their legal state of residence is Oklahoma. Applications with at least one eligible Oklahoma institution selected by the student will be processed for tuition aid grant award consideration.

(B) The application receipt deadline will be reflected in the application document provided annually by the federal Title IV student financial aid application system.

(4) **Disbursement of funds.**

(A) Funds will be disbursed to students after the institution confirms enrollment status and eligibility in each the fall and spring semesters. One half of the award will be disbursed in the fall semester, and one half of the award will be disbursed in the spring semester.

(B) Funds for eligible students will be delivered to the institution for disbursement to students in accordance with the institution's student financial aid disbursement policies.

(b) The Oklahoma State Regents for Higher Education are hereby authorized to determine priorities for participation in this tuition aid program by full-time, part-time, undergraduate and graduate students based on available state funding. [70 O.S., § 626.8]

[**Source:** Amended at 17 Ok Reg 3060, eff 7-13-00; Amended at 20 Ok Reg 2676, eff 7-25-03; Amended at 23 Ok Reg 1969, eff 6-11-06; Amended at 24 Ok Reg 2717, eff 7-26-07]



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #12-a:**

**E&G Allocations.**

**SUBJECT:** Approval of allocation of Brain Gain grant funds to the University of Central Oklahoma for the State System Higher Education Conference on Enrollment Management.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the allocation of \$3,555.00 to the University of Central Oklahoma for the 2008 State System Higher Education Conference on Enrollment Management.**

**BACKGROUND:**

In January 2005, the State Regents facilitated a system-wide assessment of the state-based financial aid and scholarship programs conducted by Noel-Levitz, a national consulting firm, to analyze the effectiveness of the State's programs in increasing the number of college graduates produced in the State. This assessment culminated in a workshop for institutional personnel to provide information on best practices in the fields of enrollment management and financial aid. The first system-wide conference was held in February 2006.

At their May 2007 meeting, the State Regent allocated \$3.75 million to Brain Gain both for performance funding and grant incentive awards. This allocation also supports an annual conference designed to provide continued professional development for improving opportunities in marketing, recruitment, retention and strategic uses of financial aid.

**POLICY ISSUES:**

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

**ANALYSIS:**

The third annual State System Higher Education Conference on Enrollment Management was held at the University of Central Oklahoma on February 28, 2008 with approximately 200 in attendance. Each institution in the State System was invited to bring teams of eight persons to benefit from presentations by national experts and discussions with other institutions on best practices. This allocation is to fund expenses associated with the conference.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #12-b:**

**SUBJECT:** Approval of allocation of funds for personal service contract

**RECOMMENDATION:**

**Approval of an allocation for a personal service contract up to \$100,000 for consulting services on the Oklahoma Creativity Project.**

**BACKGROUND:**

In October 2005, the Oklahoma Creativity Project was established to commemorate the State Oklahoma Centennial with a mission to establish Oklahoma as a world-renowned center of creativity and innovation in commerce, culture and education. The founding project partners include Oklahoma Education Television Authority, the Kirkpatrick Foundation, Oklahoma A+ Schools, the DaVinci Institute. The project goals include the following: (1) to empower all Oklahomans to develop their capacities for creativity and innovation; (2) to facilitate growth of an entrepreneurial economy that will stimulate new careers, companies and industries; and (3) to facilitate the further development of world-class cultural and educational opportunities.

The project will include programs such as FIRST regional high-school robotics tournament, international symposium on the "State of the Global Creativity" to be hosted by Oklahoma universities, conferences on private philanthropy to stimulate creative in education, culture and commerce, and the development of an interactive web-site, "OkiePedia". The state system of higher education has been asked to support these efforts.

In September 2006, the Oklahoma State Regents provided \$20,000 to become a founding member of the Oklahoma Creativity Project and, in March 2007, approved the first personal services contract for consulting services.

**POLICY ISSUES:**

The State Regents' are asked to approve the contract as an exception to the current purchasing policy.

**ANALYSIS:**

Major accomplishments and activities in the previous contract period include:

- Served as principal consultant in development of the application to the International Network of Districts of Creativity, providing a letter of endorsement, which contributed to the acceptance of the application of Oklahoma as a member of the DC Network.

- Represented Oklahoma as a keynote speaker to the Americans for the Arts national conference in Las Vegas, June, 2007, and at the Arts Education Partnership Regional Forum, Oklahoma City, June, 2007.
- Meetings with Oklahoma college and university presidents in September, 2007.
- Featured speaker at leadership forum for college students, September, 2007.
- Presentation to the OSRHE Committee of the Whole, November, 2007.
- Facilitator and keynote speaker at the Creativity and Innovation in Education Forum, February 8, 2008, University of Central Oklahoma.
- Participant and featured presenter at the Creativity Launch Event, February 8, 2008, Science Museum of Oklahoma.

The State Regents' will continue to support the Project by providing funding for the services of a consultant to facilitate the coordination of events throughout the state in the calendar year 2008 and beyond. The consultant will work closely with our institutions in support of all events and projects planned and under development for the coming year such as those listed below.

- Conferences, forums, and symposia on various topics related to innovation, entrepreneurship, and creativity in education, hosted on campuses throughout the state system.
- Specific projects identified by the Education Committee of Creative Oklahoma, Inc., in the areas of early childhood education, teacher preparation, entrepreneurship, arts integration, and interdisciplinary approaches to teaching, for example.
- Educational projects with national and international partners, such as those under development with the International Network of Districts of Creativity, the Arts Education Partnership, Music For All, Inc., and the New Commission on the Skills of the American Workforce.



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #13-a:**

**Tuition and Fees.**

**SUBJECT:** Posting of legislative tuition and mandatory fee limits for resident and nonresident undergraduate, graduate, and professional programs for Fiscal Year 2009 and posting of institutional requests for changes to academic services fees for Fiscal Year 2009.

**RECOMMENDATION:**

**It is recommended that the State Regents approve the posting of 1) legislative tuition and mandatory fee limits for resident and nonresident undergraduate, graduate, and professional programs for Fiscal Year 2009; and 2) institutional requests for changes to academic services fees for Fiscal Year 2009, as reported on the attached schedules.**

**BACKGROUND:**

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

Article XIII-A of the Constitution of the State of Oklahoma establishes the Oklahoma State Regents for Higher Education as the coordinating board of control for all public institutions in The Oklahoma State System of Higher Education. Among others, specific powers enumerated include the power to prescribe and coordinate student fees and tuition within limits prescribed by the Legislature. The State Regents are authorized to 1) establish resident tuition and mandatory fees at levels less than the average rate charged at public institutions in the Big Twelve Conference for research universities and less than the average rate charged at peer institutions for regional universities and community colleges, 2) establish academic services fees, not to exceed the cost of the actual services provided, and 3) make a reasonable effort to increase need-based financial aid available to students proportionate to any increase in tuition, as well as annually report on tuition and fees.

**1) Legislative Tuition and Mandatory Fee Limits**

The attached schedule lists “Not to Exceed” amounts for tuition and mandatory fees that are recommended for posting at this time for Fiscal Year 2009, as provided by law, for resident and nonresident tuition and mandatory fees for undergraduate, graduate, and professional programs, as well as for the new guaranteed tuition rate for undergraduate resident students. Institutions and governing boards will submit their requested increases for tuition and mandatory fees for Fiscal Year 2009 in June, after the higher education appropriation is known. It is expected that most institutions will request new rates that are well under the maximum rates.

**2) Academic Services Fees**

The attached schedule lists institutional requests for changes to academic services fees for Fiscal Year 2009. Institutions assess special fees for instruction and academic services as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. These fees are required for all students receiving certain courses of instruction or academic services as designated by the institution. The requested changes to academic services fees for Fiscal Year 2009 are recommended for posting at this time. Institutions have provided justifications for requested increases in these fees, the total revenue to be collected from the fees, and the use of increased revenues.

A public hearing will be held on Thursday, April 17, 2008 at the State Regents' office for the purpose of receiving views and comments on the requested changes to academic services fees and the legislative limits for resident and nonresident tuition and mandatory fees. Institutional requests are posted here for discussion purposes. The State Regents will act on proposals at their regular meeting scheduled to be held on June 26, 2008. State Regents' staff will subsequently review institutions' published tuition and fee schedules for compliance with State Regents' action.

#### **POLICY ISSUES:**

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

#### **ANALYSIS:**

##### **1) Legislative Tuition and Mandatory Fee Limits**

70 O. S. 2004 Supp., Section 3218.8, specifies the legislative limits for resident and nonresident tuition and mandatory fees by tier, i.e., research universities, regional universities, community colleges and for professional programs. Regents' staff compiled a listing of tuition and mandatory fees charged at public institutions in the Big Twelve Conference, like-type public institutions in surrounding and other states, public community colleges receiving no local tax funding in surrounding and other states, and for professional programs, as shown in the *FY09 Legislative Peer Limits for Tuition and Mandatory Fees* schedules attached. Peer institutions in each tier also increased their tuition and mandatory fees in FY08, resulting in Oklahoma's rates, relative to those of peer averages, remaining fairly constant. Research universities' current rates are 80.9 percent of the Big 12 Conference average, a decrease of 0.7 percentage points; regional universities increased 1.3 percentage points to 79.9 percent of the peer average; and community colleges increased 0.6 percentage points to 67.6 percent of their peer average for resident undergraduate tuition and mandatory fees. The State Regents annually monitor and publish the tuition and mandatory fees at peer institutions, at each institution in Oklahoma, and the maximum possible increase for the next academic year. This information is available upon request.

##### **2) Academic Services Fees**

Of the twenty-five public institutions and one higher education center in The State System, eighteen requested changes in academic services fees for Fiscal Year 2009 and eight had no requests for changes in these fees. Eight institutions have requested 279 changes in Special Instruction Fees; five institutions have requested 456 changes in Facility/Equipment Utilization Fees; six institutions have requested 24 changes in Testing/Clinical Services Fees; twelve institutions have requested changes in 410 Classroom/Laboratory Supply and Material Fees; and

fourteen institutions have requested 125 changes in various Other Special Fees. A total of 1294 changes have been requested to academic services fees for Fiscal Year 2009, an increase of 271 requests (26.5%) when compared to FY08 requests. Institutions estimate approximately \$8.1 million in new revenue will result from these changes to fees. The complete listing of requests for posting is attached.

This information is being posted for State Regents' review and public comment.

Oklahoma State Regents for Higher Education				
<i>FY09 Legislative Peer Limits for Tuition and Mandatory Fees</i>				
<b>Undergraduate (30 Credit Hours)</b>	<b>FY09 Peer Limit for <u>Resident</u> Tuition and Mandatory Fees</b>	<b>FY09 Per Credit Hour Rate</b>	<b>FY09 Peer Limit for <u>Nonresident</u> Tuition and Mandatory Fees</b>	<b>FY09 Per Credit Hour Rate</b>
<b>Research Universities</b> <i>(Includes OSU-OKC; OSU-Okmulgee; OSU, Tulsa; OU Health Sciences Center; and OU, Tulsa)</i>	\$6,858.00	\$228.60	\$19,146.00	\$638.20
<b>Regional Universities</b> <i>(Includes Ardmore Higher Education Center)</i>	\$4,718.00	\$157.27	\$11,178.00	\$372.60
<b>Community Colleges</b>	\$3,582.00	\$119.40	\$7,457.00	\$248.57
<b>Graduate (24 Credit Hours)</b>	<b>FY09 Peer Limit for <u>Resident</u> Tuition and Mandatory Fees</b>	<b>FY09 Per Credit Hour Rate</b>	<b>FY09 Peer Limit for <u>Nonresident</u> Tuition and Mandatory Fees</b>	<b>FY09 Per Credit Hour Rate</b>
<b>Research Universities</b> <i>(Includes OSU, Tulsa; OU Health Sciences Center; and OU, Tulsa)</i>	\$7,100.00	\$295.83	\$16,347.00	\$681.13
<b>Regional Universities</b> <i>(Includes Ardmore Higher Education Center)</i>	\$4,728.00	\$197.00	\$10,284.00	\$428.50
70 O.S. 2004 Supp., Section 3218.8, provides that the limits for undergraduate resident tuition and mandatory fees shall be less than the average of resident tuition and mandatory fees at peer institutions for each tier.				
Undergraduate nonresident tuition and mandatory fees shall be less than 105 percent (105%) of the average of nonresident tuition and mandatory fees at peer institutions for each tier.				
70 O. S. 2004 Supp., Section 3218.9, provides that the limits for graduate resident and graduate nonresident tuition and mandatory fees shall be less than the average resident and nonresident tuition and mandatory fees at peer institutions for each tier.				
<b><u>TIER</u></b>	<b><u>PEER INSTITUTIONS</u></b>			
<b>Research Universities</b>	<b>Big 12 Public Institutions</b>			
<b>Regional Universities</b>	<b>Like-type public institutions in surrounding and other states</b>			
<b>Community Colleges</b>	<b>Public two-year colleges that receive no local tax funding in surrounding and other states</b>			
<b><i>At their meeting in June 2008, State Regents will consider FY09 undergraduate and graduate tuition and mandatory fee requests from institutions which are within the legislative limits posted above.</i></b>				

<b>Oklahoma State Regents for Higher Education</b>		
<b><i>FY09 Legislative Peer Limits for Tuition and Mandatory Fees</i></b>		
<b>Professional Programs</b>	<b>FY09 Peer Limit for Resident Tuition and Mandatory Fees</b>	<b>FY09 Peer Limit for Nonresident Tuition and Mandatory Fees</b>
<b><i>University of Oklahoma</i></b>		
<b>College of Law</b>	<b>\$16,621.00</b>	<b>\$28,255.00</b>
<b><i>OU Health Sciences Center</i></b>		
<b>Doctor of Medicine</b>	<b>\$20,854.00</b>	<b>\$44,784.00</b>
<b>Doctor of Dental Science</b>	<b>\$19,849.00</b>	<b>\$41,274.00</b>
<b>Physician's Associate</b>	<b>\$11,872.00</b>	<b>\$21,991.00</b>
<b>PharmD</b>	<b>\$15,580.00</b>	<b>\$28,816.00</b>
<b>Occupational Therapy</b>	<b>\$7,596.00</b>	<b>\$15,759.00</b>
<b>Physical Therapy -- Masters*</b>	<b>\$8,072.00</b>	<b>\$18,001.00</b>
<b>Physical Therapy -- Doctoral*</b>	<b>\$9,849.00</b>	<b>\$21,383.00</b>
<b>Doctor of Audiology</b>	<b>\$9,388.00</b>	<b>\$19,866.00</b>
<b>Public Health</b>	<b>\$8,063.00</b>	<b>\$18,375.00</b>
<b>Nursing -- Doctoral</b>	<b>\$6,012.00</b>	<b>\$14,615.00</b>
<b><i>Oklahoma State University</i></b>		
<b>Center for Health Sciences</b>	<b>\$21,721.00</b>	<b>\$44,603.00</b>
<b>College of Veterinary Medicine</b>	<b>\$16,901.00</b>	<b>\$35,448.00</b>
<b><i>Northeastern State University</i></b>		
<b>College of Optometry</b>	<b>\$16,929.00</b>	<b>\$29,710.00</b>
<b><i>Southwestern Oklahoma State University</i></b>		
<b>PharmD</b>	<b>\$12,589.00</b>	<b>\$26,290.00</b>
<b><i>Langston University</i></b>		
<b>Physical Therapy -- Doctoral</b>	<b>\$9,849.00</b>	<b>\$21,383.00</b>
<b>70 O.S. 2004 Supp., Section 3218.9, provides that the limits for professional program resident and nonresident tuition and mandatory fees shall be less than the average of resident and nonresident tuition and mandatory fees for like-type professional programs at public institutions.</b>		
<b><i>At their meeting in June 2008, State Regents will consider FY09 professional program tuition and mandatory fee requests from institutions which are within the legislative limits posted above.</i></b>		
<p><i>*The OUHSC Physical Therapy professional program is moving to a doctoral degree program. Beginning in FY09, incoming students will begin in the doctoral level program while current students will be allowed to complete the masters level program, which will then be phased out.</i></p>		



Meeting of the  
**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**  
March 13, 2008

**AGENDA ITEM #13-b:**

**Tuition and Fees.**

**SUBJECT:** Posting of Changes to Tuition and Fee Policy.

**RECOMMENDATION:**

**It is recommended that the State Regents post changes to the Tuition and Fee Policy which incorporate the guaranteed tuition rate program and clarify the reimbursement of the resident tuition portion of waivers for concurrently enrolled high school seniors.**

**BACKGROUND:**

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

Article XIII-A of the Constitution of the State of Oklahoma establishes the Oklahoma State Regents for Higher Education as the coordinating board of control for all public institutions in The Oklahoma State System of Higher Education. Among others, specific powers enumerated include the power to prescribe and coordinate student fees and tuition within limits prescribed by the Legislature. The State Regents are authorized by statute to 1) establish resident tuition and mandatory fees at levels less than the average rate charged at public institutions in the Big Twelve Conference for comprehensive universities and less than the average rate charged at peer institutions for regional and two-year institutions, 2) establish academic services fees, not to exceed the cost of the actual services provided, and 3) make a reasonable effort to increase need-based financial aid available to students proportionate to any increase in tuition, as well as annually report on tuition and fees.

**POLICY ISSUES:**

This item is consistent with the State Regents' policy and procedures relating to tuition and student fees.

**ANALYSIS:**

House Bill 2103 of the 2007 legislative session authorized the State Regents to establish a guaranteed tuition rate program for first-time, full-time, resident students beginning with the 2008-2009 academic year. Students will have the option to participate in the guaranteed tuition rate program or the nonguaranteed tuition rate at the time of first enrollment. The State Regents' Tuition and Fee Policy has been updated to reflect the provisions of HB 2103.

Title 70, O. S. 2005 Supp., § 3218.12 and State Regents' policy (Section 4.18.5) authorize institutions in the State System to waive tuition, although it may not be assessed nor waived

without specific authorization of the State Regents. Specific criteria are detailed and the waivers are subject to a 3.5 percent cap and annual reporting requirements. In addition, several specific tuition waiver scholarships are authorized which do not fall within the 3.5 percent cap, such as for senior citizens auditing classes, for prisoners of war and/or their dependents, and for dependents of peace officers and firefighters killed in the line of duty, etc. Annual reporting requirements are also required for these tuition waivers falling outside the 3.5 percent cap. The tuition waiver for concurrently enrolled high school seniors falls within the latter category. Clarification was requested to specify that only the resident tuition portion of these scholarships is authorized for reimbursement to institutions.

Attached is the policy reflecting appropriate changes for the guaranteed tuition rate program and for the waiver of tuition for concurrently enrolled high school seniors. These changes are being posted for State Regents' review and public comment.



## TUITION AND FEES POLICY

### 4.18 STUDENT TUITION AND FEES

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

- A. Article XIII-A of the Constitution of the State of Oklahoma provides for the establishment of The Oklahoma State System of Higher Education (herein after referred to as The State System) and for the Oklahoma State Regents for Higher Education (herein after referred to as the State Regents) as a “coordinating board of control” for all institutions in The State System. Among those specific powers enumerated in the Constitution which are vested in the State Regents is the power to recommend to the Legislature proposed fees for all institutions in The State System within limits prescribed by the Legislature.
- B. Title 70, O. S. 2005 Supp., § 3218.2, further recognizes the authority of the State Regents to prescribe and coordinate student fees and tuition at institutions in The State System. By January 1 of each year, the State Regents shall submit a report to the Governor, the President Pro Tempore of the Senate, the Speaker of the House of Representatives, and the minority floor leaders and education committee chairs of both houses of the Oklahoma Legislature, of action taken in regard to and the schedule of tuition and fees approved for the current academic year. The annual report shall include data on the impact of any tuition and fee increases on the ability of students to meet the costs of attendance, enrollment patterns, availability of financial aid, and any other data considered relevant by the State Regents.
- C. Title 70, O. S. 2005 Supp., § 3218.8, authorizes the State Regents to establish nonguaranteed undergraduate resident and nonresident tuition and mandatory fees and guaranteed undergraduate resident tuition and mandatory fees, which students shall pay as a condition of enrollment, except as otherwise provided by law. At the research universities the combined average of the resident tuition and mandatory fees established for any school year for either the guaranteed or nonguaranteed rate, as determined by the State Regents, shall remain less than the combined average of the resident tuition and mandatory fees at state-supported institutions of higher education that are members of the Big Twelve Conference. The combined average of undergraduate nonresident tuition and mandatory fees, as determined by the State Regents, shall remain less than one hundred and five (105) percent of the combined average of the nonresident undergraduate tuition and mandatory fees at the state-supported institutions of higher education that are members of the Big Twelve Conference. At the regional universities and community colleges, the combined average of the resident undergraduate tuition and mandatory fees established for any school year for either the guaranteed or nonguaranteed rate, as determined by the State Regents, shall remain less than the combined average of the resident undergraduate tuition and mandatory fees at like-type state-supported institutions of higher education in states determined by the State Regents that include, but are not limited to, those adjacent to Oklahoma. The combined average of the nonresident undergraduate tuition and mandatory fees, as determined by

the State Regents, shall remain less than one hundred and five (105) percent of the combined average of the nonresident undergraduate tuition and mandatory fees at like-type state-supported institutions of higher education in states determined by the State Regents that include, but are not limited to, those adjacent to Oklahoma. In its deliberation on the establishment of resident tuition rates for undergraduate and graduate education, the State Regents shall balance the affordability of public higher education with the provision of available, diverse, and high-quality learning opportunities, giving consideration to the level of state appropriations, the state economy, the per capita income and cost of living, the college-going and college-retention rates, and the availability of financial aid in Oklahoma. For any increase in the tuition rates, the State Regents shall demonstrate a reasonable effort to effect a proportionate increase in the availability of need-based student financial aid which shall include, but shall not be limited to, awards for the Oklahoma Higher Learning Access Program, Oklahoma Tuition Aid Grants, federal need-based financial aid and tuition waivers, and private donations. In addition, when determining the guaranteed tuition rates, the Regents shall consider the anticipated revenue needs during the four-year or two-year period of the guarantee.

D. Title 70 O. S. 2007, Supp., §3218.8D authorizes institutions within The State System of Higher Education to offer to resident students enrolling for the first time as a full-time undergraduate a tuition rate that will be guaranteed for a period of not less than four (4) consecutive academic years at the comprehensive and regional institutions, or the normal time-to-completion period of the program as determined by the institution if greater than four (4) years, and for not less than two (2) consecutive years at the two-year institutions. Students shall have the option to participate or not participate in the guaranteed tuition rate program and shall indicate their election at the time of enrollment. Prior to their enrollment, each institution shall provide students with the annual tuition rate charged and the percentage increase for the previous four (4) academic years and the annual tuition and percentage increase that the nonguaranteed tuition rate would have to increase to equal or exceed the guaranteed tuition rate for the succeeding four (4) academic years. The guaranteed rate of undergraduate resident tuition charged to the student shall not exceed the amount charged at the time of first enrollment, nor shall it exceed the lesser of 1) one hundred and fifteen percent (115%) of the nonguaranteed tuition rate charged students at the same institution or 2) the legislative peer limit set forth in paragraph C above.

ED. Title 70, O. S. 2005 Supp., § 3218.9, authorizes the State Regents to establish resident and nonresident tuition and mandatory fees for graduate and professional courses and programs which shall remain less than the combined average of tuition and mandatory fees for like-type graduate and professional courses and programs of comparable quality and standing at state-supported institutions of higher education as determined by the State Regents. Professional courses and programs include, but are not limited to, law, medicine, veterinary medicine, optometry, pharmacy, and dentistry.

- FE. Title 70, O. S. 2005 Supp., § 3218.10, authorizes governing boards of institutions within The State System to establish academic services fees at their respective institutions, with the approval of the State Regents, which may be required in addition to resident and nonresident tuition and mandatory fees. Such fees shall not exceed the actual costs of the academic services provided by the institution and may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials. It is the intent of the Legislature that the State Regents maintain information on established mandatory fees authorized in Title 70, O. S. 2005 Supp., § 3218.8 and 3218.9 and on the academic services fees authorized in this section. The information shall include, but shall not be limited to, the basis for the amount of the fee, the amount of total revenue to be collected from the fee, and the use of the revenue collected.
- GF. Title 70, O. S. 2005 Supp., § 3218.12, authorizes the State Regents to contract for, charge, collect, receive, and use any and all fees, tuition, charges, grants, and allowances available through the United States Veterans Administration, or any other federal agency for the education and training of veterans, establish a system of student tuition and fee waiver scholarships for use at each institution of The State System, establish an educational assistance program utilizing state institutional matching funds when federal student loan programs require it, and establish a program for payment of tuition and fees by consumer credit card.
- HG. Title 70, O. S. 2005 Supp., § 3218.14, authorizes the State Regents to review and consider requests submitted by institutions, constituent agencies, and/or their governing boards for tuition and fees, within the limits established by law, to be charged as a condition of enrollment at each institution or constituent agency. If appropriate, the State Regents may approve the recommendations.
- IH. Title 70, O. S. 2005 Supp., § 3218.15, requires the State Regents to maintain for public inspection all reports submitted by institutions to the United States Department of Education regarding tuition and fees of institutions that receive federal funds. In addition, this section requires each institution in The State System that receives federal funds to submit the Integrated Postsecondary Education Data System Report annually to the Department of Education reflecting the average annual tuition and fees charged to its students.
- JF. Title 70, O. S. § 4004(a)(6) (2001), authorizes the State Regents to set fees for use of buildings and facilities financed by institutional governing boards through revenue bonds, within limits established by law, on behalf of any higher education institution in The State System. The fees will be used for the repayment of principal and interest toward the retirement of the revenue bonds as authorized by appropriate provisions in the resolution(s) authorizing the bonds.

#### 4.18.2 Definitions

- A. The following words or terms, when used in this subchapter, shall have the following meaning, unless the concept clearly indicates otherwise.
  1. Fees. Those fees assessed students in addition to resident and nonresident tuition as a condition of enrollment.

- a. Academic Services Fees. Fees assessed certain students as a condition of enrollment and as a condition of academic recognition for completion of prescribed courses. Such fees are assessed students receiving certain courses of instruction or certain academic services as designated by the institution and shall not exceed the actual costs of the course of instruction or the academic services provided by the institution. These services may include, but shall not be limited to, special instruction, testing, and provision of laboratory supplies and materials.
  - b. Contract Credit Course Fee. A separate special fee, up to full cost, assessed for delivery of credit courses and programs with business, industry, and governmental entities.
  - c. Mandatory Fees. Fees required of all students for enrollment to receive instruction at an institution of The State System. Such fees shall be used to support the mission of the institution and shall support service facilities, such as student unions, health care infirmaries, recreational facilities, for any lawful purpose to enhance quality of student life including, but not limited to, facility debt service, student scholarships, student awards, travel, entertainment, guest speakers, and student organizations, or for any academic purpose or service as designated by the institution including, but not limited to, assessment fees and library resources fees. The State Regents shall maintain information on established mandatory fees, which shall include, but shall not be limited to, the basis for the amount of the fee, the amount of total revenue to be collected from the fee, and the use of the revenue collected.
2. Tuition. Payment required of an individual for enrollment to receive instruction at an institution of The State System. Tuition is payment in addition to fees that may be required, as defined above in Section A.
    - a. Nonresident Tuition. Payment required of an individual who is neither a resident of the state of Oklahoma nor qualified for resident tuition under the provisions of Title.70, O.S. 2005 Supp., § 3242, for enrollment to receive instruction at an institution of The State System. Nonresident tuition is payment in addition to fees as defined above in Section A.
    - b. Resident Tuition. Payment required of an individual who is either a resident of the state of Oklahoma or qualified for resident tuition under the provisions of Title 70, O. S. 2005 Supp., § 3242, for enrollment to receive instruction at an institution of The State System. Resident tuition is payment in addition to fees as defined above in Section A. The definition of a resident student

can be found in State Regents' Policy on Academic Affairs.

4.18.3 Approval of Tuition and Fees

- A. The State Regents will annually, at a minimum, monitor and publish limits on tuition and mandatory fees at peer institutions. The information, published in a timely fashion, will show the level of tuition and mandatory fees at each institution in Oklahoma and the maximum possible increase for the next academic year.
- B. Institutions will submit requests for authorization to change tuition and fees to the State Regents. Requests for changes in tuition and fees require institutional governing board approval and will normally be considered by the State Regents one time each year. Requests for a change in academic services fees must be received in the State Regents' office by February 1 preceding the beginning of the fiscal year, July 1, in which the change is to be effective. Each institutional request for tuition and mandatory fees should be accompanied by documentation on the following items:
  - 1. communication of tuition and fee requests to student government organizations, other student groups, and students at large
  - 2. efforts to increase need-based financial aid proportionately to tuition
  - 3. statement of the expected effect of tuition and fee increases on enrollment
  - 4. dedication to cost-effectiveness in operations
- C. Tuition and mandatory fees for students enrolled in courses and programs at the Ardmore Higher Education Program in Ardmore shall be less than the average tuition and mandatory fees at peer institutions for the regional universities, as determined by the State Regents. Tuition and mandatory fees shall be approved by the State Regents with the advice of the participant institutions and the board of trustees of the higher education program. The State Regents shall determine the proportionate distribution of revenue from the tuition and mandatory fees between the participant institutions or other institutions offering courses and the higher education program. Participant institutions and the trustees of the higher education program may request academic services fees to be charged to students enrolled at the higher education program.
- D. The State Regents will assist in preparation and dissemination of guidelines for students and student groups to inform themselves about the process and issues and to provide input both at the campus level and to the State Regents.
- E. The State Regents will hold a public hearing on proposed changes in tuition and fees at least twenty (20) days prior to the effective date of the increase.
- F. The State Regents will give public notice of any increase in tuition and fees at least thirty (30) days prior to the effective date of the increase.
- G. By January 1 of each year, the State Regents will submit a report to the Governor, the President Pro Tempore of the Senate, the Speaker of the House of Representatives, and the minority floor leaders and education committee chairs of both houses of the Oklahoma Legislature of the actions taken in regard to and the schedule of tuition and fees approved for the current academic year for The State System, with due regard for





































































































































































































































