



OKLAHOMA STATE REGENTS
FOR HIGHER EDUCATION

Improving our future by degrees

Agenda

April 17, 2008

NOTE

This document contains recommendations and reports to the State Regents regarding items on the April 17, 2008 regular meeting agenda. For additional information, please call 405-225-9116 or to get this document electronically go to www.okhighered.org State System.

Materials and recommendations contained in this agenda are tentative and unofficial prior to State Regents' approval or acceptance on April 17, 2008.

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
Research Park, Oklahoma City

A G E N D A

Thursday, April 17, 2008 – 9:00 a.m.
655 Research Parkway, Suite 200
Oklahoma City, 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).

STUDENTS

6. **Chancellor Hans Brisch Scholarship Program Awards.** Presentation of selections for Chancellor's Scholars for the 2008-2009 academic year. Page 1.

ACADEMIC

7. **New Programs.** Oklahoma State University Technical Branch-Okmulgee. Approval of request to offer the Associate in Applied Science in Power Plant Technology. Page 3.
8. **Program Deletions.** Approval of institutional requests for program deletions. Page 7.
9. **Cooperative Alliance.**
 - a. Approval of a Cooperative Alliance Agreement between State System institutions and a Technology Center, and accompanying exception to State Regents' policy. Page 9.
 - b. Approval of a resolution of appreciation to the Oklahoma Department of Career and Technology Education for dedication and support of higher education and student success by supporting Cooperative Alliances statewide. 12.1.

FISCAL

10. **E&G Budgets.**
 - a. Approval of an allocation of revenue collected from taxes placed on sales of cigarettes and tobacco products. Page 13.
 - b. Approval of an allocation reduction due as a result of a shortfall in revenues allocated for the FY08 OCIA Bond Debt Service requirements. Page 15.
 - c. Approval of an allocation for the sponsorship of the National Security Summit at University of Central Oklahoma. Page 17.
11. **Tuition.** Approval of tuition and fee policy which incorporates the guaranteed tuition rate program and clarifies the reimbursement of the resident tuition portion of waivers. Page 19.
12. **Contracts.**
 - a. Hammond and Associates. Approval of renewal contract with Hammond Associates for Investment Consulting. Page 37.
 - b. GEAR UP. Approval of contract with Center for Parent Leadership, The Prichard Committee for Academic Excellence, Inc. Page 39.
 - c. PsycINFO Database. Approve the renewal of the license for the PsycINFO database through EBSCO. Page 57.
 - d. OneNet – National LambdaRail (NLR) Additional Contribution Request Contract Agreement for one-year membership. Page 59.
13. **Investments.**
 - a. Approval of the Supplemental Retirement Plan Trust Funds and allocation of funds. Page 67.
 - b. Item deleted.

EXECUTIVE

14. **Advisory Report.** Limited review of financial results at the Quartz Mountain Arts and Conference Center and Nature Park. Page 71.
15. **Commendations.** Recognition of State Regents' staff for service and recognitions on state and national projects. Page 73.
16. **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 75.

Vote to return to open session.

17. **Personnel.** Discussion and possible action regarding staff. (see Attachment A). Page 77.

CONSENT DOCKET

18. **Consent Docket.** Approval/ratification of the following routine requests which are consistent with State Regents' policies and procedures or previous actions.

- a. Programs. Program Modifications. Approval of institutional requests. Page 83.
- b. Cooperative Agreements. Approval of institutional request. Page 87.
- c. GEAR UP. Ratification of GEAR UP College Access Subgrants for Oklahoma School Districts and School Sites. Page 89.
- d. Capital. Ratification of capital allotments. Page 93.
- e. Agency Operations. Ratification of purchases exceeding \$25,000. Page 95.
- f. Non-Academic Degrees.
 - (1). Ratification of posthumous degree requests from Oklahoma State University. Page 97.
 - (2). Ratification of posthumous degree request from the University of Oklahoma. Page 101.
 - (3). Ratification of honorary degree request from the University of Oklahoma. Page 105.
 - (4). Approval of honorary degree request from Northeastern State University. Page 107.

19. **Reports.** Acceptance of reports.

- a. Programs. Status report on program requests. Page 111.
- b. Annual Reports.
 - (1) Faculty Salary Report, FY2008. Page 121.
 - (2) High School Indicators Report. Page 123.

20. **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.
21. **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.
22. **Announcement of Next Regular Meeting—1 p.m., Friday, May 30, 2008 in Oklahoma City, Oklahoma.**
23. **Adjournment.**

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/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 for Communications, Financial Education and Outreach/OGSLP
Director for Finance, Recoveries and Claims/OGSLP
Director for Policy, Compliance and Training/OGSLP
Director for School/Lender Services, Default Prevention and Outreach/OGSLP
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 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 Research and Analysis and State IPEDS Coordinator
Director of Teacher Education and MTRC
Chief Information Security and Compliance Officer

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AGENDA ITEM #6:

Chancellor Han Brisch Scholarship Program Award.

SUBJECT: FY 2009 Awards.

RECOMMENDATION:

It is recommended that the State Regents approve the individuals listed below as Chancellor Hans Brisch Scholarship Program Honorees for the 2008-2009 academic year and ratify payment of the scholarship award.

BACKGROUND:

The Chancellor's Scholarship Program was established by the Oklahoma State Regents for Higher Education in 1990 with privately raised funds. Most of the approximate \$200,000 fund balance was raised in honor of Chancellor Hans Brisch, either on the occasion of his 50th birthday or on the occasion of his 2003 retirement. Chancellor Brisch died in February 2006 at which time the Oklahoma State Regents renamed the program the Chancellor Hans Brisch Scholarship Program as a living legacy to his dedication to the students of Oklahoma. Chancellor Glen D. Johnson continues the tradition of the program which honors not only Chancellor Brisch but the office of Chancellor and all individuals who hold that office.

POLICY:

The Chancellor Hans Brisch Scholarship Program policy requires the Scholars to be selected primarily on the basis of (1) outstanding leadership and (2) demonstrated commitment to the enhancement of the community. Community commitment is demonstrated through the student's involvement in the initiation of a high school and/or community program or project that resulted in an improvement of the learning environment of the school or the social betterment of the community. Candidates for the Chancellor's Scholars awards must be entering college freshmen with high academic achievement.

Individuals chosen as Chancellor Hans Brisch Scholars bring a vibrant, energetic presence to Oklahoma campuses, adding to the intellectual environment. The Chancellor Hans Brisch Scholarship Program judges evaluated 91 nominees for the FY 2009 award and identified the top five candidates. It is recommended that the State Regents approve the FY 2009 Chancellor's Scholars recipients as follows:

- Chrishelle Drew (Haskell High School)
- Brandon Highfill (Chisholm High School)
- Mallory Caitlyn Kutch (Putnam City North High School)
- Kylynn Pool (Jenks High School)
- Bradley Ray Youngblood (Tushka High School)

Supplement.

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AGENDA ITEM #7:

New Programs.

SUBJECT: Oklahoma State University Technical Branch-Okmulgee. Approval of request to offer the Associate in Applied Science in Power Plant Technology.

RECOMMENDATION:

It is recommended that the State Regents approve Oklahoma State University Technical Branch-Okmulgee's (OSUTB-OKM) request to offer the Associate in Applied Science in Power Plant 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 Power Plant Technology.** Continuation beyond Fall 2013 will depend upon:
Majors enrolled: a minimum of 24 students in Fall 2012; and
Graduates: a minimum of 14 students in 2012-13.

BACKGROUND:

Academic Plan

OSUTB-OKM's Academic Plan lists the following institutional priorities:

- **Academic Excellence:** Continually strengthen the institution's commitment to lifelong learning and career development by providing world-class advancing technology education programs and services.
- **Recruitment and Diversity:** Provide a high-performance organizational culture of social awareness, values, world citizenship, cultural sensitivity and customer-service that supports, attracts, and retains a diverse population of faculty, staff, and students
- **Student, Faculty, and Staff Development:** Practice an organizational tone and culture that promotes, supports, and rewards students, faculty, and staff who achieve their educational, career, and professional goals.
- **Economic Development/Quality of Life:** Enhance the quality of life and economic wealth in Oklahoma with a special focus on rural small- to medium-size firms that are digitally-driven and globally competitive.
- **Resource Synergy:** Enhance institutional capacity by fostering strategic alliances with public and private agencies and Indian Tribes that challenge and strengthen OSUTB-OKM's programs and services.

- Image Enhancement: Position OSUTB-OKM's as a recognized leader in advancing and emerging technology education, and effectively communicate the institution's uniqueness and brand image.

APRA Implementation

Since 1991-92, OSUTB-OKM has deleted 39 degree and/or certificate programs while adding 15 degree and/or certificate programs.

Program Review

OSUTB-OKM offers 23 degree programs (2 associate, 18 associate in applied science, and 3 baccalaureate), 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 OSUTB-OKM'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

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

POLICY ISSUES:

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

ANALYSIS:

Associate in Applied Science in Power Plant Technology

Program purpose. The proposed degree program is designed to meet the current and future workforce needs of local, regional and national power production employers. The proposed program will also prepare students to serve as technical professionals in the power production industry through the creation and facilitation of meaningful experiences which will enable them to achieve the highest levels of development possible in support of their current and future career goals.

Program rationale and background. The proposed degree program is designed to respond to the need for skilled workers in the power generation workforce sector and related industries. According to several major power generation organizations, including American Electric Power, Oklahoma Gas and Electric, and the U.S. Army Corp of Engineers (OSUTB-OKM Advisory Committee meeting, 2007), the power producers face several major challenges. Among these challenges are rising energy demands, significant retirements, changes in governmental regulations that require more, better prepared technical workers and current and future challenges faced by power generation organizations in the recruitment and retention of technology-proficient workers. The program will provide students with a broad based working knowledge of the technologies and processes relevant to power production operations, development of oral and written communication skills, development of interpersonal skills, an understanding of the numerous functions and activities that are unique to power production operations, and an understanding of the importance of ethical decisions and behavior, diversity, teamwork, lifelong career development, and overall professional conduct. The program will help each student develop her or his personal competence

and creative abilities to the maximum of her or his capacity and attain a level of skill, knowledge, and professionalism which will enable her or him to become an effective power plant technical professional.

Employment opportunities. OSUTB-OKM indicates that program graduates will be in high demand. In fall 2006, OSUTB-OKM was approached by several major power generator organizations regarding the development and implementation of the proposed program. According to the representatives of these organizations, the demand for skilled workers in the power generation workforce sector and related industries is rapidly increasing and energy utilities and power producers face several major challenges. The organizations have committed resources to the recruitment of qualified students for the program. They have also indicated career opportunities for graduates. Data from these organizations indicate that the power industry will need approximately 200,000 new workers over the next five to 10 years. OSUTB-OKM is confident there will be sufficient employment opportunities for program graduates.

Student demand. The new program is expected to enroll a minimum of 24 majors in Fall 2012 and graduate a minimum of 14 students in 2012-13.

Duplication or impact on existing programs There are no associate degrees in Power Plant Technology offered in Oklahoma. Approval will not constitute unnecessary duplication.

Curriculum. The proposed program will consist of 90 total credit hours from the following areas (Attachment A): General Education courses (32 credit hours), Technical Support courses (10 credit hours) and Specialization courses (48 credit hours). Six new courses will be added and they 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

ATTACHMENT A

**OKLAHOMA STATE UNIVERSITY TECHNICAL BRANCH-OKMULGEE
ASSOCIATE IN APPLIED SCIENCE IN POWER PLANT TECHNOLOGY**

Degree Requirements		Credit Hours
<i>General Education Courses:</i>		32
<i>English Composition</i>		
ENGL1003	Technical Writing	3
ENGL 2033	Technical Writing II	3
<i>American History and Government</i>		
HIST 1483	U.S. History to 1865 OR	3
HIST 1493	U.S. History Since 1865	
POLS 1113	U.S. Government	3
<i>Mathematics</i>		
Math 1513	College Algebra	3
Math 1613	Trigonometry	3
<i>Philosophy</i>		
PHIL 1213	Ethics	3
<i>Physical Science</i>		
PHYS 1114	General Physics I	4
<i>Chemistry</i>		
CHEM 1314	General Chemistry I	4
<i>Management</i>		
MGMT 2313	Principles of Management	3
<i>Technical Support Courses</i>		10
GTGE 1111	College Cornerstone	1
GTIT 1111	Computer Literacy	3
ETDG 1143	Introduction to Design/Drafting	3
ETDE 2253	Hydraulics and Pneumatics	3
<i>Specialization Courses</i>		48
ETDE 1133	Introduction of Electrical/Electronics	3
*ETDP 1113	Introduction to Power Plant Fundamentals	3
ETDE 2193	AC/DC Circuit Analysis	3
ETDP 2113	Electrical Systems	3
*ETDP 2133	Mechanical Systems	3
ETDE 1343	Motors and Controls	3
*ETDP 2153	Combustion Systems and Processes	3
*ETDP 2173	Water Systems and Processes	3
*ETDP 2223	Prime Movers	3
*ETDP 2313	Thermal Efficiency	3
ETDP 2612	Internship	12
ETDP 2216	Capstone	6

Total Credit Hours:

90

*Asterisks denote new courses.

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AGENDA ITEM #8:

Program Deletions.

SUBJECT: Approval of institutional requests.

RECOMMENDATION:

It is recommended that the State Regents approve Tulsa Community College's request for program deletions, as described below.

BACKGROUND:

Tulsa Community College (TCC) requests authorization to delete the Certificate in Transportation Management (243) and the Associate in Applied Science in Transportation Management (242).

POLICY ISSUES:

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

ANALYSIS:

TCC requests deletion of the Certificate in Transportation Management (243) and the Associate in Applied Science in Transportation Management (242). These programs continue to experience low enrollment and few graduates. With only five students in the combined programs, TCC does not expect the programs to thrive. The students' anticipated date of completion is May 2008. No courses will be deleted and there are no funds for reallocation.

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AGENDA ITEM #9-a:

Cooperative Alliance.

SUBJECT: Approval of Cooperative Alliance Agreements between State System institutions and a technology center and accompanying exceptions to State Regents' policy.

RECOMMENDATION:

It is recommended that the State Regents approve, with an exception to policy, a Cooperative Alliance Agreement between Oklahoma State University Technical Branch—Okmulgee, Rogers State University, Northeastern Oklahoma A&M College, Tulsa Community College and Tri County Technology Center.

BACKGROUND:

In 1988, the State Regents approved the *Guidelines for Approval of Cooperative Agreements Between Technology Centers and Colleges*. The policy expanded educational opportunities and encouraged higher education institutions and technology centers to develop resource-sharing partnerships. These Cooperative Agreement Programs are formal programmatic agreements between the higher education institution and the technology center that lead to an Associate in Applied Science (AAS) degree or college-level certificate and subsequent employment in occupational and technical fields. As of the May 2006 State Regents' meeting, 347 Cooperative Agreement Programs involving 126 AAS programs are offered through 18 colleges and 29 technology centers within Oklahoma and two out-of-state technology centers.

In October 2000, survey data reported to the State Regents from colleges, universities and technology centers indicated an increasing number of Cooperative Agreement Programs and increasing numbers of credit hours awarded through these agreements since implementation of the policy in 1988. However, the number of degrees conferred through these agreements remained very low. State Regents' staff studied these data and began development of a more effective model for partnerships with the Oklahoma Department of Career and Technology Education (ODCTE).

The Cooperative Agreement Programs are institution-centered and based on individual agreements between one higher education institution and one technology center for one specific AAS program. There were limitations and inconsistencies across the system for students involved in these Cooperative Agreement Programs, student tracking was difficult, college credit was not transferable, academic quality control was inconsistent, opportunities for efficiencies were limited, student services were limited and completion rates were low.

The purpose of the Cooperative Alliances is to create a more student-centered collaboration between higher education institutions and technology centers. The goals of this collaboration are 1) increase the number of high school students going to college, 2) increase the number of adults continuing or beginning college, 3) expand access to postsecondary education and 4) efficiently use federal, state and local

resources. Cooperative Alliances are voluntary partnerships between a higher education institution and a technology center that align academic, business and administrative practices for postsecondary educational purposes. Partners create a relationship and develop a business plan with operational procedures and report annually on outcomes.

Beginning in Spring 2004, State Regents’ staff met with the Council on Instruction, the Council of Presidents, and other stakeholders to discuss development of a Cooperative Alliance model. Based on these discussions and meetings with ODCTE administrators, three colleges (Northern Oklahoma College, Oklahoma City Community College, and Western Oklahoma State College) and three technology centers (Autry Technology Center, Francis Tuttle Technology Center, and Southwest Technology Center) volunteered to serve as pilot sites. These pilot sites were representative of the diversity of the system, including rural and metropolitan sites, and those with extensive and limited existing Cooperative Agreement Programs.

In March 2005, the State Regents approved the three pilot sites to begin enrolling students in Fall 2005 and approved an exception for concurrent enrollment in the *Institutional Admission and Retention* policy for high school students enrolling in technical programs and courses. The policy exception allows an eleventh or twelfth grade student enrolled in an accredited high school or a student who is at least 16 years of age and receiving high-school-level instruction at home or from an unaccredited high school may, if he or she meets the requirements set forth below, be admitted to a college or university in the Oklahoma State System of Higher Education that offers technical AAS and certificate programs and enroll in technical courses only. Minimum standards for State System institutions are outlined below. Institutions may request higher standards.

Minimum Standards for State System Institutions			
<u>Regional Universities and Community Colleges</u>	<u>ACT/SAT at the 42nd percentile or an ACT PLAN score that predicts such student performance</u>	<u>OR</u>	<u>High School GPA 2.5</u>

Currently, the ACT score requirement is 19 and the ACT PLAN score requirement is 15. In addition to meeting the requirements above, students must provide a letter of support from the high school counselor or principal and written permission from a parent or legal guardian. All other concurrent admission policy requirements remain in effect for technical students, including retention standards.

At the December 2005, February 2006, March 2006, April 2006, May 2006, June 2006 and February 2007 meetings, the State Regents approved 25 more Cooperative Alliance Agreements, bringing the total to 28. The same policy exception for concurrent enrollment was approved also. The following table lists the technology centers that have approved Cooperative Alliance Agreements with higher education institutions.

Technology Center	Higher Education Partner
Autry Technology Center	Northern Oklahoma College
Caddo Kiowa Technology Center	Redlands Community College
Canadian Valley Technology Center	Redlands Community College
Central Tech, Drumright	OSU Technical Branch-Okmulgee (OSUTB-OKM)
Chisholm Trail Technology Center	Northern Oklahoma College
Eastern Oklahoma County Tech Center	Rose State College
Francis Tuttle Technology Center	Oklahoma City Community College

Gordon Cooper Technology Center	Seminole State College
Great Plains Technology Center	Western Oklahoma State College
Green Country Technology Center	OSUTB-OKM
High Plains Technology Center	Northern Oklahoma College
Indian Capital Technology Center	Connors State College
Kiamichi Technology Center	OSUTB-OKM, Eastern Oklahoma State College, Carl Albert State College and Murray State College
Meridian Technology Center	OSUTB-OKM and Northern Oklahoma College
Metro Technology Center	OSU-Oklahoma City
Mid-America Technology Center	Oklahoma City Community College
Mid-Del Technology Center	Rose State College
Moore-Norman Technology Center	Oklahoma City Community College
Northeast Technology Center	OSUTB-OKM, Rogers State University and Northeastern Oklahoma A&M College
Northwest Technology Center	Northern Oklahoma College
Pioneer Technology Center	Northern Oklahoma College
Pontotoc Technology Center	Murray State College
Red River Technology Center	Murray State College
Southern Technology Center	Murray State College
Southwest Technology Center	Western Oklahoma State College
Tulsa Technology Center	Tulsa Community College
Wes Watkins Technology Center	OSUTB-OKM and Seminole State College
Western Technology Center	Western Oklahoma State College

POLICY ISSUES:

These actions are consistent with the intent of the State Regents’ *Cooperative Agreements Between Higher Education Institutions and Career Technology Centers* policy, but will require an exception to the concurrent student admission standards found in the *Institutional Admission and Retention* policy. Institutions will be required to adhere to these policies and the exception approved by the State Regents.

ANALYSIS:

The new Cooperative Alliance Agreement that is recommended for approval is between Oklahoma State University Technical Branch—Okmulgee, Rogers State University, Northeastern Oklahoma A&M College Tulsa Community College with Tri County Technology Center. Students taught at the partnering technology center will begin enrolling in Fall 2008. State Regents’ approval is contingent on approval by all remaining governing boards of the entities involved at their April 2008 meetings.

With approval of these Cooperative Alliance Agreements, all of the 29 technology centers will be participating in this initiative with 16 higher education institutions. Cooperative Alliance Agreements and Cooperative Agreement Programs increase access to technical college-level programs for high school and adult students in Oklahoma. Through increased access to these programs, more Oklahoma students are pursuing AAS degree programs. In Fall 2006, a total of 4,217 students (1,919 high school and 2,298 adult students) enrolled in a total of 35,806 credit hours (12,854 by high school and 22,952 by adult students). Enrollment increased in Fall 2007 with a total 4,565 students (2,127 high school and 2,438 adult students) enrolled in 37,555 credit hours (14,070 by high school and 23,485 by adult students).

These partnerships utilize the resources of the two systems, higher education and career technology education, in ways that efficiently and effectively strengthen both while improving services and

opportunities for students. Also, this model complements and benefits from Oklahoma's participation in the national initiative, *Achieving the Dream: Community Colleges Count*. Next steps include codifying Cooperative Alliance Agreements in State Regents' *Cooperative Agreements Between Higher Education Institutions and Career Technology Centers*, creating the course equivalency matrix for courses taught at the technology centers, continuing professional development through regular workshops, collecting annual outcomes information and evaluating the effectiveness of the model using external consultants.

Supplement.



WHEREAS, the Oklahoma Department of Career and Technology Education (CareerTech) is an exemplary education agency for the state of Oklahoma; and,

WHEREAS, Dr. Phil Berkenbile, Director of the Oklahoma Department of Career and Technology Education, has exhibited unparalleled leadership in his efforts to partner with the Oklahoma State Regents for Higher Education to address the educational needs of the students of Oklahoma; and,

WHEREAS, Oklahoma CareerTech supports the Oklahoma State Regents for Higher Education's (State Regents) goal to increase the percentage of Oklahomans with college degrees; and,

WHEREAS, Oklahoma CareerTech contributes to educational opportunities through its collaboration with the State Regents' Cooperative Alliance initiative; and,

WHEREAS, the State Regents' Cooperative Alliance initiative is designed to enroll more high school students in college; encourage more adults to continue their education or begin college; expand access to postsecondary (college and career/technical) education; and efficiently use federal, state and local resources; and,

WHEREAS, Oklahoma CareerTech has, since 2004, demonstrated support for Cooperative Alliance agreements between Oklahoma State System institutions and CareerTech technology centers through numerous meetings, site visits, workshops and funding; and,

WHEREAS, Cooperative Alliances are approved by the State Regents in all 29 technology centers in 2008.

NOW, THEREFORE, BE IT RESOLVED, that the Oklahoma State Regents for Higher Education, in their meeting on April 17, 2008, express appreciation to the Oklahoma Department of Career and Technology Education for dedication and support of higher education and student success by supporting Cooperative Alliances statewide.

William Stuart Price, Secretary

Bill W. Burgess, Jr., Chairman

I hereby certify that the above is a true and correct statement of action taken by the Oklahoma State Regents for Higher Education on April 17, 2008.

Glen D. Johnson, Chancellor

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
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AGENDA ITEM #10-a:

E&G Budgets.

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

RECOMMENDATION:

It is recommended that the State Regents approve the allocation of \$855,247.99 to Oklahoma State University Center for Health Sciences (OSU CHS) and \$855,247.99 to the University of Oklahoma Health Sciences Center (OUHSC) from revenue collected from the taxes placed on the sale of cigarettes and tobacco products.

BACKGROUND:

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

POLICY ISSUES:

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

ANALYSIS:

The fund currently has on deposit \$1,710,495.98. This amount is sufficient for a transfer of \$855,247.99 each to OSU CHS and OUHSC. The OU Health Sciences Center will hold their funds in an account designated for the construction of a Comprehensive Cancer Center to be expended at a future date. The OSU Center for Health Sciences will expend their funds on the following approved program components: (1) indigent patient clinical care, (2) telemedicine equipment and (3) facility upgrades.

The current accumulated allocation to each institution, including this allocation, totals to \$14,559,928.54.

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
RESOLUTION NO. 4807**

Pursuant to the authority granted under the Constitution of Oklahoma by Articles XIII-A adopted March 11, 1941, which vests in the Oklahoma State Regents for Higher Education the allocation of funds appropriated by the Legislature for use in The Oklahoma State System of Higher Education and pursuant to the provisions of House Bill No. 2660, of the Forty-Eighth Oklahoma Legislature,

The Oklahoma State Regents for Higher Education hereby **ALLOCATE** the sums set out below for the respective special programs of the specified institutions for the fiscal year beginning July 1, 2007, and ending June 30, 2008, said funds to be subsequently allotted for encumbrance and expenditure during said fiscal year, as provided by law.

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

From: 296-08-605-000000	\$1,710,495.98
To: 296-770	\$855,247.99
290-773	\$855,247.99
Total	\$1,710,495.98

Adopted by the State Regents in the meeting of April 17, 2008.

SEAL:

ATTEST:

William Stuart Price, Secretary

Bill Burgess, Chairman

I, Glen Johnson, do hereby certify that the above is a correct statement of the action authorized by the Oklahoma State Regents for Higher Education as set forth in the minutes of the regular meeting on April 17, 2008.

Glen D. Johnson, Chancellor

Duly subscribed and sworn to before me this 17th day of April 2008.

Notary Public

My commission expires _____.

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AGENDA ITEM #10-b:

E&G Budgets.

SUBJECT: Approval of reduced FY 08 allocations for payment of OCIA Bond Debt

RECOMMENDATION:

It is recommended that the State Regents approve reduced allocations to the institutions as a result of a shortfall in revenue allocated for the FY08 OCIA Bond Debt Service requirements. The total estimated need is \$2,800,000.

BACKGROUND:

As a result of the declaration by the Board of Equalization in December of reduced estimates in the current fiscal year lottery proceeds of approximately 24%, or \$29.1 million in appropriations, the State Regents' approved in February 2008 a supplemental appropriations equal to the shortfall. The Chancellor officially notified institutional presidents that should the legislature not act on a supplemental funding request, institutional allotments of state appropriations would require a reduction by an amount equal to their institution's share of the remaining OCIA capital bond debt obligations. Lottery proceeds have continued to fall below estimates for the fiscal year, thus requiring that the institutions pay the remaining debt service obligation from the Education and General allocations approved on May 27, 2007.

POLICY ISSUES:

This recommendation is consistent with Regents' policy and in accordance with 70 O.S.S. 2006, §3980.7.

ANALYSIS:

Lottery proceeds in the amount of \$35,366,875 were appropriated by the legislature in May 2007 for debt service payments. The State Regents allocated an additional \$5,918,074 in anticipation of a lottery revenue shortfall in FY08. The total allocated for OCIA debt service is \$41,284,949. The dollars appropriated in May 2007 will not be sufficient to meet the total obligation. The impact of the reduction in the lottery proceeds estimate announced in December results in approximately \$8,800,000 less cash to meet the debt obligation for the current fiscal year. The additional appropriations that were set aside last May will fund a portion of the shortfall, leaving an approximate deficit of \$2,800,000 for debt service. The legislature has not yet approved a supplemental appropriation requested in February for the remaining obligation.

The required debt service obligations for the 1999A, 1999B, 2003E, 2004A Refunding, 2005F, 2005G, and 2006D are listed on the attached schedule by institution. The institutions will be assessed a reduction for May and June allocations to meet the necessary requirements for debt service through the end of June.

**Oklahoma State Regents for Higher Education
State System Institution Project Totals
(Summary of Projected Debt Service for May and June FY2008)**

\$475 Million Legislatively Approved Allocation			Prorated Debt Service on 2005 F/G 2006D	Debt Service 2003E	1999B	1999A	1999A/Refunded 2004A	Total Potential Shortfall	
			87.113%	0.573%	0.143%	%	12.171%	100.000%	
			\$ 2,439,164	\$ 17,477	\$ 4,212		\$ 340,788	\$ 2,800,000	
OU									
OULAW									
OUHSC									
OU Total	108,180,956	22.77%	555,518			12.85%	43,791	599,309	21.39%
OSU			555,518			15.07%	51,357	606,875	21.66%
OSU AG. EXP.									
OSU AG. DIV.									
OSU-OKM									
OSU-VET									
OSU-OKC									
OSU-COMS									
OSU-Tulsa						5.30%	18,062	18,062	0.64%
OSU Total	108,180,956	22.77%						-	
TIER TOTALS	216,361,912	45.55%							
UCO	19,695,329	4.15%	101,137			6.16%	20,993	122,130	4.36%
ECU	10,810,182	2.28%	55,511			2.76%	9,406	64,917	2.32%
NSU	22,972,760	4.84%	117,967			3.92%	13,359	131,326	4.69%
NWOSU	6,813,432	1.43%	34,988			1.66%	5,657	40,645	1.45%
ROGERS	13,922,702	2.93%	71,494			7.83%	26,684	98,178	3.50%
SWOSU	12,003,065	2.53%	61,637			4.00%	13,632	75,268	2.69%
SEOSU	10,062,758	2.12%	51,673			3.43%	11,689	63,362	2.26%
CAMERON	12,059,247	2.54%	61,925			2.35%	8,009	69,934	2.50%
LANGSTON	18,370,187	3.87%	94,332			3.92%	13,359	107,691	3.84%
PANHANDLE	7,280,000	1.53%	37,383			1.90%	6,475	43,858	1.57%
USAO	6,068,832	1.28%	31,164			0.98%	3,340	34,504	1.23%
TIER TOTALS	140,058,494	29.49%							
CASC	8,647,601	1.82%	44,406			1.37%	4,669	49,075	1.75%
CONNORS	7,025,000	1.48%	36,074			0.98%	3,340	39,414	1.41%
EASTERN	7,910,101	1.67%	40,619			1.96%	6,679	47,298	1.69%
MURRAY	7,025,000	1.48%	36,074			1.30%	4,430	40,504	1.45%
NEOAM	6,000,000	1.26%	30,810			0.98%	3,340	34,150	1.22%
NOC	14,293,235	3.01%	73,397			0.98%	3,340	76,737	2.74%
OCCC	15,335,101	3.23%	78,747			2.35%	8,009	86,756	3.10%
REDLANDS	6,770,000	1.43%	34,765		4,212		-	38,976	1.39%
ROSE	11,775,000	2.48%	60,466			4.80%	16,358	76,823	2.74%
SEMINOLE	6,750,000	1.42%	34,662			5.87%	20,004	54,666	1.95%
TCC	16,025,000	3.37%	82,290			4.89%	16,665	98,954	3.53%
WOSC	6,000,000	1.26%	30,810			1.61%	5,487	36,297	1.30%
TIER TOTALS	113,556,038	23.91%							
Ardmore	600,000	0.13%	3,081			0.39%	1,329	4,410	0.16%
McCurtain	600,000	0.13%	3,081			0.39%	1,329	4,410	0.16%
Mesonet	650,000	0.14%	3,338					3,338	0.12%
Quartz	3,173,556	0.67%	16,296	17,477				33,774	1.21%
TOTALS	5,023,556	1.06%							
System Totals	\$ 475,000,000	100.00%	\$ 2,439,164	\$ 17,477	\$ 4,212	100.00%	\$ 340,788	\$ 2,801,642	100.00%

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #10-c:

E&G Budgets.

SUBJECT: Approval of allocation for sponsorship of the National Security Summit.

RECOMMENDATION:

It is recommended that the State Regents approve an allocation of \$12,500 as a sponsorship the National Security Summit being held at the University of Central Oklahoma on April 14, 2008.

BACKGROUND:

The University of Central Oklahoma has requested State Regents support for a National Security Summit to be held on their campus, April 14, 2008. The summit will allow for discussion and exploration of security issues facing university and colleges campuses. This conference will support the Governor's request for Oklahoma's college and universities to examine their procedures and policies related to safety and security in an open learning environment. This is the second annual conference and includes not only state institutions and law enforcement agencies, but also campus representatives from the contiguous states of Arkansas, Colorado, Kansas, Missouri, New Mexico and Texas

POLICY ISSUES:

The recommendation is consistent with Regents' policy and actions.

ANALYSIS:

The summit will provide policy and procedure templates that the institutions can use to analyze and develop for use on their campuses in response to major security breaches. The goal of the summit is to provide a forum for dialogue on best practices in relation to campus security issues and ideas on practical implementation.

Funding is available from the Capital, Master Lease and One-time Allocations line item budget for \$6,250 and the remaining \$6,250 will be funded from the System Safety, Health and Environmental Resource Center.

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #11:

Tuition.

SUBJECT: Approval of Changes to Tuition and Fee Policy.

RECOMMENDATION:

It is recommended that the State Regents approve 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 non-guaranteed 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.

These changes were posted for review and public comment at the State Regents' meeting held March 13, 2008. It is recommended that the State Regents approve the proposed changes to the Tuition and Fee Policy.

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.
- JJ. 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 the provisions of 70 O. S. § 3218.14 (2001). The annual report shall include data on the impact of any tuition or 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.

4.18.4 General Policies

- A. Assessment and Waiver of Tuition and Fees. Resident and nonresident tuition and fees may be neither assessed nor waived unless authorized by general policy or by specific authorization of the State Regents.
- B. Publication of Fee Schedule. Each institution shall publish a schedule annually of all tuition and fees charged.
- C. Contract Credit Course Fee. A special Contract Credit Course Fee is established in 70 O. S. § 3219.3 (2001). This section authorizes the State Regents to establish special fees for delivery of courses and programs to governmental entities, including, but not limited to, the military, profit and nonprofit associations, corporations, and other private entities in an amount sufficient to cover the cost of delivery of such courses and programs. This fee allows universities and colleges to negotiate a separate special fee, up to full cost, for delivery of credit courses with business, industry, and governmental entities. If the institution negotiates a special fee, the assessment and collection of additional fees from students (resident or nonresident tuition, mandatory fees, and academic services fees) shall be waived. This policy provision authorizes any institution to assess charges up to the cost of delivery of the course.
 - 1. Contract Fees for Nonresident Students at the Oklahoma State University College of Veterinary Medicine. The following will guide Oklahoma State University in negotiating contracts with state governments for the support of nonresident students at the OSU College of Veterinary Medicine.
 - a. Nonresident students admitted to the College of Veterinary Medicine will be those whose state of residence contracts with Oklahoma State University for payment of a nonresident charge based on the actual direct cost of instruction for the year period to the beginning of the contract period divided by the number of

Oklahoma residents enrolled full-time in the college. This is the contract fee for nonresident students.

- b. Although contract students are exempt from the nonresident enrollment restrictions, the total number of contract students cannot exceed the amount that would cause the College of Veterinary Medicine to increase its indirect, non-instructional fixed costs. (See State Regents' Criteria and Standards for Admission of First-Year-Entering Students and Transfer Students to reference the twenty percent (20%) limit on nonresident student enrollment.)
- c. The contract fee for nonresident students will be re-negotiated in contracts with other states biennially, based on the College budget of the previous year.
- d. Nonresident students enrolled in the College whose state of residence does not sign a new contract will be permitted to complete the DVM degree program at a charge equal to the contract fee paid by states having contracts in effect, plus the regular enrollment fee.

D. Disposition of Revenue Received from Tuition and Fees

- 1. Tuition and Academic Services Fees. Revenue derived from resident and nonresident tuition and academic services fees shall be deposited to the institution's Fund 290 revolving fund or may be deposited to the institution's Fund 295 or clearing account and then transferred to the institution's Fund 290 revolving fund.
- 2. Mandatory Fees. Revenue derived from mandatory fees shall be deposited to the institution's Fund 290 revolving fund or the Agency Special Account (Fund 700) revolving fund, as appropriate, or may be deposited to the institution's Fund 295 or clearing account and then transferred to the institution's Agency Special Account (Fund 700) revolving fund.
- 3. Expenditure of Student Fee Revenue. Institutions that charge students special fees for library materials and services, classroom and laboratory materials, or technology must ensure that the revenues are spent for the approved purpose of the fee. Likewise, to the extent possible, traditional E&G support for the above and similar purposes should not be diminished as a result of student fee revenue.

E. Assessing Tuition and Mandatory Fees. Resident and nonresident tuition and mandatory fee charges at institutions in The State System shall be based upon the academic level of the course, with the exception of certain professional programs. Institutions shall assess resident and nonresident tuition and mandatory fee charges based upon those course numbers appearing in the official catalog or bulletin. The following definitions and procedures shall be used to determine the level of tuition and mandatory fee charges.

- 1. Undergraduate. Courses numbered in the "1000 and 2000" (lower division) and "3000 and 4000" (upper division) series shall be classified as undergraduate courses for determining resident and nonresident tuition and mandatory fees charges. In addition, those developmental courses at the "less than 1000" level that normally do not carry collegiate credit shall be classified as undergraduate courses for resident and nonresident tuition and mandatory fees purposes.

2. Graduate. Courses offered by research and regional universities designated at the “5000” level and above shall be classified as graduate courses for resident and nonresident tuition and mandatory fees purposes.
- F. Collection of Tuition and Fees. Tuition and fees are due prior to the first day of class. Each institution shall establish and publish a deadline when tuition and fees are payable, after which payment may be subject to a late charge. Late payment will require payment in full as well as be subject to late payment charges in an amount determined and published by the institution.
- G. Refunds of Tuition and Fees. The refund policy for tuition and fees collected from students at institutions shall be as follows
1. Withdrawals and Changes of Enrollment. Changes in schedules and complete withdrawals from the institution during the defined add/drop period will result in full charges for courses added and full credit for courses dropped. No refunds will be made after the add/drop period for that session.
 2. Return of Title IV Funds for Students Who Cease Attendance. Title 20 U. S. C. § 1091(b), as amended by Section 485 of the Higher Education Amendments of 1998, Public Law 105-244, enacted October 7, 1998, requires that, if a recipient of Title IV grant or loan funds withdraws from an institution after beginning attendance, the amount of Title IV HEA program assistance earned by the student must be determined. If the amount of assistance disbursed to the student is greater than the amount the student earned, unearned funds must be returned. If the amount of assistance disbursed to the student is less than the amount the student earned, the student is eligible to receive a late disbursement in the amount of the earned aid that the student had not received. Each institution shall develop and publish policies and procedures that are in compliance with the above referenced law. Reference: [Federal Register: November 1, 1999 (Vol. 64, Number 210)] and 34 CFR, Parts 668, 682, and 685.
 3. Tuition and Fees Applicable Only for Current Semester. Tuition and fees are applicable only for the current semester. If a student withdraws and is entitled to a refund, the amount of the refund cannot be carried forward as a credit to a subsequent session.
 4. Refunds for Classes Offered on a Non-Standard Schedule. Institutions may refund tuition and fees paid by a student who must withdraw from a course offered on a schedule that differs from the standard 16-week term or 15-week trimester. Each institution may develop refund procedures for courses offered on a non-standard schedule.
- H. Refund of Tuition and Fees for Students with Hardship Circumstances. Institutions may refund tuition and fees paid by a student who must withdraw from the institution due to hardship or extraordinary circumstances. Each institution may develop institutional policy to address the definition of hardship or extraordinary circumstances and refund procedures.
- I. Refund of Tuition and Fees for Students Called to Active Military Service. If a student is called to active military service during a term in which the student has not completed an amount of work sufficient to receive a grade, the institution may refund the tuition and fees paid by the student for the current term or the institution may waive the amount of tuition and fees paid from the amount owed for tuition and fees for a future term following the student’s tour of duty.

- J. Tuition and Fees Relating to Course Audits. Students permitted to audit courses shall pay the same resident and nonresident tuition, mandatory fees, and academic services fees as required of students who enroll for credit.
- K. Guaranteed Tuition Rate Program Relating to Withdrawal, Transfers, Change of Major, and Full-Time Enrollment.
 - 1. Withdrawal. If a student who has elected to participate in the guaranteed tuition rate program is required to withdraw from an institution for military or other national defense emergencies, the amount of resident tuition the student is required to pay upon reentering the institution shall not exceed the amount the student was charged at the time of withdrawal.
 - 2. Transfers. If a student who has elected to participate in the guaranteed tuition rate program transfers to another institution or transfers from a constituent agency of a comprehensive institution to another constituent agency or the comprehensive institution after initial enrollment, the student shall be charged the amount of resident tuition charged to other students enrolling for the first time at that institution or constituent agency.
 - 3. Change of Major. If a student who has elected to participate in the guaranteed tuition rate program changes majors or transfers to another campus of the same institution after initial enrollment, the tuition charged to the student shall equal the amount the student would have been charged had the student been admitted to the changed major or enrolled at the new campus when the student first enrolled, unless the student transfers from a constituent agency of a comprehensive institution to another constituent agency or to the comprehensive institution.
 - 4. Full-Time Enrollment. A student who elects to participate in the guaranteed tuition rate program shall maintain full-time enrollment during the guaranteed four-year or two-year period. Full-time enrollment for each institution shall be determined by the number of credit hours as defined by the State Regents for Higher Education.

4.18.5 Waiver of Tuition

- A. Resident Tuition Waiver Scholarships. Pursuant to Title 70, O. S. 2005 Supp., § 3218.12, authorizing the State Regents to establish a system of student scholarships, the following policy of resident tuition waiver scholarships is hereby authorized for each institution in The State System. Except as provided below, it is the intent of this policy to provide assistance to Oklahoma students with demonstrated financial needs and to promote excellence of scholarship throughout all of the academic and professional fields of study. It is further intended that this program provide equitably for all students at all academic levels from the freshman year through the graduate student. Also, insofar as is practicable, awards should be distributed so as to be supportive of the state's needs and demands for trained manpower in the various career and occupational areas. Finally, assistance under this program should be utilized to promote equity of treatment for those students in fields without access to funds from other student assistance programs.
 - 1. Elements to be considered by institutions in the awarding of scholarships are financial need, scholastic aptitude and achievement, academic discipline or field of study, student activity participation, cultural diversity, and academic level. These elements shall be specifically incorporated into institutional procedures as follows:

- a. At least fifty (50) percent of all scholarships awarded shall be on the basis of financial need of students. The criteria for determining financial need shall be determined by the institution.
 - b. Awards shall be apportioned in such a manner as to provide equity for students by academic discipline or field of study consistent with the state's educated workforce priorities and taking into consideration other kinds of funds available for the support of students in particular programs.
 - c. Awards shall be apportioned at each institution generally in accordance with the distribution of student enrollment among the various academic levels (undergraduate or graduate division) and by student classification (freshman, sophomore, junior, senior, master, or doctoral classification).
 - d. Scholarships shall be available to students regardless of the number of credit hours in which they are enrolled, as well as to high school students who are concurrently enrolled. Tuition waiver scholarships may also be awarded to students enrolled in on-line courses and other special students.
 - e. Scholarships so granted shall be gratuities and the student shall not be required to perform services in return for the award.
2. Each institution is authorized to award scholarships to residents of the state of Oklahoma from the Educational and General Budget – Part I in the form of resident tuition waivers, the total amount of which shall not exceed three and five-tenths (3.5) percent of the total E&G Budget – Part I for the current year. Nothing in this policy shall disqualify a student from receiving a tuition waiver scholarship on the basis of immigration status if the student qualifies for resident tuition under the provisions of Title 70, O. S. 2005 Supp., § 3242.
- a. Reduced Tuition Benefit for Eligible Employees. Eligible employees at constituent institutions in The State System may enroll in courses at the institution where employed and be charged tuition at the rate of one-half the amount regularly charged to students. The term “benefit for eligible employees” means full-time and permanent employees of the institution who are eligible under the institution's benefit eligibility criteria. It should be assumed that an employee's enrollment in a course of study is for the benefit of both the employee and the institution. Procedures including appropriate limitation as to the number of credit hours in a given term for which the benefit will apply shall be determined by the institution. Upon the institution's determination that the employee's enrollment in a course of study is primarily for the benefit of the institution, the institution may waive or reimburse the employee for the remaining one-half of the tuition that was charged to the employee.
3. The following waivers, as noted below, shall not be included as tuition waiver scholarships awarded under the three and five-tenths (3.5) percent of the E&G Budget – Part I limitation above.
- a. Auditing of Classes by Senior Citizens. State System institutions are hereby authorized to waive the tuition and fees for auditing of classes for residents of the state of Oklahoma who are sixty-

- five (65) years of age or older. Such students may be admitted without charge to classes on a space available basis.
- b. Waiver of Tuition for Prisoners of War, Persons Missing in Action, and Their Dependents. Title 70 O. S. § 2281 (2001), provides that any former prisoner of war or person missing in action and their dependents may, if otherwise qualified, enroll and pursue study at any state-supported institution of higher education or state-supported technical institute without payment of resident tuition. The following points of policy and procedure will serve as guidance for institutions in the administration of this law.
- i. A “prisoner of war” or a “person missing in action” means any person who was a resident of the state of Oklahoma at the time he or she entered service of the United States Armed Forces or whose official residence is within the state of Oklahoma and who, while in the United States Armed Forces, has been declared to be a prisoner of war or a person missing in action as established by the Secretary of Defense.
 - ii. A “dependent” means any child whose parent served as a prisoner of war or was declared by the United States Armed Forces to be a person missing in action. A dependent child ceases to be eligible for benefits when he/she turns twenty-four (24) years old.
 - iii. Dependents of prisoners of war, persons missing in action, or persons reclassified as killed in action are not eligible for this benefit if federal funds are provided to pay their tuition.
 - iv. Under this policy, the benefits to which an eligible person is entitled includes tuition waivers for five (5) years or the completion of the bachelor’s degree, whichever occurs first.
- c. Waiver for Dependents of Peace Officers and Fire Fighters. Within The State System, no resident or nonresident tuition shall be charged to the dependents of Oklahoma peace officers or fire fighters who have given their lives in the line of duty. Institutions shall grant tuition waivers to eligible persons upon presentation of evidence that the deceased person was a duly appointed peace officer or fire fighter as defined in Title 70, O. S. 2005 Supp., § 3218.7. Such waivers shall be limited to a period of five (5) years from the date of the first waiver. A “dependent” means any child of an Oklahoma peace officer or fire fighter who has given their life in the line of duty. A dependent ceases to be eligible for benefits when he/she turns twenty-four (24) years old. Such waiver of resident or nonresident tuition shall also apply to the children of members of the Oklahoma Law Enforcement Retirement System who have given their lives in the line of duty or whose disability is by means of personal and traumatic injury of a catastrophic nature and occurred in the line of duty, as defined by Title 47, O. S. 2005 Supp., § 2-300. Such waiver shall be a service benefit of

each Oklahoma peace officer and firefighter. For the purpose of this section, “firefighter” means a volunteer firefighter or a permanent, salaried, professional member of any fire department within the state of Oklahoma.

- d. Waiver for Graduate Assistants. Graduate students with at least a one-quarter time graduate assistantship are eligible for these scholarships irrespective of Oklahoma residency status. Graduate assistants involved in teaching must be proficient in both oral and written English. The ability to communicate course material effectively in understandable English is required of all graduate teaching assistants awarded these waivers as defined in 70 O. S. § 3224 (2001).
- e. Waiver for Exchange Students on a Reciprocal Basis. Institutions are hereby authorized to grant waiver of resident tuition for students from institutions outside the continental limits of the United States that have entered into an exchange agreement with a State System institution to provide reciprocal waivers for students from the Oklahoma institution. The number of credit hours of nonresident students received by the Oklahoma institution is expected to equal the number of credit hours sent by the Oklahoma institution to the exchange institution. Such authorization will be effective for as long as a contract exists with the reciprocal institution.
- f. Waiver for Oklahoma State Regents’ Academic Scholars Program. Institutions shall waive resident tuition for Oklahoma residents and may elect to waive tuition for nonresident students who are recipients of the Oklahoma State Regents’ Academic Scholars Program scholarship in an amount that, when added to the State Regents’ cash award and any other state or federal financial aid for which the student qualifies, is sufficient to comply with the provisions of Title 70, O. S. 2005 Supp., § 2403 (C) and (E). Eligible recipients may be granted waivers of tuition for up to five (5) years of undergraduate and/or graduate study.
- g. Waiver for Regional University Baccalaureate Scholarships. The regional universities shall waive resident tuition for recipients of a Regional University Baccalaureate Scholarship in an amount that, when added to the State Regents’ cash award and any other state or federal financial aid for which the student qualifies, shall comprise a scholarship sufficient to cover the cost of tuition, fees, room, board, books, and supplies required for courses.
- h. Waiver for Students in Custody of the Department of Human Services (Independent Living Act). As established in 70 O. S. § 3230 (2001), State System institutions are authorized to waive the resident tuition for any eligible Oklahoma resident who, within the past three (3) years, has been in the custody of the Department of Human Services for any nine (9) of the twenty-four (24) months after the individual’s sixteenth (16) birthday and before the individual’s eighteenth (18) birthday. To be eligible, the resident must have graduated within the previous

three (3) years from a high school accredited by the State Board of Education, the Oklahoma School of Science and Mathematics, or, upon approval of the State Regents, a public high school in a state bordering Oklahoma in which the student enrolled with approval of the State Board of Education as provided in Title 70, O. S. 2005 Supp., § 8-103, or has completed General Educational Development (GED) requirements. The eligible student must be pursuing studies in this state leading to an associate or baccalaureate degree or studies in a postsecondary Career Tech program or course offered pursuant to a duly approved cooperative agreement between an area Career Tech school and an institution which is a member of The State System. To retain eligibility, the student shall maintain good academic standing and satisfactory academic progress and comply with the standards related to maintenance of eligibility as promulgated by the State Regents. The student shall be eligible for such waivers up to the age of twenty-six (26) years or upon completion of the requirements for a baccalaureate degree, whichever comes first.

- i. Waiver for Active Duty Military Personnel and Their Dependents. State System institutions shall waive the nonresident tuition of active-duty military personnel stationed in Oklahoma, of their spouses, and of their dependent children so long as the military personnel are stationed in the state in full-time military service and under military orders. Dependents of military personnel who have not established residency according to the provisions in State Regents' policy statement on Residence Status of Enrolled Students in the Oklahoma State System of Higher Education may continue their eligibility for the waiver if the military personnel are subsequently stationed out-of-state.
- j. Waiver for Oklahoma National Guard Students.
 - i. Goals of the Program. The Oklahoma National Guard Tuition Waiver is established as an incentive for qualified young men and women to join the Oklahoma National Guard and as a means to retain skilled, productive citizens within the state.
 - ii. Requirements for Program Eligibility. A student who is a member of the Oklahoma National Guard shall be eligible for a full resident tuition waiver, provided the student:
 - is a bona fide member of the Oklahoma National Guard at the beginning of the semester for which he/she is applying for a waiver or by the waiver application deadline determined by the institution and the Educational Service Office of the Oklahoma Military Department;
 - has been certified as a member in good standing by the Adjutant General;
 - is an Oklahoma resident; Nonresident students who are actively participating members of the

- Oklahoma National Guard may be eligible for a waiver of the nonresident portion of tuition or will be charged the resident tuition rate only, dependent upon the tuition rate structure approved for the institution they are attending;
 - does not currently hold a baccalaureate or graduate degree;
 - meets all admission and retention requirements of the institution; and
 - maintains a cumulative grade point average (GPA) of a minimum of 2.00.
- iii. Certification of Eligibility. The student is required to coordinate each semester for which he/she is applying for the waiver with his/her Unit Administrator for application under the OKARNG Regulation 621-202 or the OKAGN Regulation 621-202 requirements. These regulations outline the application process used to certify that the student is in good standing with the National Guard and that the National Guard member agrees to abide by all program rules and procedures. The student should contact their Unit Administrator/Commander for participation in the program each semester by the following dates preceding the term in which the student is enrolling:
 - Summer Semester – June 15th;
 - Spring Semester – January 31st;
 - Fall Semester – August 31st.

The official certification listing will be provided to the institutions by the Education Service Officer of the Oklahoma Military Department within two weeks of the published filing dates for each semester as defined above. Students whose names do not appear on the official certification listing will not be eligible for a waiver for that semester.
- iv. Enrollment Requirements. A student meeting all of the program eligibility requirements will be awarded a full resident tuition waiver, provided the student:
 - is enrolled in a program of study in an Oklahoma State System college or university leading to an associate degree or a baccalaureate degree;
 - is enrolled in a minimum of three (3) semester credit hours. The student may meet enrollment requirements either at a single institution or more than one institution in the Oklahoma State System of Higher Education; and,
 - has submitted a plan for the completion of his/her degree with the Oklahoma National Guard.
- v. Fiscal Aspects of the Program.

- The waiver will be awarded to students in programs leading to a baccalaureate or associate degree. Waivers will not be awarded for programs leading to a certificate, continuing education courses, or vo-tech courses which are not counted towards a degree program at another institution.
 - The waiver will cover resident tuition for all courses for which resident tuition is charged. The student is responsible for all other fees: mandatory fees, special course fees, student activity and facility fees, assessment fees, and others.
 - Concurrently enrolled high school students are not eligible for this tuition waiver.
 - The tuition waiver is not applicable to professional programs which do not require an earned degree.
 - A student may receive a waiver for a maximum of eighteen (18) semester credit hours each semester, until the student has met the requirements for a bachelor's degree.
 - A student may not receive a waiver for courses completed in a prior semester; that is, a student must apply for the waiver during the semester in which he or she is enrolled by the deadline determined by the institution and the Educational Service Office of the Oklahoma Military Department. If a student fails to maintain a minimum GPA of 2.00 during a semester, he/she will be ineligible for a waiver in subsequent semesters until the student's cumulative GPA returns to a minimum of 2.00. Once the student's GPA has returned to 2.00 or higher, the student may apply for a waiver in the next semester.
 - The State Regents have approved a policy exception for the National Guard Tuition Waiver regarding provisions on financial need, on distribution of awards across fields of study and levels of students and on the budgetary limitation.
- vi. Institution Responsibilities.
- The Education Service Officer of the Oklahoma Military Department shall establish a deadline each semester for turning in the Certification of Eligibility as application for the waiver.
 - The institution will report all hours and dollars waived at the end of each academic year. All hours from which the student withdraws

subsequent to the add/drop period may be billed to the student and be ineligible for a waiver.

- The Ardmore Higher Education Center, will be responsible for reporting the number of credit hours waived for each National Guard member to each institution that provides courses at the center. The center's report to the State Regents' office should reflect only that portion of hours and dollars waived for which the center is responsible.
- vii. National Guard Responsibilities.
- The National Guard will monitor student progress in the completion of the degree.
 - The National Guard shall make available information materials including the application deadline and Statement of Understanding and Certificate of Basic Eligibility to National Guard members.
 - The National Guard shall coordinate the circulation of the official certification listing of eligible students with State System institutions and determine the appropriate filing deadlines for the student in submitting his or her approved application prior to or early in each semester.
- viii. Allocation of Funds. For reimbursement purposes, each institution is responsible for waiving tuition for a minimum number of credit hours each academic year, based on total undergraduate enrollment as shown below:

Undergraduate FTE	Minimum Hours Required for Reimbursement Eligibility
10,000 or greater	750
5,000 to 9,999	450
4,999 or less	300

Funds will be distributed to the institutions with the allocation of state appropriations for the next fiscal year on a prorated basis according to the number of credit hours waived in excess of the minimum commitment in the previous academic year.

(Approved June 28, 1995. Revised April 11, 1997; June 30, 2005; and June 29, 2006.)

- k. Waiver for Concurrently Enrolled High School Seniors. State System institutions shall waive up to six (6) credit hours of resident tuition per semester or summer term for all eligible high school seniors concurrently enrolled. Students will be responsible for any applicable fees as well as the cost of books and supplies. State Regents will reimburse institutions for the resident tuition portion of these scholarships, subject to availability of state appropriations. Student eligibility will be

governed by State Regents' admissions policy; provided, "high school senior" means a student who has completed the junior year but who has not yet graduated from high school.

4. Scholarships so granted shall be gratuities and the student shall not be required to perform services in return for the award.
5. Institutions shall report to the State Regents on an annual basis the number of students and the amount of tuition waivers granted.

B. Nonresident Tuition Waiver Scholarships

1. Any institution in The State System may award a scholarship that includes a waiver of a portion of the nonresident tuition as provided in 70 O. S. § 3226 (2001), which amount shall not exceed the difference between nonresident tuition and the amount paid by resident students.
2. Institutions shall report to the State Regents on an annual basis the number of students and the amount of nonresident tuition waivers granted.

4.18.6 Waiver of Fees

- A. Institutions may establish procedures for waiving of fees for students who are enrolled in courses offered on a non-standard schedule.
- B. Institutions shall waive fees for courses offered under a contract with business, industry, military, and governmental entities pursuant to the State Regents' Policy on Contract Credit Course Fees as outlined above.
- C. Institutions in The State System are authorized to establish policies that waive mandatory fees for students enrolled in off-campus, electronic media, and correspondence courses. Generally, fees for campus services and activities not available to students due to time and distance may be waived if the institution determines the waiver is in the best interests of the student and the institution.
- D. Fees may be neither assessed nor waived unless authorized by general policy or by specific authorization of the State Regents.

Approved by the State Regents for Higher Education on January 30, 1961. Revised on June 17, 1966; April 29, 1968; September 17, 1973; September 22, 1975; July 26, 1976; March 27, 1978; May 21, 1982; September 28, 1983; March 26, 1985; September 18, 1989; December 17, 1990; March 12, 1992; June 28, 1995; May 31, 1996; June 29, 2001; May 30, 2003; May 28, 2004; June 30, 2004; June 30, 2005; March 23, 2006; June 29, 2006 and April 17, 2008.

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #12-a:

Contracts.

SUBJECT: Renewal of an annual contract with an Independent Investment Consulting Firm.

RECOMMENDATION:

It is recommended that the State Regents approve Hammond Associates Institutional Fund Consultants, Inc. to serve as the Investment Consultant for a term beginning April 1, 2008, through March 31, 2009, with an option to renew on an annual basis for a period of up to three additional years.

BACKGROUND:

The State Regents as fiduciary are charged with the investment of funds for the endowed chairs, professorships and lectureships at Oklahoma public colleges and universities. Additionally, the Regents serve as fiduciary for the investment funds of the Academic Scholars Trust Fund, and the Retirement & Reserve Funds. Collectively these investments represent approximately \$400 million in market value.

A formal request for proposal (RFP) process was used to solicit proposals with an award for investment consulting services to be made to the firm considered to be a qualified vendor whose proposal is determined to be in the best interest of the State Regents. The RFP invited proposals for conducting full investment consulting services to include advice on asset allocation policy, recommendations on fund managers and performance analysis and reporting. In April 2007, the State Regents' approved the selection of Hammond and Associates to serve as the investment consultant with an annual renewal option for up to four years.

RECOMMENDATION:

It is the recommendation of staff that we retain the services of Hammond and Associates for a contract period through March 31, 2009, for investment consulting on the Endowed Chairs, Academic Scholars and the Retirement Trust funds. This action results in the renewal option of year one of the original proposal accepted in the contract dated April 1, 2007.

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #12-b:

Contracts.

SUBJECT: Approval of Letter of Agreement with Center for Parent Leadership

RECOMMENDATION:

It is recommended that the State Regents approve the Letter of Agreement between the Center for Parent Leadership (The Prichard Committee for Academic Excellence Inc.) and Oklahoma GEAR UP to provide training and associated materials in 2008 for leadership development of parents in Oklahoma.

BACKGROUND:

The State Regents' Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) project was created to significantly increase the number of students who are prepared to enter and succeed in postsecondary education. Early intervention services are a required component of GEAR UP projects, including activities that foster and improve parent involvement and promote the advantages of a college education, academic admission requirements and the need to take college preparation courses. The Center for Parent Leadership (an assumed name of the Prichard Committee for Academic Excellence, Inc.) located in Lexington, Kentucky trains parents to support and advocate for student achievement and reform in local school districts. Since 1997, over 1,300 parents in Kentucky, and other states have received training and support through this program. The Center for Parent Leadership has a growing national reputation and is supported by individuals, corporations and primarily by national foundations such as the Ford, Kellogg, BellSouth, Casey, Pew, Edna McConnell Clark, and Wallace-Readers Digest foundations.

POLICY ISSUES:

The provision of parent training is a designed strategy of the 2005 GEAR UP project proposal to the U.S. Department of Education, along with college access information, professional development for teachers and school counselors, grants to eligible school districts and outreach to community and faith-based organizations. While other academic preparation information for parents is offered through the GEAR UP grant, elements of the Center for Parent Leadership's program are copyrighted (including workshop materials), and therefore, can only be provided exclusively by the Center for Parent Leadership. GEAR UP is in compliance with agency procedures for purchase of services and materials.

ANALYSIS:

In Phase II (2005-2011) of its project, GEAR UP is partnering with Center for Parent Leadership and is purposing the following training for program facilitators and parent leaders, with the option for expansion of training sessions in 2009-2010. In the summer and fall 2008 Center for Parent Leadership will provide the following training exclusively for Oklahoma GEAR UP.

WORKSHOP NAME	DURATION	DATE
Program Preparation Design	Six Days	April, May & July, 2008
Parent Leadership Training of Trainers	One Week	August 18-22, 2008
Parent Training	Two Days	September.25-26, 2008
Parent Training	Two Days	October 23-24, 2008
Parent Training	Two Days	November 20-21, 2008

In a letter of agreement, the Center for Parent Leadership has described its provision of a certified consultant for each training session. The Center for Parent Leadership consultants have been identified and trained by the organization in the delivery of curriculum that ensures consistent high quality training and involvement of parents. This curriculum is developed by Center for Parent Leadership for Oklahoma students, schools and parents and is designed using state specific data.

Total funding for the Oklahoma parent institute services and deliverables is \$126,300 federal dollars - all derived from the State Regents' current GEAR UP grant award. No state dollars are involved.

**AGREEMENT BETWEEN
THE CENTER FOR PARENT LEADERSHIP AND
OKLAHOMA GEAR UP**

This Agreement is entered into on this the 18th day of March, 2008, by and between The Center for Parent Leadership (an assumed name of The Prichard Committee for Academic Excellence, Inc. (A Kentucky Corporation), and Oklahoma State Regents for Higher Education, Oklahoma, OK.

WHEREAS, The Center for Parent Leadership (hereinafter "CPL") has agreed to provide the services to OSRHE, (hereinafter "Client") according to the proposal (hereinafter "Proposal") submitted by CPL to Client and Client desires to obtain said services from CPL;

WHEREAS, CPL is the owner of certain copyrights, trademarks and intellectual property rights in certain materials, publications and other items which by this Agreement it will allow Client to use for the express purposes and under the express limitations set forth in this Agreement;

WHEREAS, this Agreement will set out the geographical area(s) that Client will have the right to use the Parent Leadership Institute curriculum and materials, which may be expanded if agreed to by the parties to this Agreement;

1. **SCOPE OF WORK.** CPL will provide the services, materials and other deliverables and the Client will provide the deliverables as set forth in the CPL Proposal dated December 18, 2007 which is hereby incorporated by reference and is attached hereto as Exhibit A.

CPL agrees that Client shall have the exclusive right to use the Parent Leadership Institute curriculum and materials in the original or pilot scope of work. The exclusivity provisions relative to the expansion of the program into additional geographic areas, if applicable, are contained within paragraph 10 herein.

2. **PAYMENT.** Payment shall be made to the Center for Parent Leadership:

At specified dates corresponding to targeted phase completion, i.e.

- a. Phase I (\$1,000) by January 30, 2008
- b. Phase II (\$13,400) by March 15, 2008
- c. Phase III-A (\$20,000) by April 30, 2008
- d. Phase III-B (\$16,800) by June 15, 2008
- e. Phase IV-A (\$28,600) by August 15, 2008
- f. Phase V-B (\$20,000) by October 31, 2008.

Client shall not be entitled to a reduction in the fees set forth in the Proposal if attendance is not of the number of people planned for in the Proposal. Should Client desire copies of materials in addition to the quantity of materials to be provided as set forth in the Proposal, Client shall pay CPL for additional copies. If any amount remains delinquent thirty (30) days after its due date, CPL may add an additional 1.5 % per month interest, or the maximum permitted under Oklahoma law, whichever is less after the due date.

Payments shall be made to Center for Parent Leadership/The Prichard Committee, P.O. Box 1658, Lexington, Kentucky 40588-1658. The Prichard Committee's Federal I.D. No. is 61-1026214.

Client acknowledges that CPL has a legitimate interest in the proper training of trainers (those who provide training to parents) so to maintain the quality of the trainers and CPL's product. Accordingly, the Client agrees that, in the event it desires to have additional trainers not set forth in the Scope of Work in Exhibit A, it must secure the services for the training of trainers from CPL. Client agrees that it will not attempt to train its own trainers or have any other person or entity, including its own trainers, to train its trainers. CPL will provide these training services to Client for a fee to be agreed upon by the parties at the time that the services are requested. This requirement survives this Agreement as long as Oklahoma GEAR UP offers the Parent Leadership Institute.

3. **OWNERSHIP OF COPYRIGHT AND INTELLECTUAL PROPERTY:** All materials and products, including manuals, processes, curriculums, software programs, etc, created or produced by CPL for Client or delivered by CPL to Client relating to this Agreement shall be the sole and exclusive property of CPL. None of these materials may be copyrighted, patented, copied, disseminated, reproduced or otherwise encumbered by Client for any use or purpose not expressly set forth in the Proposal without the express, written permission of CPL. The parties acknowledge that for all such materials and products CPL is not transferring ownership to Client but that Client may use the materials for the express purposes set forth in the Proposal. If expressly set forth in the Proposal, Client may make copies of the materials and products for continued training of its staff, employees, parents or targeted audience however the training and dissemination of these materials by Client to individuals not included in the Proposal is strictly prohibited. The parties acknowledge that this provision protects CPL's intellectual property rights to its property, that it is intended to prevent the unauthorized use of CPL's property, whether or not for economic gain, by anyone not contemplated by the Proposal, however it permits Client to use the property for all purposes set forth in the Proposal. Should Client desire to use CPL's property identified herein for purposes not included in the Proposal, including use outside the geographical area of the Proposal, Client shall advise CPL of its desire for additional use/s and Client may expand the use/s once the parties have agreed to the use and any compensation to CPL required for this expanded use. If Client reproduces the materials as permitted by this Agreement, the materials shall contain the CPL copyright information and information identifying the materials as being produced by CPL as CPL has originally labeled them. Client shall not place its logo or copyright information on the materials provided and produced by CPL. For any materials that are owned by or produced by CPL or Client which are to be used in connection with the services set forth in the Proposal, CPL and Client agree that, if they desire to protect their rights in the work, each separate party shall identify their separate materials with the party's copyright notice and logo if desired. Neither party shall place a copyright notice or logo on the other party's materials. If a compilation of materials is assembled for any purpose of the Proposal which includes copyrighted works of both parties, the parties agree that they will create cover pages which will identify the workshop and that there are copyrighted materials contained in the compilation. The parties attach Exhibit B hereto which sets forth a sample of the cover pages the parties anticipate using in this matter which will give proper attribution to the included materials.

4. **GEOGRAPHICAL AREA:** CPL and Client agree that Client shall have the express permission of CPL to use the materials and perform the training within the geographical area set forth in the proposal, Exhibit A attached hereto. CPL and Client may also agree that Client may expand the geographical area to which this Agreement applies, if the expansion is set forth in Exhibit A attached hereto. The expansion may occur simultaneously with, overlap or follow the initial scope of this proposal. If CPL and Client agree to an expansion of the program after the execution of this Agreement, the parties shall enter into a supplemental agreement setting forth the scope of the work to be performed, the geographical area applicable, the fees and expenses associated with the additional work and any other terms and conditions related to the additional work.

5. **INJUNCTIVE RELIEF.** Should Client violate the provisions of paragraph 3, notwithstanding the provisions set forth in paragraph 8, Contractual Disputes, herein, CPL shall have the right to request injunctive relief, temporary and permanent, and any and all other legal relief including the recovery of resulting damages from Client in any Court of competent jurisdiction. Additionally, to the extent permitted by Oklahoma law, CPL shall have the right to reimbursement of its costs, expenses and reasonable attorney fees associated with this action in the event CPL is the prevailing party. Should Client violate the provisions of this paragraph, it acknowledges that injunctive relief is appropriate and necessary to CPL for the protection of its rights in its materials and products.

Should either CPL or Client violate the provisions of paragraph 9 of this Agreement, notwithstanding the provisions set forth in paragraph 8, Contractual Disputes, herein, the party whose rights are violated shall have the right to request injunctive relief, temporary and permanent, and any and all other legal relief including the recovery of resulting damages from the violating party in any court of competent jurisdiction. If the party seeking enforcement of this provision prevails in a legal action, that party, to the extent permitted under Oklahoma law, shall have the right to reimbursement of its costs, expenses and reasonable attorney fees associated with that action from the violating party. If either party violates the provisions of paragraph 9 herein, the violating party acknowledges that injunctive relief is appropriate and necessary for the protection of the other party's rights in its confidential information.

6. **TERMINATION OF CONTRACT FOR DEFAULT:** If, through any cause, CPL shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if CPL shall violate any of the provisions of this Agreement, Client shall notify CPL in writing that it is deficient or has breached its obligations under this Agreement. The notice shall provide CPL a description of the deficiency or breach. CPL shall have thirty (30) days in which to remedy the deficiency or breach from the date of the notice. If CPL does not adequately remedy the deficiency or breach, Client shall have the right to terminate this Agreement which shall be effected by providing written notice to CPL specifying the effective date thereof and which shall be provided at least five (5) days before the effective date of such termination. In such event CPL shall be entitled to receive just and equitable compensation for any satisfactory work completed prior to the date of termination.

If, through any cause, Client shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if Client shall violate any of the provisions of this Agreement, CPL shall notify Client in writing that it is deficient or has breached its obligations under this Agreement. The notice shall provide Client a description of the deficiency or breach. Client shall have thirty (30) days in which to remedy the deficiency or breach from the date of the notice. If Client does not adequately remedy the deficiency or breach, CPL shall have the right to terminate this Agreement which shall be effected by providing written notice to Client specifying the effective date thereof and which shall be provided at least five (5) days before the effective date of such termination. Notwithstanding the foregoing, if Client fails to make a payment or payments when due according to paragraph 2 of this Agreement, CPL may terminate this Agreement immediately. If CPL terminates this Agreement pursuant to this paragraph, CPL shall be entitled to receive just and equitable compensation for any work completed prior to the date of termination.

7. **CONTRACT ALTERATIONS:** No alterations in the terms of this Agreement shall be valid or binding upon Client or CPL unless made in writing and signed by the Client's and CPL's officers.

8. **CONTRACTUAL DISPUTES:** With the exception of violations of the provisions of paragraph 3, Ownership of Copyright, herein, any unresolved dispute or controversy arising under this Agreement shall first require good faith efforts of both parties to this Agreement to resolve without further proceedings. Should those good faith efforts not be successful in resolving the dispute, the parties shall submit the matter to nonbinding mediation to be conducted within 30 days of the date that either party determines the dispute is not able to be resolved by the efforts of the parties without assistance. The mediation shall occur within Oklahoma County, Oklahoma, by a mediator agreed to by the parties and the costs of the mediation shall be shared equally by the parties. Each party shall pay its own attorney fees, if any, associated with the mediation. If the mediation is not successful in resolving the dispute, the parties shall resolve the dispute solely by means of nonbinding arbitration in Oklahoma County, Oklahoma according to the rules of the American Arbitration Association then in effect. The arbitrator shall not have the authority to add to, detract from or modify any provision of this agreement nor to award any punitive damages to any damaged party. The costs of the arbitration shall be borne by the party or parties not substantially prevailing in such proceeding. Each party shall be required to pay its own attorney fees however the arbitrator at the conclusion of the arbitration may in his/her discretion award reasonable attorney fees to the party substantially prevailing.

9. **CONFIDENTIALITY:** CPL shall not, except as authorized by Client, or required by CPL's duties under this Agreement, use for CPL's own benefit or gain any confidential information of Client or divulge to any persons, firm, company or other organization whatsoever any confidential information belonging to Client or relating to Client's affairs or dealings which comes to CPL's knowledge as a result of this Agreement. Confidential information is information that Client designates and marks as confidential.

Client shall not, except as authorized by CPL, or required by Client's duties under this Agreement, use for Client's own benefit or gain any confidential information of CPL, or divulge to any persons, firm, company or other organization whatsoever any confidential information belonging to CPL or relating to CPL's affairs or dealings which comes to Client's knowledge as a result of this Agreement. Confidential information is information that CPL designates and marks as confidential.

Confidential information shall not include: (1) information that is or becomes publicly known through no action of the receiving party, or (2) information that is known to the receiving party at the time the information is received from the disclosing party, or (3) information that becomes known to the receiving party by disclosure from

a third party who, to the receiving party's knowledge, had not obtained the information in violation of any confidentiality agreement with the disclosing party, or through some unlawful or fraudulent method.

Client is a governmental entity of the State of Oklahoma, by virtue of which it is subject to the Oklahoma Open Records Act ("ORA"), codified at 51 O.S. § 24.A.1 *et seq.* The parties agree that any provision of this Agreement that conflicts with the ORA is ineffective. Client does undertake to protect proprietary information provided by CPL to the full extent permitted by the ORA.

10. **EXPANSION OPTION:**

_____ This Agreement shall include the Expansion _____ (Initials)
Option set forth in this paragraph 10. _____ (Initials)

_____ This Agreement shall not include an Expansion _____ (Initials)
Option set forth in this paragraph 10. _____ (Initials)

a. **Scope Of Work.** CPL will provide the services, materials and other deliverables and the Client will provide the deliverables as set forth in the Expansion Option Exhibit A which is hereby incorporated by reference.

b. **Term.** The term of this Expansion Option:

begins on the 18th day of March, 2009 and be for a period of one (1) year, with two (2) one-year renewal options with written approval of both parties;

If the services of this Expansion Option do not overlap the initial services to be provided pursuant to this Agreement, it is agreed to by CPL and Client that at the beginning of the term of this Expansion Option the services to be provided by CPL to Client pursuant to the initial scope of work have been satisfactorily completed.

c. **Payment.** The payment by Client to CPL of the annual fee for services rendered by CPL pursuant to this Expansion Option shall be paid by client on a quarterly basis. The fee for services is set forth in Expansion Option Exhibit A attached hereto. Expenses shall be paid by Client to CPL when billed by CPL to Client.

d. **Exclusivity.** So long as Client is not in breach of any of the terms of the Agreement and is making constructive efforts to expand into the geographical area identified in Exhibit A hereto, CPL agrees that Client shall have the exclusive right to expand the use of the Parent Leadership Institute curriculum and materials into the geographical area set forth in Exhibit A, subject to the terms and conditions of the Agreement. If CPL is not satisfied that Client is making constructive efforts to expand the use of the Parent Leadership Institute curriculum and materials into the geographical area identified in Exhibit A, CPL may request Client, in writing, to identify the efforts that it is making toward such expansion. In its sole discretion, CPL may determine whether such expansion efforts are satisfactory. In making this determination CPL will use, among other factors, criteria such as the number of notebooks purchased and whether an Institute is scheduled (with a date set and parents recruited) within six (6) months following the date of CPL's written request. In its sole and exclusive discretion, CPL may continue Client's exclusive rights to the geographical area identified in Exhibit A hereto or reduce or eliminate the geographical area identified in Exhibit A.

11. **FLOW DOWN PROVISION:** If by virtue of this Agreement, any obligations of Client from any federal, state or local law, from any contract of Client or from any other source become obligations of CPL, Client shall notify CPL of those obligations prior to the execution of this Agreement.

12. **GOVERNING LAWS:** It is agreed that this Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma. Any and all mediation and arbitration proceedings shall apply Oklahoma law.

13. **ASSIGNMENTS OF RIGHTS AND OBLIGATIONS:** The rights and obligations of each party to this Agreement may not be assigned or transferred to any other person, firm, corporation, or other entity without the prior, express and written consent of the other party.

14. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement between the parties, and no statements, promises, or inducements made by either party or agent of either party that are not contained in this Agreement shall be valid or binding.

15. **BINDING EFFECT:** This Agreement shall bind and inure to the benefits of the respective heirs, personal representatives, successors, and permitted assigns of the parties.

16. **EXCUSABLE DELAY:** Neither party shall be liable for any failure to perform, or delays in the performance of the party's obligation under this Agreement, if such delays or failures are due to strikes, inclement weather, acts of God, war or other causes beyond the reasonable control of the responsible party.

17. **NOTICES:** Any notices required herein shall be sent to each party at the addresses and to the addressee listed below unless address or addressee is changed by written notification by the appropriate party.

To CPL: THE CENTER FOR PARENT LEADERSHIP,
THE PRICHARD COMMITTEE FOR ACADEMIC EXCELLENCE, INC.
P.O. Box 1658
Lexington, KY 40588-1658
Facsimile: (859) 233-0760
ATTN: Beverly Raimondo

To Client: OKLAHOMA GEAR UP
P.O. Box 108850
Oklahoma City, OK 73101-8850
Facsimile: 405-225-9230
ATTN: Jolynn Horn

18. **SURVIVABILITY:** The provisions set forth in this Agreement in paragraphs 3 (Ownership of Copyright and Intellectual Property); 5 (Injunctive Relief); 9 (Confidentiality); and the paragraph entitled Indemnification, shall survive the termination of this Agreement.

NOW, THEREFORE, in accordance with the terms, conditions, and clauses herein, and for other valuable consideration, the parties hereto have set forth the following signatures this ____ day of _____, 200__.

**CENTER FOR PARENT LEADERSHIP,
THE PRICHARD COMMITTEE FOR
ACADEMIC EXCELLENCE, INC.**

BY: _____
ITS: _____

CLIENT:

**OKLAHOMA STATE REGENTS HIGHER
EDUCATION**

BY: _____
ITS: _____

EXHIBIT A
PROPOSAL to OKLAHOMA GEAR UP
FOR A PARENT LEADERSHIP INSTITUTE
December 14, 2007
(Revised December 18, 2007)

The Center for Parent Leadership (CPL) at the Prichard Committee for Academic Excellence, Lexington, Kentucky is pleased to submit this proposal to Oklahoma GEAR UP (OKGU) for leadership development of parents in Oklahoma. It is understood that the target date for a parent leadership institute is the summer, 2008.

The Center for Parent Leadership bases its work on a set of beliefs and knowledge of current research about parent engagement. CPL believes that parents love their children, want positive educational experiences for them, and can make a difference. CPL believes that when parents are given good information, especially achievement information, they will hold schools accountable for achieving high standards, which is a parent's responsibility as a citizen. CPL knows that when parents are involved at home and at school, children do better in school and the schools improve. We also know that parents and schools must work together, but to do that schools need help involving parents and parents need information and skills. CPL, through its parent leadership work, enables parents to gain information and develop skills to help their own children at home and to work with other parents as partners with schools to address achievement needs in their schools and district.

ORGANIZATION CREDENTIALS

The Center for Parent Leadership is a consulting effort of the Prichard Committee for Academic Excellence in Kentucky. The Prichard Committee has a twenty-five-year history as a citizens' education advocacy organization and a ten-year track record with the Commonwealth Institute for Parent Leadership (CIPL). The Prichard Committee was labeled "the nation's premier education advocacy organization" by *Education Week* (2002) and the Commonwealth Institute for Parent Leadership has been widely praised and honored in Kentucky and nationally for its substance and quality. CIPL now forms the basis for, but not the only work of, the Center for Parent Leadership (CPL).

The Prichard Committee engages citizens in the work of improving schools. Specific work includes:

- Research and published recommendations for improving education at all levels -- leading to sweeping reform; on-going monitoring and discussions with educators and opinion leaders,
- A statewide Town Forum that attracted 20,000 concerned citizens in 1984 and created political momentum for sweeping reform,
- Creation of over 66 Community Committees for Education, from 1991-1995, to support the KY Education Reform Act of 1990,
- Convening of 100 citizen members regularly to focus on improved education through task force work,
- Campaigns for public support of education issues and initiatives, such as the current Strong Start Kentucky: Quality Pre-K for Every Child campaign in 2007,
- Help for parents and others to become more involved in schools through structured but informal conversations called "Parents and Teachers Talking Together," with over 12,000 participants, and through the Commonwealth Institute for Parent Leadership.

The Commonwealth Institute for Parent Leadership (CIPL) trains and organizes parent leaders as informed, skilled partners to work with educators to improve schools. Specific results include:

- 1362 parents (fellows) who have completed the six-day CIPL sessions since 1997 and learned to gather and evaluate accountability data so they can identify needs and offer solutions,
- On-going support for parent/citizen-driven efforts to partner with schools through the involvement of other parents in school-based projects,
- Over 650 fellows who serve on school-based decision making councils or committees; thirty-six who serve on local school boards,
- Skilled staff members/trainers who provide on-going support and mentoring to fellows and maintain a network of parent-citizens who contact administrators, school board members, and legislators regarding education issues,
- Parent leaders working with other parents to change the face of parental involvement in schools in meaningful ways.

Using the Commonwealth Institute for Parent Leadership as its base, the Center for Parent Leadership began offering consulting and training outside Kentucky in 2002. It has provided:

- Consulting to customize and develop full-scale institutes in MS, NC, FL, DE, TX, OH, MI, KS, and Washington, DC
- Turn-key CIPL training in WV,
- Customized seminars and workshops for multiple clients nationwide,
- Consulting on advocacy and community organizing in PA, IL, IN, CA, and for the Gates Foundation

Staff of the Prichard Committee, CIPL, and CPL includes concerned citizens from various professions other than education, who are parents committed to the mission of advocating for improved education for all.

Center for Parent Leadership process:

For full institute replication, the Center for Parent Leadership (CPL) employs a train-the-trainer model to:

- Develop the client's capacity to continue to offer substantive training to parents;
- Ensure trainers are as diverse as the client's target parent population;
- Support and monitor the first institute replication and provide on-going updates and training for subsequent institutes outside the geographical reach of the first institute.

CPL works extensively with the client organization to prepare it to plan a full six-day pilot institute, recruit and select parents for the institute, put processes and procedures in place, and adapt the curriculum to the location (30% of the CIPL curriculum requires adaptation). In addition CPL provides initial coaching training for those working with the parents and intense train-the-trainer sessions for up to five client-identified trainers. Clients contract with CPL for additional training of trainers as the need arises, after the initial five, and for geographical expansion beyond the first institute location. (Details of a four-phase process and of a statewide expansion process are below).

Deliverables include a planning notebook, a sample participant notebook, training notebooks for each trainer, and the Power Point presentations used in training. Clients purchase participant notebooks for each parent leadership institute participant at a cost of \$125 per notebook.

Results:

Results of full institute replication since 2002 include:

- Parents for Public Schools, Jackson, MS
 - 84 parents – 93% African-American, 20% male
 - One African-American and 3 white trainers
- Broward County Urban League, Ft. Lauderdale, FL
 - 26 African-American parents

- Four African-American trainers
- Charlotte Advocates for Education, Charlotte, NC
 - 61 parents – 51% African-American, 3% Hispanic, 11% male
 - One African-American and 2 white trainers
- Rodel Foundation, Wilmington, DL
 - 50 parents – 68% African-American, 10% Hispanic, 14% male
 - Three African-American, one white, and one Hispanic trainers
- Parents for Public Schools, Waco, TX
 - 26 parents – 35% African-American, 46% Hispanic, 23% male
 - One African-American, two Hispanic, and two white trainers
- P.E.A.R.L.S., Bradenton, FL
 - 17 parents – 35% African-American, 29% Hispanic, 6% male
 - Two African-American and two white trainers
- In 2007, institutes were replicated in:
 - Parents for Public Schools, Cincinnati, OH
 - 29 parents – 72% African-American, 3% Hispanic, 21% male
 - Three African-American and two white trainers
 - Michigan Foundation for Education Leadership, Battle Creek/Lansing/Jackson, MI
 - 23 parents, 78% African-American, 22% male
 - One African-American and three white trainers.
 - Olathe Public Schools, Olathe, KS
 - 32 participants – 13% African-American, 1% Hispanic, 34% male
 - One African-American, two Hispanic, and five white trainers.

PROPOSAL

Parent Leadership Institute adaptation/replication:

CPL proposes to work with Oklahoma GEAR UP (OKGU) to train trainers and build its capacity to offer substantive parent involvement and leadership training to parents in Oklahoma. This will enable a pilot parent leadership institute replication so OKGU conducts the first institute with CPL's attendance to provide advice, monitoring, and assistance as needed. Work to accomplish this is provided in phases, usually extending over nine to fifteen months, for one pilot institute.

Phase I: Parent Leadership Program pre-engagement—(\$1,000)

- Full-day workshop and/or information meeting with board, staff, relevant parties to present and sell the concept or announce the project
- Provide initial budget considerations – costs for staffing, materials, etc.
- Work through contract details with stated deliverables

Note: With contract execution by January 31, 2008, this fee will not be charged and will be considered part of the CPL cost share/match.

Phase II: Parent Leadership Program preliminary prep and planning—(\$13,400)

- Establish a structure to ensure the two organizations accomplish the work through two visits to OK by two CPL personnel; one for two visits, one for one visit
- Establish planning group and decide how to plan for the district
- If needed, assist in identifying and assessing funding sources
- Identify basic program structure, staffing, and logistics; begin discussion of policies/procedures
- Assess local school reform environment, data availability and accessibility
- If needed, provide focus group format for obtaining parent input

- Provide staffing guidance

Phase III: Parent Leadership Program design – (\$36,800)

- Work with OKGU to accomplish the complete design through two visits by one CPL staff member
- Provide guidance for trainer hiring and training
- Identify general curriculum design parameters
- Align and adapt (about 30% of) the Commonwealth Institute for Parent Leadership curriculum (curriculum synopsis attached)
- Assist in development of the local “education story” and the identification of a local trainer to present it during the institute
- Conduct a final curriculum review
- Develop an institute session structure along with a support and coaching process
- Provide marketing considerations/plans
- Develop parent recruitment strategies and other policies/procedures
- Provide institute “Planning Guide” notebook with forms, samples, design tools, etc.
- Determine program continuation plans; assist with multiyear budget and funding strategy

Phase IV: Parent Leadership Program implementation -- (\$48,600)

- Provide a five-day train-the-trainers workshop in one week by two CPL staff conducting the training in OK
- Provide complete curriculum with trainer’s notes
- Attend/monitor pilot sessions and a project review through four visits by CPL personnel, 3 with one CPL staff and 1 with two CPL staff
- Provide training for coaches and establish mentoring opportunities
- Provide guidance for an on-going parent network
- De-brief pilot sessions/minor revisions to institute; general program evaluation

Note: Imbedded in the costs for the design and implementation phases is the license to use and adapt some of the Commonwealth Institute for Parent Leadership intellectual property. All other costs are based on hourly rates and expenses for design, training, and consultation. Notebooks for participants will be an additional cost and should be considered materials costs in an OKGU institute budget.

Total Cost for pilot -

\$98,800

CONSULTATION AND TRAINING ASSUMPTIONS:

A minimum number of trips/meetings are required to ensure quality
Two CPL staff members for at least one trip in each phase

Optional Phase - Parent Leadership Follow Up for pilot location – (up to one week, as needed - \$5,000)

- Review all session debriefs and provide additional preparation and support for second year of implementation
- Advise and review all session edits concerning Day 2, “State Story” and Day 5 optional workshops
- Provide one-on-one coaching sessions for selected staff (coach)

- Attend selected sessions (A and/or C) to monitor quality and new delivery
- Provide remedial training
- Provide phone support for session preparation to new staff

Purchase of this Optional Phase can occur after initial work and contract completion. This follow-up can be customized to assist a client in any way that would help with sustainability. More than 40 hours would incur a charge of \$125 per hour.

Expansion beyond the pilot institute:

Knowing there is possible interest in OKGU expanding the parent leadership institute work beyond the initial site the following is included in the proposal.

To ensure the credibility and quality of the parent leadership institute beyond the pilot session and to allow for replication in other locations in subsequent years, the Center for Parent Leadership proposes continued work/assistance with OKGU to spread the institute throughout Oklahoma. This can be a part of an initial contract with OKGU or can be a separate agreement at a later date.

This agreement will enable OKGU to have exclusive rights to expand the parent leadership work throughout the state of Oklahoma with CPL authorization to use the Parent Leadership Institute curriculum and materials, as allowed in the above section of the proposal for the pilot institute.

It is anticipated that expansion will occur over several years, but at some point will reach saturation. Therefore, this proposal covers two phases: 1) Active Expansion, and 2) Maintenance, as long as institutes are being conducted. Active expansion is expansion into areas outside the pilot (1st institute location) area. Maintenance occurs when no more expansion is planned but parent leadership institutes are continuing in established locations/regions. Transition from Active Expansion to the Maintenance phase requires mutual agreement that no further expansion will occur.

In **Active Expansion**, an annual fee ensures that OKGU will receive from CPL:

- On-going access to CPL’s continuous improvement process:
 - Training updates on curriculum changes or new institute workshops
 - Updated materials, trainer’s notes, and Power Points
 - Modified or new strategies for institute implementation
 - Networking opportunities with other clients
- Site visit for at least one new institute session (airfare for this visit is included in the expansion fee)
- Training of a new local coach in each new expansion region
- Training of additional facilitators/trainers as needed in a location identified by CPL
- On-going phone access to CPL consultant as needed
- Access to other CPL programs at 20% off the stated price (i.e., a \$4000 one-day workshop would be \$3200)
- Guaranteed cost of Participant Notebooks for three years

Total Annual Fee for Active Expansion phase - \$35,000

In the **Maintenance** phase, an annual fee ensures that OKGU will receive from CPL:

- On-going access to CPL’s continuous improvement process:
 - Training updates on curriculum changes or new institute workshops
 - Updated materials, trainer’s notes, and Power Points

- Modified or new strategies for institute implementation
- Networking opportunities with other clients
- Training of new facilitators/trainers and local coaches, as staff turnover occurs, in a central location identified by CPL
- CPL consulting on topics of their choice for up to 16 hours; additional hours will be billed at a 20% discount to the CPL hourly rate
- Access to other CPL workshops/programs at 20% off the stated price

Total Annual Fee for Maintenance Phase - \$22,500

References:

Susan Womack, Executive Director
Parents for Public Schools, Jackson, MS
601-353-1335
susan.womack@parents4publicschools.com

Shannon Griffin
Rodel Charitable Foundations
Wilmington, DE
302-571-1535 ext. 236
sgriffin@rodelfoundations.org

Kris Olson, Executive Director
Parents for Public Schools, Waco, TX
254-756-1155
ppskris@sbcglobal.net

ADDITIONAL STRATEGIC INFORMATION

Because more clarity is often needed about the substance and extent of this work, the following Proposed Deliverables are included.

Once CPL and OKGU have an opportunity to discuss this proposal in detail, it will become a part of the final contract along with the following proposed deliverables as **EXHIBIT A**.

PROPOSED DELIVERABLES
December 14, 2007
(Revised December 18, 2007)

This proposed deliverables document details the scope of the work to be completed by the Center for Parent Leadership (CPL) for Oklahoma GEAR UP (OKGU). The end product will be a pilot parent leadership institute in one Oklahoma location (client’s preferred site), with the understanding that the OKGU will adapt and use the product, with appropriate attribution to the Center for Parent Leadership throughout the pilot site area. To do this, OKGU will be required to purchase participant notebooks each year at a cost of \$125 per participant; train the trainer materials for subsequent years, as needed (training materials are included in the first year’s training), will also be purchased from CPL. The participant notebook price is guaranteed for three years. Any original materials developed by OKGU during the process of creating this institute and any current OKGU training incorporated in the institute curriculum are the property of OKGU and excluded from Section 3 of the contract.

Phase I – Pre-engagement

- One-day consulting/information meeting with board, staff, relevant parties to ensure understanding of concept and initial budget considerations
- Work through contract details and stated deliverables

CPL to Deliver	OKGU to Deliver
Information to boards/staff	Key decision-makers and appropriate staff
Initial budget details	
Contract	Signed contract

Phase II – Preliminary Preparation and Planning

- Assess local school reform environment, data availability and accessibility
- Work through how to work together organizationally
- Establish planning group and decide how to plan for the district
- Identify and assess funding sources
- Identify basic program structure, staffing, and logistics; provide focus group guidance or factor in focus group information already available
- Begin discussion of policies/procedures
- Provide staffing guidance

CPL to Deliver	OKGU to Deliver
Needs assessment/planning tool	Completed needs assessment tool including development of mission, goals, desired outcomes, etc.

Design/facilitation of focus groups or incorporate existing focus group info	Plan and complete focus groups
Timeline draft for institute design/plan of work	Co-draft timeline for institute design/plan of work
Suggestions/criteria for a planning group	Planning group
Budget suggestions	Budget
Staffing guidance, including position descriptions	Lead institute planner and parent coach
Input into curriculum needs around assessment; work w/ planning group to integrate information into program	Standards and data to be used during sessions; decision re: how to incorporate into the curriculum
Input re: data needed	Decision re: best source of state/district data
Initial plan design with timeline for use with funders	Funding and/or potential funding sources

Phase III-Parent Leadership Program Design

- Provide guidance for trainer hiring and training
- Identify general curriculum design parameters
- Align and adapt the CPL curriculum
- Conduct a final curriculum review
- Develop an institute session structure and support process
- Provide marketing considerations/plans
- Develop parent recruitment strategies and other policies/procedures
- Provide institute “Planning Guide” with forms, samples, design tools, etc.
- Determine program expansion plans; assist with multi-year budget

CPL to Deliver	OKGU to Deliver
Curriculum outline w/ training explanations	Identify other workshops to incorporate
Assistance w/ education system workshop	Workshop design for state/district system
Curriculum review	Input into curriculum review
Institute logistics details-including supplies and materials lists, site selection checklist, etc.	Session schedule; Institute supplies and materials (may delay purchase of some until month of institute; others need to be ordered early); Contract with institute location
Recruiting, application, and selection processes	Applications Selection committee process
Recruiting & orientation training	Orientation session with parent applicants
Marketing (recruiting) plan and materials suggestions	Recruiting plan Recruiting materials Recruited participants
Planning manual that includes lists, notes, letters, processes for all aspects of program design	Review and personal input; Adaptation of forms to needs
Timeline for institute design and implementation	Long-term implementation plan w/ project budget

Suggestions for staffing plan	Staffing plan, esp. for trainers
Work w/ planning team to develop evaluation of program	Evaluation tool(s)

Phase IV-Parent Leadership Program Implementation

- Provide a train-the-trainers workshop
- Provide complete curriculum with trainer’s notes and PowerPoint
- Provide participant notebooks for trained trainers
- Attend/monitor pilot sessions and project review meeting
- Provide coaching training and establish mentoring opportunities
- Create an on-going parent network
- De-brief pilot sessions/minor revisions to institute; general program evaluation

CPL to Deliver	OKGU to Deliver
Train the trainer’s session for up to 5 trainers including trainer’s notes, handouts, PowerPoint <i>Training of 5 additional trainers, plus materials, as Partner cost share/match</i>	Recruited/hired trainers **
De-briefing of training-the-trainers session	Completed evaluation tool by trainees
Participant sample notebook for trainers Masters of materials adapted to state	Additional items for notebook inclusion, including school system-specific information (data, etc) Additional handout items adapted for state, i.e., homework, scoring guide, etc.
Institute preparation checklists	Institute supplies and materials
Attend/monitor first (pilot) sessions	Institute sessions
Coaching training and on-going guidance and mentoring opportunities w/ CPL staff through the project reviews	Coach(es) to mentor participants
Project review process and agenda	Project review sessions with parents
Suggestions for on-going parent network	An on-going parent network
Post-institute written report and key recommendations	Completed CPL feedback form; Reaction to recommendations

**

Client personnel are to conduct and present at sessions; an additional fee will be charged if CPL personnel need to conduct or present at sessions

EXHIBIT B

PARENT LEADERSHIP INSTITUTE

PRESENTED BY OKLAHOMA GEAR UP

(Insert dates of Institute)

(Insert Logo if so desired)

PRESENTED IN CONJUNCTION WITH/ASSISTANCE BY



**THE CENTER FOR PARENT LEADERSHIP
THE PRICHARD COMMITTEE FOR ACADEMIC EXCELLENCE, INC.**

LEXINGTON, KENTUCKY

Page 2

Parent Leadership Institute (name of institute)

(Insert Date)

The attached materials contain materials that are owned and copyrighted by name of organization or The Center for Parent Leadership as identified in the materials. No part of the copyrighted materials may be reproduced or distributed in any form or by any means, or stored in a database or retrieval system, without the prior written permission of the owner. Permission may be requested of (Insert your organization) by contacting it at (Insert address and telephone number of your organization)

**or of the Center for Parent Leadership by contacting it at
PO Box 1658 Lexington KY 40588-1658 (859)233-9849**

May add attribution for additional sponsors and supporters here or use another page



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Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #12-c:

Contracts.

SUBJECT: Approval of Database License Renewal.

RECOMMENDATION:

It is recommended that the State Regents approve the renewal of the license for the PsycINFO database through EBSCO in the amount of \$225,320.00.

BACKGROUND:

Since 1997, the State Regents have facilitated and coordinated the joint acquisition of library databases, first through a collaboration with the Oklahoma Department of Libraries, then later in cooperation with the Oklahoma Council of Academic Library Directors. Cooperative purchasing of library databases promotes efficiency and access to learning materials.

POLICY ISSUES:

Purchases in excess of \$100,000 require prior approval of the State Regents. (OAC 610: 1-11-15 and the State Regents' Purchasing Policy)

ANALYSIS:

In April 2006, a competitive bid process resulted in a contract awarded to EBSCO Industries, Inc. to provide continued access to the PsycINFO database. RFP #B060014 provided for access to the database in the first year at a cost of \$201,711.50. It further provided for options to renew the contract in years two and three. The renewal cost for the second year was \$211,797.00 and the renewal cost for the third year is \$225,320.00. Funds have been allocated for licensing of databases, and the license cost will be accommodated through state appropriations and revenues collected from participating independent colleges and universities.

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #12-d:

Contracts.

SUBJECT: OneNet – National LambdaRail (NLR) Contract Agreement.

RECOMMENDATION:

It is recommended that the State Regents authorize OneNet to execute the Additional Contribution Request Contract Agreement to continue as a “Class A” Member in the National LambdaRail (NLR) and expend \$700,000 for an additional one-year membership.

BACKGROUND:

The Oklahoma State Regents for Higher Education became part of an exclusive national research network known as the National LambdaRail (NLR) in 2004. Becoming a Class “A” member of this advanced and leading edge network was seen as key in supporting the State Regents’ work plan regarding supporting and advancing research and economic development. Moreover, Oklahoma’s membership was supported by broad constituencies that included the University of Oklahoma, Oklahoma State University, the University of Tulsa and the Governors’ Secretary of Science and Technology. All recognized the importance of the NLR and its capability to equalize the playing field in terms of becoming competitive for vital research dollars.

In the beginning, it could not have been anticipated that the NLR would provide so many opportunities as it relates to ongoing operational benefits to the statewide network, OneNet. It has been through leveraging the national framework that staff are maximizing the investment to achieve dramatic cost reductions while increasing bandwidth capacity to a significant degree. Further, the State Regents are an equity member in this initiative that focuses on the key components of ownership and control of the telecommunications infrastructure. This pioneering approach of supporting research and “Big Science” projects assures that higher education’s needs will be met first – without the considerations or barriers often introduced by leased services from commercial telecommunications providers.

POLICY ISSUES:

Purchases in excess of \$100,000 require prior approval of the State Regents. (OAC 610:1-11-15 and State Regents’ Purchasing Policy).

ANALYSIS:

In 2004, the Oklahoma State Regents acknowledged that their membership in the NLR was to be for five years. As we approach the final year of membership, some key factors are beginning to emerge. First are the operational savings associated with our membership. Considerable engineering has taken place to fully maximize the national infrastructure. Should members not renew their respective memberships and the NLR dissolve, the savings and revenues outlined above will vanish. Moreover, to put in place similar

capabilities via Internet2, the costs would well exceed \$600,000 and Oklahoma would not have the wide open AUP to support our economic development efforts.

Below are some key considerations with regard to continuing our membership on an annual basis. Though higher education has access to additional research network resources such as Internet2, there are key differences that set the NLR apart from other public and private telecommunications resources.

Consideration #1: During the most recent merger process with Internet2, a valuation was conducted by Caliber Advisors, Inc. that established an enterprise value of the network within the research community at approximately \$65 million. As equity members in the NLR, the bylaws guarantee the Oklahoma State Regents will receive 1/13th of this value should dissolution take place. This places an equity share for Oklahoma at over \$4.5 million. Further, in the commercial market, the network infrastructure is valued at over \$97 million and provides a potential equity share of over \$7 million.

Consideration #2: Oklahoma, like many other states, has made significant investments in its statewide network – ultimately becoming a Regional Optical Networks (RONs) which interconnects and provides seamless connectivity across state borders. Oklahoma provides direct connectivity to the University of Arkansas for both NLR and commodity Internet services. Maintaining ownership and control of the national network fabric will assure research and network missions. The NLR believes that future advanced network requirements will start with the researchers’ requirements at the institutional level and not from the top or federal level. Consequently, the RONs will be the key aggregators, individually within the region and collectively on a national scale, via a national entity like the NLR that they own and govern.

Consideration #3: The NLR infrastructure, being owned and controlled by the membership, has been utilized in a fashion that meets the needs of researchers throughout the United States. Through our annual \$1 million investment, we have access to multiple 10 Gigabit services such as FrameNet and PacketNet – both of which are available to all constituents served by OneNet. To secure somewhat similar services through Internet2, it would result in an annual cost of approximately \$550,000.

Consideration #4: Though similar services could be provisioned with the NLR and Internet2, one overarching consideration is the differing Acceptable Use Policies (AUPs) of the two national networks. The NLR provides for an open AUP that affords Oklahoma higher education the opportunity to provide enhanced network services to private companies in which relationships are established. The private weather companies located on the University of Oklahoma’s south campus are a prime example of the public/private partnership for both research and advanced network services. Internet2’s tightly defined AUP prohibits “commercial” traffic or activities to traverse their national backbone and thus would not be a logical solution to support our institutions’ economic development needs.

Consideration #5: Cost avoidance in day-to-day operations is another true benefit of our participation in the NLR. Specifically, OneNet has been able to leverage our NLR infrastructure to dramatically reduce costs for both Internet2 as well as commodity Internet services. Through the NLR infrastructure, OneNet was able to partner with the Great Plains Network and share Internet2 connectivity in Kansas City. This enabled OneNet to drop its OC-12 circuit in Oklahoma City for an annual savings of \$320,000 while increasing capacity from 622 Mbps to potentially a majority of the shared 10 Gigabit circuit. Further, through a project called TransitRail, OneNet has offloaded up to 1.5 Gigabits of traffic to commercial peers and content providers for an annual savings of over \$300,000. Again, ownership and control of the infrastructure is what provides the flexibility to leverage opportunities such as this.

Consideration #6: Partnerships within the network research community are supported and fostered by the NLR. Class “A” members can serve as aggregators for other institutions and/or research networks.

Oklahoma has an established relationship with the University of Arkansas and their state research network ARE-ON to provide NLR access and services. Annually, the University of Arkansas will pay the Oklahoma State Regents slightly over \$300,000 for access to the NLR as well as commodity Internet and Internet2 services. Partnerships such as this enable NLR members to defray their annual commitments while building relationships within the advanced network research community.

By executing the Additional Contribution Request, the State Regents will confirm a commitment of \$700,000 which is its *pro rata* share of the \$9,100,000 total contribution request being made of existing members. This payment will be due on or before July 31, 2009. The agreement is very similar to the original Membership Agreement between the NLR and the Oklahoma State Regents for Higher Education. In exchange for its Additional Contribution, the State Regents will be provided with the following benefits for one additional year following the fifth year anniversary of the Membership Agreement:

- Assurance that the Member's Contribution Percentage will not be diluted by this Additional Contribution Request;
- Assurance that the membership will not be cancelled;
- The right of the Member to use the PacketNet and non-dedicated FrameNet services of NLR at no charge and the right of the Member to use the dedicated FrameNet and WaveNet resources of the Corporation at marginal costs; and,
- Growth in total Contribution and potentially an increase of the Member's Contribution Percentage determined by dividing the Contribution Account of the Member, including the Additional Contribution, by the sum of all Contribution Accounts of all Class A Members, including any additional Contributions by such Class A Members.

ADDITIONAL CONTRIBUTION REQUEST AGREEMENT
Oklahoma State Regents for Higher Education

This Additional Contribution Request Agreement (“*Agreement*”) is entered into this ___ day of _____, 2008 (“**Effective Date**”) by the undersigned Class A Member (“*Member*”) of **National LambdaRail, Inc.**, a Delaware nonstock, nonprofit corporation (“*Corporation*”) (collectively, “**Parties**”).

WHEREAS, the Corporation and the Member entered into a Membership Agreement on May 28, 2004 (“**Membership Agreement**”); and,

WHEREAS, pursuant to the Membership Agreement, the Member agreed to contribute Five Million Dollars (\$5,000,000), in cash or in kind, to the Corporation; and,

WHEREAS, in order to continue to meet Corporation’s obligations as they become due, the Executive Committee of the Corporation (“**Executive Committee**”), in accordance with Section 2.2 of the Bylaws of the Corporation in effect as of the Effective Date (“**Bylaws**”), sought to obtain third party financing; and,

WHEREAS, because such efforts have been unsuccessful, the Bylaws provide that the Executive Committee can give notice to all Class A Members of an Additional Contribution Request in an aggregate amount reasonably determined by the Executive Committee members voting in favor of the Additional Contribution Request to enable the Corporation to satisfy its obligations as they become due;

WHEREAS, the Executive Committee has given such notice to the Class A Members of an Additional Contribution Request of Nine Million One Hundred Thousand Dollars (\$9,100,000); and

WHEREAS, the Member now desires to pay its *pro rata* portion of the Additional Contribution Request, which is Seven Hundred Thousand Dollars (\$700,000), as calculated by multiplying the aggregate Additional Contribution Request by the Member’s Contribution Percentage determined as of the Effective Date by (“**Additional Contribution**”).

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and subject to the terms and conditions hereof, the Parties agree as follows:

DEFINITIONS. Unless otherwise defined in this Agreement, all defined words herein shall have the meaning given them in the Bylaws and the Membership Agreement and in the event of a conflict between the Bylaws and the Membership Agreement, the Bylaws shall prevail.

II. AGREEMENT TO PAY PRO RATA PORTION OF THE ADDITIONAL CONTRIBUTION REQUEST. The Member hereby agrees to contribute the Additional Contribution (\$700,000) in cash or same day funds on or before July 31, 2009. The Additional Contribution is contingent upon sufficient appropriations being made by the Oklahoma Legislature no later than July 1, 2009. The Member may terminate its obligations under this agreement if sufficient appropriations are not made by the Oklahoma Legislature.

The Member may accelerate the payment of the Additional Contribution and such accelerated payment shall be discounted as of the date of such payment to present value using the prime or comparable interest rate of Bank of America, N.A., or its successor in interest, on such date.

In exchange for the Additional Contribution, the Member is provided with the following benefits for one additional year following the fifth year anniversary of the Member's Membership Agreement:

- assurance that the Member's Contribution Percentage will not be diluted by this Additional Contribution Request;
- assurance that the membership will not be cancelled;
- the right of the Member to use the PacketNet and non-dedicated FrameNet services of NLR at no charge and the right of the Member to use the dedicated FrameNet and WaveNet resources of the Corporation at marginal costs; and,
- growth in total Contribution and potentially an increase of the Member's Contribution Percentage determined by dividing the Contribution Account of the Member, including the Additional Contribution, by the sum of all Contribution Accounts of all Class A Members, including any additional Contributions by such Class A Members.

III. DISCLOSURE. The Member acknowledges that it has thoroughly reviewed this Agreement and the governing documents of the Corporation, namely, its Certificate of Incorporation and Bylaws (collectively, "**Governing Documents**"). The Member understands that the Governing Documents may be amended in accordance with the Bylaws and that the Governing Documents, as so amended, will continue to be binding upon the Members of the Corporation, including but not limited to the Member.

The Member also acknowledges and agrees:

- That as a pre-existing Class A Member, the Member is aware of the Corporation's business practices and plans;
- That the Additional Contribution is necessary and appropriate to the continuation of the business and operations of the Corporation;
- That the Member had the opportunity to inspect and review all documents, records and books pertaining to this transaction;
- That the books and records of the Corporation will remain available upon reasonable notice for inspection by the Member during reasonable business hours at the Corporation's principal place of business; and
- That the Member has carefully considered and has, to the extent it believes such discussion necessary, discussed with the Member's legal counsel, accountant(s), and financial adviser(s) the suitability of the Additional Contribution for the Member's particular tax and financial situation.

IV. INDEPENDENT ADVICE. The Member understands that this Agreement and the Corporation's Governing Documents contain provisions that may have significant legal, financial and tax consequences for the Member. The Member acknowledges that the Corporation has recommended that the Member seek independent legal, tax and financial advice before entering into this Agreement.

V. **MEMBER STATUS.** The Member certifies that it is an “*Accredited Investor*” as defined in Regulation D of the Securities Act of 1933 (“*Act*”), because the Member is (please initial the applicable line below):

- ___ An organization described in Section 501(c)(3) of the Internal Revenue Code (including a state or municipality, or agency or instrumentality thereof that meets the substantive criteria of Section 501(C)(3) of the Internal Revenue Code), corporation, Massachusetts or similar business trust, or partnership, not formed for the specific purpose of acquiring the securities offered, with total assets in excess of \$5,000,000;
- ___ A private business development company as defined in Section 202(a)(22) of the 1940 Investment Advisors Act;
- ___ A trust, with total assets in excess of \$5,000,000, not formed for the specific purpose of acquiring the securities offered, whose purchase is directed by a sophisticated person as described in Section 230.506(b)(2)(ii) of Regulation D; or
- ___ An entity in which all of the equity owners are accredited investors.

VI. **OTHER SECURITIES ISSUES.** The Member acknowledges that Class A memberships in the Corporation may be considered “securities” under applicable federal or state securities laws, and that as a precaution, the Corporation is requesting the Additional Contribution in reliance on exemptions from registration under such securities laws. Accordingly, the Member represents to the Corporation that:

- I. **Risk of Loss.** The Member recognizes that the Additional Contribution involves risks that could result in the loss of the Member’s entire Additional Contribution. The Member is able, without impairing the Member’s financial condition, to hold a Class A membership in the Corporation for an indefinite period and to suffer a complete loss of the Member’s Additional Contribution.
- II. **Investment Intent.** The Member certifies that it is paying the Additional Contribution as a Class A Member in the Corporation for investment purposes, for the Member’s own account and not on behalf of any other person or entity, nor with a view to, or for resale or other distribution of its Class A membership. This purpose is in addition to, and not in lieu of, any charitable, scientific and/or educational purposes that are furthered by the Member’s Class A membership in the Corporation.
- III. **No Expectation of Financial Return.** The Member acknowledges that the Corporation is a nonstock, nonprofit corporation that is required pursuant to its Governing Documents to be operated in a manner consistent with exemption from federal income taxation under Section 501(c)(3) of the Internal Revenue Code. The Member is a Class A Member to further the Corporation’s charitable, scientific, and educational purposes and not with the expectation of receiving a financial return on its investment.
- IV. **No Registration.** The Member acknowledges and understands that the Class A memberships in the Corporation and the Additional Contribution (a) have not been registered under either federal or state securities laws; (b) are pursuant to exemptions from registration under the Act, and comparable state securities exemptions; and (c) no federal or state agency has made any finding or determination as to the fairness of the

Additional Contribution for investment, nor any recommendation or endorsement of the Additional Contribution or the Class A memberships.

- V. **Tax Matters.** The Member acknowledges and is aware that the contents of this Agreement and the Governing Documents should not be construed as legal, tax or investment advice. The Member acknowledges that it has had the opportunity to consult with its own legal counsel, accountant(s) and financial advisor(s) about the tax consequences and the financial risks associated with being a Class A Member and making the Additional Contribution.
- VI. **Restrictions on Transfer.** The Member understands and acknowledges that (a) no assignment, sale, transfer, exchange or other disposition of the Class A memberships or other securities of the Corporation can be made except in accordance with the terms and conditions of the Bylaws, including but not limited to the provisions of Article 6 thereof; (b) a Class A membership may not be sold or otherwise distributed in the absence of registration thereof or an exemption from the registration requirements of federal and state securities laws; and (c) the Corporation is not obligated to take any actions to register the Class A memberships or make available any exemptions from federal or state registration requirements.
- VII. **Commercial Domicile.** The Member certifies that it is commercially domiciled in the state set forth beneath its signature and understands that the issuance of the Class A membership may be subject to further restrictions imposed under that state's securities laws. For purposes of this Agreement, the term "commercial domicile" means the principal place from which the activities of the Member are directed or managed.

VII. GENERAL PROVISIONS. Except as affected by the terms of this Agreement, the Membership Agreement between the Parties remains in effect. This Agreement is binding upon the Member, the Member's legal representatives, successors and assigns, and is for the benefit of the Corporation, its successors and assigns. This Agreement has been approved on behalf of the Corporation by its Board of Directors. If any portion of this Agreement is held to be invalid by a court having jurisdiction hereof, the remaining terms of this Agreement shall remain in full force and effect to the extent possible. This Agreement constitutes the entire agreement of the Parties, and supersedes all previous agreements, written or oral, with regard to the Additional Contribution. Any agreement to waive or modify any term of this Agreement must be in writing signed by both Parties. This Agreement may be executed in two or more counterparts, all of which shall constitute but one and the same instrument.

VIII. MEMBER AUTHORIZATION. The individual signing on behalf of the Member certifies under penalty of perjury that such individual has the authority to enter into and execute this Agreement on behalf of the Member.

IN WITNESS WHEREOF, the Member has executed this Agreement on the date set forth below.

MEMBER

Oklahoma State Regents for Higher Education

Name of Member

Commercial Domicile of Member

By: _____

Printed Name: _____

Title: _____

Date Signed: _____

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AGENDA ITEM #13-a:

Investments.

Not Available Electronically.

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AGENDA ITEM #13-b:

Item Deleted.

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AGENDA ITEM #14:

Advisory Report.

SUBJECT: Limited review of financial results at the Quartz Mountain Arts and Conference Center and Nature Park.

RECOMMENDATION:

It is recommended that the State Regents accept the advisory report.

BACKGROUND:

The Quartz Mountain Resort and Conference Center at Lone Wolf, Oklahoma opened to the public on March 20, 2001 and nine months later, effective January 1, 2002, the Quartz Mountain Lodge, Park and Golf Course were transferred from the Oklahoma Tourism and Recreation Department to the Board of Trustees for the Center. As a result of the transfer, the Center became an integral part of The Oklahoma State System of Higher Education.

On December 17, 2007 Dr. Glen Johnson, Chancellor met with Dr. Terry L. Mosley, Executive Director, Quartz Mountain Arts and Conference Center and Nature Park (the Center) to discuss the Center's FY2007 appropriation reduction of \$479,938. As a follow-up to that discussion, the Chancellor directed the System Auditor for the Oklahoma State Regents for Higher Education (State Regents), to perform a limited review of the Center's financial results in order to assist the Regents in better understanding the Center's operations.

The preliminary objective of the review is to develop a synopsis of revenues, expenditures, key performance indicators and etc. to assist the State Regents in better understanding the operations of Quartz Mountain as they decide allocations to each institution within The Oklahoma State System of Higher Education according to its needs and functions.

POLICY ISSUES:

State Regents policy 2.12 is derived from the Oklahoma Constitution, Article XIII-A, Section 2 and 70 O.S. §3206, especially subsection(o), which confers upon the State Regents all powers necessary or convenient to accomplish their constitutional purposes and objectives.

ANALYSIS:

The analysis of the Center's financial operating results relies primarily upon information contained in the FY2003 through FY2007 audited financial statements and notes accompanying those statements. Significant cash flow problems are anticipated for FY2008 and beyond as financial results for the Center's first six months of FY2008 track closely with the same period in FY2007. Holding revenues and expenses constant for FY2008 and FY2009, the Center's available cash will continue to dwindle due to the need to cover operating deficits which are estimated to be about \$200,000 each year. A significant

amount of the Center's furniture, fixtures, and equipment (FF&E) needs replacement costing several hundreds of thousands of dollars (mattress and bed box frames, linens, furniture and carpet). In March 2008, the Center received bids just for replacement of linens and bed coverings with the lowest bid at \$90,000. Also a \$120,000 advance will need to be repaid out of cash in FY2009 if the Center chooses not to renew their management services contract.

Supplement.

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AGENDA ITEM #15:

Commendations.

SUBJECT: Staff Recognitions.

RECOMMENDATION:

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

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

- **Angela Caddell**, Director of Oklahoma Money Matters, presented at the Partners Conference for Oklahoma Families on March 6, 2008. The panel session, entitled "*Asset Building: Nuts and Bolts*," focused on identifying available tools and potential partnerships for social service practitioners in the areas of financial education, homeownership, and individual wealth development.
- **Kyle Dahlem**, Teacher Education Program and MTRC Director, received the 2008 Vision Award from the Oklahoma Teachers of the Year at the Celebration of Teaching held at OSU on April 7th.
- **Iva King-Heard**, OGSLP Senior Lead Recoveries Specialist and **LaTreece Langston**, OGSLP Policy and Compliance Specialist III presented college access, financial aid, and financial literacy information at a Community Health Fair for grandparents raising grandchildren in Oklahoma City. The fair, hosted by the Oklahoma Federation of Colored Women's Clubs, was held March 8, 2008.
- **Sid Hudson, Vice Chancellor for Legislative Affairs**, spoke at the DaVinci Institute Annual Awards dinner on March 28, 2008.
- **Chancellor Glen D. Johnson**, was guest speaker to the new Senate Pages at the Capitol; spoke at the annual EPSCoR Conference; addressed the Oklahoma Association of Community Colleges; introduced President David Boren at the Oklahoma City Rotary "Club 29" March meeting; presented the legislative agenda to the University of Oklahoma Board of Regents; spoke to the OU Health Science Center's faculty senate; served as keynote speaker for the Bartlesville Examiner "Progressive Person of the Year" awards dinner; spoke at the CLASS Task Force press conference in opposition of HB 2513 (the concealed weapons bill); and spoke at Research Day at the Capitol.
- **Liz Kiser and Melissa Ryburn**, outreach coordinators for Oklahoma Money Matters, were featured speakers at the Top Teens of America Conference, held Sunday, March 2

in Tulsa. The session, which focused on budgeting and consumer credit, was attended by approximately 600 youth ages 13 -19 from Oklahoma, Texas, New Mexico, Louisiana and Arkansas.

- **Dr. Kermit R. McMurry**, Vice Chancellor for Student Services, was the principal speaker at the University of Central Oklahoma's Student Personnel Academy on March 5, 2008 and spoke to the First Robotics Competition on March 21, 2008.

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AGENDA ITEM #16:

Executive Session.

Not Available Electronically.

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AGENDA ITEM #17:

Personnel.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

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AGENDA ITEM #18-a:

Programs.

SUBJECT: Approval of institutional requests.

RECOMMENDATION:

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

BACKGROUND:

University of Oklahoma Health Sciences Center (OUHSC)
1 degree program requirement change

Connors State College (CSC)
1 degree program designation change
1 degree program name change
6 degree program course requirement changes

Redlands Community College (RCC)
1 degree program option addition

Seminole State College (SSC)
2 degree program option additions

POLICY ISSUES:

These actions are consistent with the State Regents' *Academic Program Approval* policy.

ANALYSIS:

OUHSC- Master of Science in Dental Science-Orthodontics (048)

Degree program requirement changes:

- Change length of program from 26 months to 30 months.
- Decrease ORTHO 5711 from two credit hours to one credit hour.
- Delete ORTHO 5762.
- Increase ORTHO 5940 from 12 credit hours to 13 credit hours.
- Proposed changes will meet requirements of the American Board of Orthodontics.
- Proposed changes will allow sufficient time for completion of research, thesis, and publishable article required.
- Proposed changes will allow students to more fully participate in teaching and clinical activities.
- Total number of credit hours will change from 65 to 70.

- One course will be deleted.
- No new funds are required.

CSC-Associate in Applied Science in Agriculture Equine Technology (066)

Degree program name change and degree program designation change:

- Change degree designation from Associate in Applied Science to Associate of Science.
- Change name to “Associate of Science in Agriculture Equine.”
- Add General Education courses “SPCH 1113,” two science courses, six credit hours of humanities, three credit hours of college mathematics, three credit hours of computer literacy, and three to four credit hours of either AGECE 2114 or one course from psychology, sociology or foreign language.
- Change core requirements to include 36 credit hours, rather than 46 credit hours.
- Proposed changes will better facilitate transfer to baccalaureate degrees.
- Proposed changes are based on a recommendation from the 2007 Technical-Occupational Program Review.
- Proposed curricular changes will correlate with program requirements at four year institutions to ensure seamless transfer of students.
- Total credit hours will change from 64 to 73.
- No courses will be added or deleted.
- No new funds are required.

CSC-Associate in Science in Agriculture (001)

Degree program course requirement changes:

- Add AGCM 2113 and AGED 2113 to core course requirements.
- Increase number of program core requirements from 17-18 credit hours to 17-23 credit hours.
- Reduce number of Guided Electives from 5-6 credit hours to 0-6 credit hours.
- Proposed changes will better facilitate transfer into baccalaureate programs in agriculture.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

CSC- Associate in Applied Science in Child Development (063)

Degree program course requirement changes:

- Require CHDV 1323 in core courses.
- Delete FCSE 2323 from program electives.
- Reduce Special Topics electives from 1-5 to 0-2.
- Add at least two courses to program electives.
- Proposed changes will strengthen the academic quality of the program.
- Proposed changes are based on recommendations from the Child Development Advisory Board.
- Proposed additional elective courses will decrease the number of course substitutions.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

CSC-Associate in Arts in Child Development (086)

Degree program course requirement changes:

- Require CHDV 1323 in core courses.

- Delete FCSE 2323 from program electives.
- Reduce Special Topics electives from 1-5 to 0-2.
- Proposed changes will strengthen the academic quality of the program.
- Proposed changes are based on recommendations from the Child Development Advisory Board.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

CSC-Associate in Science in Horticulture (088)

Degree program course requirement changes:

- Add HORT 2403 to core requirements.
- Change HORT 2300 from 0-3 credit hours.
- Change “Program Core Requirements” from 17-18 credit hours to 17-23 credit hours.
- Change “Program Guided Elective Requirements” from 5-6 credit hours to 0-6 credit hours.
- Proposed changes will better facilitate transfer into baccalaureate programs in agriculture.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

CSC-Certificate in Child Development (090)

Degree program course requirement changes:

- Add FCSE 2322 to electives.
- Require four courses and 18 credit hours of program electives rather than 30 credit hours of any listed courses.
- Proposed changes will strengthen the academic quality of the program.
- Proposed changes are based on recommendations from the Child Development Advisory Board.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

CSC-Associate in Applied Science in Child Care Administration (091)

Degree program course requirement changes:

- Require CHDV 1323 in core.
- Delete FCSE 2323 from course electives.
- Reduce the number of credit hours from the “Special Topics” electives from 1-5 to 0-2.
- Proposed changes will strengthen the academic quality of the program.
- Proposed changes are based on recommendations from the Child Development Advisory Board.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

RCC-Associate of Science in Pre-Agriculture (027)

Degree program option addition:

- Add option “Pre-Agriculture Education.”
- Proposed option addition will provide opportunities for students to pursue a career in agriculture education.

- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

SSC-Associate in Applied Science in Business (114)

Degree program option addition:

- Add option “Business.”
- Proposed option courses have been historically listed in inventory.
- Proposed option addition will meet economic and workforce demands.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

SSC-Associate in Applied Science in Applied Technology (120)

Degree program option addition:

- Add option “Precision Machining Technology.”
- Proposed option courses have been historically listed in inventory.
- Proposed option addition will meet economic and workforce demands.
- Proposed option addition will meet needs for technically skilled, knowledge-based machinists in service area.
- Total credit hours will not change.
- No courses will be added or deleted.
- No new funds are required.

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AGENDA ITEM #18-b:

Cooperative Agreements.

SUBJECT: Ratification of approved institutional requests regarding cooperative agreements.

RECOMMENDATION:

It is recommended that the State Regents ratify Tulsa Community College's, request for a Cooperative Agreements, as described below.

BACKGROUND:

In 1988, the State Regents approved the *Guidelines for Approval of Cooperative Agreements Between Technology Centers and Colleges*. The policy was designed to expand Oklahomans' educational opportunities and to encourage colleges and technology centers to develop resource-sharing partnerships. The policy guides the creation of cooperative agreements between Oklahoma's colleges and technology centers. Currently, 367 cooperative agreements (involving 126 associate in applied science programs) are offered through 18 colleges and 29 career technology centers (CTCs) within Oklahoma and two out-of-state CTCs.

At the January 24, 1997 meeting, the State Regents approved revisions to the Cooperative Agreement policy that allows high school students meeting specified requirements to enroll in cooperative agreements.

Tulsa Community College (TCC) requests authorization for a cooperative agreement with Tulsa Technology Center (TTC) to allow students to receive college credit for coursework completed at the technology center toward the Associate in Applied Science (AAS) in Interior Design (111), the Certificate in Interior Design (194), the AAS in Paralegal (039) and the AAS in Radiography (070).

POLICY ISSUES:

These actions are consistent with the State Regents' *Cooperative Agreements Between Higher Education Institutions and Career Technology Centers*.

ANALYSIS:

TCC

TCC requests authorization for cooperative agreements with TTC to allow students to receive up to three hours of college credits for the AAS in Interior Design (111) and the Certificate in Interior Design (194), up to six hours of college credits for the AAS in Paralegal (039) and up to 50 hours of college credit for the AAS in Radiography (070).

It is understood that general education courses required for these degree programs will not be offered at the technology centers as part of these agreements, and high school students will be permitted to enroll in accordance with State Regents' policy.

TCC and TTC faculty and staff will serve on oversight and evaluation committees for the cooperative agreements. The committees will meet at least annually to review course content, relevance, and instructional methods as related to the established course and program competencies.

Approval was granted by the Chancellor. State Regents' ratification is requested.

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AGENDA ITEM #18-c:

GEAR UP.

SUBJECT: Ratification of GEAR UP College Access Subgrants for Oklahoma School Districts and School Sites.

RECOMMENDATION:

It is recommended that the State Regents ratify one-time incentive grants to support program activities designed to increase college access for Oklahoma middle and high school students. Grantees are required to implement and sustain professional development/educational programs and may also incorporate unique college access activities that meet local needs.

BACKGROUND:

While some public high schools have seen some score gains on academic achievement tests, for most students significant achievement gaps remain. In mathematics for example, 30.7 percent of students attending college directly after high school still require a mathematics remedial course before entering credit-bearing math courses.

Another weakness in Oklahoma involves teacher credentials. As in most of the nation, Oklahoma has many courses in grades 7-12 taught by teachers without a major in the subject area. This is particularly true for high poverty schools where 28% of core academic classes are taught by teachers without a major in the subject they teach. Student achievement mirrors this; therefore, upgrading teacher content knowledge and pedagogical practice through high quality professional development are critical to preventing educational failure.

Gaining Early Awareness and Readiness for Undergraduate Programs (GEAR UP) is a U.S. Department of Education initiative created to significantly increase the number of low-income students who are prepared to enter and succeed in postsecondary education. The Oklahoma State Regents for Higher Education's ongoing GEAR UP project (2005-2011) provides subgrants to Oklahoma middle and high schools to implement and sustain professional development/educational programs designed to address the student academic and teacher weaknesses described in the paragraphs above and to incorporate "college access" activities that meet local needs. The goal is to ultimately increase college access for participating Oklahoma middle and high school students.

The State Regents' GEAR UP project has partnered with three exemplary professional development/educational programs in this phase of the project. As a project participation requirement, school districts and school sites must select one of these programs for implementation with subgrant funds. These programs include:

- Dr. Ruby Payne's *A Framework for Understanding Poverty* – This program is designed to train school faculty in strategies for recognizing and supporting children and parents who live in poverty.

The strategies are utilized in classroom settings and are designed to enhance student academic achievement.

- *Thinking Maps* – This program is designed to train school faculty in the implementation of “visual thinking tools” in the classroom. The eight *Thinking Maps* can be used across subject areas and grades. They serve as strategies students can use to process, recall and utilize information in a demanding curriculum.
- LOGIC Professional Development – This sequence of workshops is designed to provide 12 days of intensive professional development that focuses on educational leadership, guidance and curriculum. The training is designed for school leadership teams (site leaders in administration, teachers and counselors) committed to creating a culture of high expectations. The LOGIC workshops integrate elements from ACT’s Educational Planning and Assessment System; the College Board’s training for Advanced Placement teachers; and the Southern Regional Leadership Board’s (SREB) Leadership Initiative modules.

In addition, school districts and school sites may initiate or enhance other professional development/educational programs with GEAR UP subgrant funds; but must provide evidence that the program is “scientifically research based” as required by the No Child Left Behind Act of 2001. Generally, scientifically based research refers to research that applies rigorous, systematic, and objective procedures to obtain reliable and valid knowledge relevant to improving student academic achievement. Other college access activities may be incorporated into the school district’s overall plan including: promotion of Oklahoma’s Promise, tutoring, mentoring, after-school and Saturday programs, summer programs, college awareness counseling, financial aid counseling, and activities that promote effective communication with parents and/or the development of skills that help parents support their child’s education.

Oklahoma public school districts or sites that provide services to students in grades 7-12 are eligible to apply for the subgrant funds if (1) fifty percent or more of enrolled students are eligible for free or reduced lunches and (2) the school district participates in ACT’s Educational Planning and Assessment System (EPAS). The school district or school site must partner with one or more community-based organizations and one or more Oklahoma colleges or universities.

POLICY ISSUES:

The creation of early intervention services is a required component of the U.S. Department of Education’s GEAR UP programs. Early intervention services is defined as “comprehensive mentoring, counseling, outreach, and supportive services” for students. The subgrants for school districts and school sites provide opportunities for eligible school districts and school sites to take advantage of available “supportive services” such as professional development/educational programs provided by GEAR UP staff and by grant partner organizations, as well as opportunities to customize counseling and outreach efforts to meet specific needs identified by the local school district or site. The federal GEAR UP program also endorses the involvement of colleges and universities as well as community-based organizations as partners to ensure local sustainability of early intervention strategies for college readiness.

ANALYSIS:

In response to a GEAR UP request for proposal, fourteen eligible school districts and school sites submitted acceptable proposals to participate in the “College Access Subgrants for Local Education Agencies” project. The proposals were evaluated by GEAR UP staff. The attached table lists the school

districts and school sites that are receiving project funding, the amount of grant funding, their higher education partners and community-based partners. The timeline for the project is for the upcoming summer and school year (May 2008 through June 2009). The projects will be evaluated using criteria linked to measurable outcomes identified in each of the school district or school site project proposals. The outcomes are consistent with the GEAR UP overall goal – to significantly increase the number of low-income students who are prepared to enter and succeed in postsecondary education.

The fourteen school districts and school sites that will receive subgrant funding are fairly well distributed throughout the state of Oklahoma including many school districts and school sites in rural areas. Total funding for the grants is \$350,000 federal dollars - all derived from the State Regents current GEAR UP grant award. No state grant dollars are involved.

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AGENDA ITEM #18-d:

Capital.

SUBJECT: Ratification of Capital Allotments for FY2008.

RECOMMENDATION:

It is recommended that the State Regents ratify the capital allotments made during the period of February 22, 2008, through March 19, 2008.

BACKGROUND:

The Chancellor has been authorized by the State Regents to approve routine changes and allot funds for capital projects subject to ratification at the next scheduled meeting. A listing summarizing allotments for the period February 22, 2008, through March 19, 2008, is attached. This listing is provided to the Regents for ratification.

POLICY ISSUES:

State Regents' Delegation of Authority Policy (2.8) authorizes the Chancellor to approve routine changes to capital projects and to allot funds for capital projects.

ANALYSIS:

The attached listing includes allotments made from State Funds, Section 13/New College Funds and Section 13 Offset Funds. The total amount of capital allotments made for this period is \$100,000.00. This total is represented by \$50,000 in Section 13/New College allotments and \$50,000 in State Fund allotments.

ALLOTMENT OF FUNDS FOR CAPITAL PROJECTS
 (For the Period of February 22, 2008, through March 19, 2008)
 Section 13, New College, and State Funding Sources

Institution	Resolution No.	Source of Funds	Project Name	Date Allotted	Section 13/New College Amounts	State Fund	Totals by Institution
Oklahoma Panhandle State	Not Required	650-New College	Instructional Materials & Equipment	2/22/2008	50,000		
			Total		50,000		50,000
			<hr/>				
Northeastern OK A&M	4808	295-State	Academic Equipment	2/25/2008		50,000	
			Total			50,000	50,000
			<hr/>				
System Totals							100,000

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AGENDA ITEM #18-e:

Agency Operations.

SUBJECT: Ratification of Purchases

RECOMMENDATION:

It is recommended that the State Regents ratify purchases in amounts between \$25,000 and \$100,000 between February 20, 2008 and March 18, 2008.

BACKGROUND:

Agency purchases are presented for State Regents' action. They relate to previous board action and the approved agency budgets.

POLICY ISSUES:

The recommended action is consistent with the State Regents' purchasing policy which provides for the Budget Committee's review of purchases in excess of \$25,000 and requires State Regents' approval of purchases in excess of \$100,000.

ANALYSIS:

For the time period between February 20, 2008 and March 18, 2008, there were five (5) purchases between \$25,000 and \$99,999.99.

Purchases Between \$25,000 and \$99,999.99.

Two (2) of the five (5) items relate to CORE. A requisition has been issued to: 1) California State University in the amount of \$51,000.00 for the MERLOT Institutional Participation Fee for FY0708, 2) A change order has been issued to McAfee & Taft for \$20,000.00 bringing the total PO to \$40,000.00 for Legal services.

Three (3) of the five (5) items relate to OneNet. Requisitions have been issued to: 1) Qwest in the amount of \$61,491.80 for Cisco equipment, 2) Qwest in the amount of \$35,874.25 for Cisco Optical System spares, 3) Jenco Construction in the amount of \$25,887.00 for ADA Renovation of ETN.

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AGENDA ITEM #18-f (1):

Non-Academic Degrees.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

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AGENDA ITEM #18-f (2):

Non-Academic Degrees.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

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AGENDA ITEM #18-f (3):

Non-Academic Degrees.

Not Available Electronically.

Not Available Electronically.

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AGENDA ITEM #18-f (4):

Non-Academic Degrees.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

Not Available Electronically.

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AGENDA ITEM #19-a:

Reports.

SUBJECT: Status Report on Program Requests.

RECOMMENDATION:

This is item is for information only.

BACKGROUND:

The Status Report on Program Requests tracks the status of all program requests received since July 1, 2007 as well as requests pending from the previous year.

POLICY ISSUES:

This report lists pending requests regarding degree programs as required by the State Regents' *Academic Program Approval* policy.

ANALYSIS:

The following pages contain the Current Degree Program Inventory and the following schedules:

1. Letters of Intent
2. Degree Program Requests Under Review
3. Approved New Program Requests
4. Requested Degree Program Deletions
5. Approved Degree Program Deletions
6. Requested Degree Program Name Changes
7. Approved Degree Program Name Changes
8. Completed Cooperative Agreements
9. Suspended Programs
10. Reinstated Programs
11. Requested Inventory Reconciliations
12. Net Deletion Table

Letters of Intent notify other institutions of programs under consideration for submission from State System institutions. Letters of Intent, found in **Table 1** are kept on file for one year, after which, institutions may renew the letter of intent or withdraw it. Current Letters of Intent are listed from Tulsa Community College, Oklahoma City Community College, Rogers State University, Oklahoma State University – Oklahoma City, Cameron University, Eastern Oklahoma State College, East Central University, and Northwestern Oklahoma State University.

Table 2 lists all program proposals received by the State Regents. Those that have gone through a thorough review and are ready for State Regents consideration are listed with the upcoming State Regents' meeting date (i.e., Status: April 17, 2008). Many program submissions are still undergoing review by staff, and may be presented for consideration at a later State Regents' meeting.

Table 3 provides an updated listing of all the degree program submissions considered and approved by the State Regents since the beginning of the academic year.

Tables 4 and **5** are requested and approved degree program deletions from institutions for the academic year.

Tables 6 and **7** are requested and approved degree program name changes from institutions for the academic year.

Table 8 provides a listing of submitted and approved cooperative agreements for the academic year.

Tables 9 and **10** provide a summary of suspended and reinstated programs for the academic year.

Table 11 provides requested inventory reconciliations from institutions for the academic year.

Table 12 provides a long-term summary of degree program deletions and additions by institutions over the past 16 years. In 1991, the State Regents implemented the Academic Planning and Resource Allocation initiative. Since that time, Academic Affairs has monitored how many programs institutions have added and deleted, encouraging institutions to reassess offerings to best serve students and demonstrate efficient use of scarce resources.

CURRENT DEGREE PROGRAM INVENTORY

April 10, 2008

(Table reflects actions taken at the March 13, 2008 State Regents' meeting)

Institution	Number of Programs	Associate in Arts and Associate in Science	Associate in Applied Science	Baccalaureate	Master's	Doctoral	First Professional	Total	Certificates
OU	242	0	0	105	80	53	0	238	4
OUHSC	62	0	0	8	25	16	9	58	4
OU-LAW	1	0	0	0	0	0	1	1	0
OSU	214	0	0	88	68	44	0	200	14
OSUTB-OKC	45	7	31	1	0	0	0	39	6
OSUTB-OKM	23	2	18	3	0	0	0	23	0
OSU Vet Med	1	0	0	0	0	0	1	1	0
OSU-CHS	6	0	0	0	3	1	1	5	1
ECU	43	0	0	35	8	0	0	43	0
NSU	86	0	0	57	21	0	1	79	7
NWOSU	44	0	0	38	5	0	0	43	1
RSU	29	12	3	14	0	0	0	29	0
SEOSU	52	0	0	43	9	0	0	52	0
SWOSU	65	4	5	42	13	0	1	65	0
UCO	92	0	0	62	29	0	0	91	1
CU	60	2	9	41	7	0	0	59	1
LU	40	7	0	28	4	0	1	40	0
OPSU	33	4	2	27	0	0	0	33	0
USAO	24	0	0	24	0	0	0	24	0
CASC	38	24	9	0	0	0	0	33	5
CSC	25	17	5	0	0	0	0	22	3
EOSC	32	20	9	0	0	0	0	29	3
MSC	29	17	10	0	0	0	0	27	2
NEOAMC	46	20	8	0	0	0	0	28	18
NOC	38	21	17	0	0	0	0	38	0
OCCC	69	22	26	0	0	0	0	48	21
RCC	32	16	9	0	0	0	0	25	7
RSC	57	25	21	0	0	0	0	46	11
SSC	24	18	4	0	0	0	0	22	2
TCC	105	25	42	0	0	0	0	67	38
WOSC	12	2	9	0	0	0	0	11	1
System Total	1,669	265	237	616	272	114	15	1,519	150

1. Letters of Intent		
Institution	Degree Program	Date Rec'd
TCC	Associate in Applied Science in Paramedic Technology	November 13, 2006
TCC	Certificate in Health Care Interpreting	October 25, 2007 (renewed)
TCC	Associate in Applied Science in Mortuary Science	November 13, 2006
TCC	Certificate in Mortuary Science	November 13, 2006
OCCC	Certificate of Automotive Technology	December 14, 2006
TCC	Certificate in Durable Medical Equipment Services	February 12, 2007
RSU	Bachelor of Science in Human Ecology	April 6, 2007
OSU-OKC	Associate in Applied Science in Dietetic Technician	April 30, 2007
OSU-OKC	Certificate in Pharmacy Technician	April 30, 2007
OCCC	Associate in Applied Science in E-Commerce	August 16, 2007 (renewed)
OCCC	Certificate in E-Commerce	August 16, 2007 (renewed)
OCCC	Associate in Science in Bioinformatics	August 16, 2007 (renewed)
OCCC	Associate in Applied Science in Aerospace Services	August 16, 2007 (renewed)
OCCC	Certificate in Aviation Maintenance-Powerplant	August 16, 2007 (renewed)
OCCC	Certificate in Aviation Maintenance-Airframe	August 16, 2007 (renewed)
OCCC	Certificate in International Business	August 16, 2007
OCCC	Associate in Applied Science in Computer-Aided Technology: Geographic Information Systems Emphasis	August 16, 2007
OCCC	Associate in Art in Leisure Management Program	August 16, 2007
OCCC	Certificate in Microcomputer Support Technology	August 16, 2007 (renewed)
OCCC	Certificate in Bioinformatics	August 16, 2007 (renewed)
TCC	Associate in Applied Science in Polysomnography	August 30, 2007 (renewed)
NWOSU	Bachelor of Science in Agricultural Education	October 12, 2007
OCCC	Associate of Applied Science in Petroleum Engineering Technology	November 29, 2007
OCCC	Certificate of Mastery in Petroleum Engineering Technology	November 29, 2007
CU	Master of Science in Organizational Leadership	December 18, 2007
ECU	Master of Science in Accounting	January 18, 2008
TCC	Associate in Applied Science in Process Technology	February 22, 2008
TCC	Certificate in Process Technology	February 22, 2008
OSU-OKC	Associate in Applied Science in Biomedical Technology	February 22, 2008

2. Degree Program Requests Under Review

July 1, 2007 to present

Institution	Degree Program	Date Received	Status
OSU-OKC	Associate in Applied Science in Culinary Arts as a cooperative agreement with Metro Technology Centers	May 6, 2005	undergoing review
LU	Doctor of Philosophy in Rehabilitation Counselors Education	April 14, 2006	undergoing review
NSU	Master of Social Work in Social Work	May 2, 2006	undergoing review
RCC	Associate in Applied Science in Homeland Security and Emergency Preparedness	June 1, 2007	undergoing review
OSU	Doctor of Philosophy in Fire and Emergency Management Administration	June 30, 2007	undergoing review
OSU	Doctor of Philosophy in Geology	June 30, 2007	undergoing review
OSU	Master of Science in Aerospace Administration and Operations	September 12, 2007	undergoing review
OSU	Graduate Certificate in Aerospace Security	September 12, 2007	undergoing review
Ouhsc	Doctor of Rehabilitation Science	January 15, 2008	undergoing review
UCO	Bachelor of Arts in Humanities	January 31, 2008	undergoing review
OSUTB-OKM	Associate in Applied Science in Power Plant Technology	March 14, 2008	April 17, 2008

3. Approved Degree Program Requests

July 1, 2007 to present

Institution	Degree Program	Date Received	Date Approved
Ouhsc	Doctor of Philosophy in Nursing	November 13, 2006	September 13, 2007
OCCC	Certificate in Web Design	November 13, 2006	September 13, 2007
OCCC	Certificate in Web Development	November 13, 2006	September 13, 2007
OSU	Graduate Certificate in Teaching English to Speakers of Other Languages	December 20, 2006	September 13, 2007
OCCC	Associate in Applied Science in Diagnostic Medical Sonography as a Cooperative Agreement with Moore Norman Technology Center	March 29, 2007	September 13, 2007
TCC	Associate in Science in Health Sciences-Pre-Nursing	May 17, 2007	September 13, 2007
TCC	Certificate in Business Health Care	May 17, 2007	September 13, 2007
TCC	Certificate in Electronics - NanoTechnology	May 17, 2007	September 13, 2007
TCC	Certificate in Information Technologies Convergence	May 17, 2007	September 13, 2007
TCC	Certificate in Management Leadership	May 17, 2007	September 13, 2007
TCC	Certificate in Information Technologies Convergence CISCO Routing BASICS	May 17, 2007	September 13, 2007
SWOSU	Master of Science in Management	May 22, 2007	September 13, 2007
SWOSU	Associate in Applied Science in Criminal Justice	May 22, 2007	September 13, 2007
MSC	Associate in Applied Science in Occupational Therapy Assistant	September 25, 2007	November 29, 2007
OU	Bachelor of Science in Criminal Justice	September 14, 2007	November 29, 2007
CASC	Associate of Applied Science in Culinary Arts as a Cooperative Agreement with Kiamichi Technology Center	April 10, 2006	November 29, 2007
OSU	Certificate in University Faculty Preparation	November 19, 2007	February 7, 2008
OSU	Bachelor of Science in Computer Engineering	November 29, 2007	February 7, 2008
CU	Bachelor of Science in Information Technology	April 5, 2007	March 13, 2008
CU	Associate in Applied Science in Information Technology	April 5, 2007	March 13, 2008
OSU-OKC	Certificate in Pharmacy Technology	January 10, 2008	March 13, 2008

4. Requested Degree Program Deletions

July 1, 2007 to present

Institution	Degree Program	Date Received	Status
CASC	Associate in Arts in Speech and Theatre (035)	February 15, 2005	undergoing review
CASC	Associate in Arts in Music (026)	February 15, 2005	undergoing review
CASC	Associate in Arts in Art (002)	February 15, 2005	undergoing review
TCC	Certificate in Transportation Management (243)	September 11, 2007	April 17, 2008
TCC	Associate in Applied Science in Transportation Management (242)	September 11, 2007	April 17, 2008

5. Approved Degree Program Deletions

July 1, 2007 to present

Institution	Degree Program	Date Received	Date Approved
WOSC	Associate in Applied Science in Medical Laboratory Technician (046)	June 14, 2007	September 13, 2007
RSC	Associate in Science in Health, Physical Education and Recreation (036)	June 6, 2007	September 13, 2007
RSC	Associate in Arts in Music (032)	June 6, 2007	September 13, 2007
RSC	Associate in Arts in Theatre (013)	June 6, 2007	September 13, 2007
RSC	Associate in Arts in Art (004)	June 6, 2007	September 13, 2007
RSC	Associate in Applied Science in Broadcast Communication (070)	June 6, 2007	September 13, 2007
EOSC	Associate in Science in Pre-Med and Medical Technology (038)	July 10, 2007	September 13, 2007
EOSC	Associate in Science in Pre-Nursing (039)	July 10, 2007	September 13, 2007
CASC	Associate in Arts in Accounting (001)	August 2, 2007	September 13, 2007
EOSC	Certificate in Surgical Technology (072)	August 9, 2007	September 13, 2007
NEOAMC	Certificate in Banking (070)	August 6, 2007	October 25, 2007
NEOAMC	Certificate in Early Child Education (071)	August 6, 2007	October 25, 2007
NEOAMC	Associate in Applied Science in Early Child Education (010)	August 6, 2007	October 25, 2007
NEOAMC	Associate in Applied Science in Integrated Technology (119)	August 6, 2007	October 25, 2007
NEOAMC	Certificate in Electronics Engineering (076)	August 6, 2007	October 25, 2007
NEOAMC	Certificate in Electronics Engineering (094)	August 6, 2007	October 25, 2007
NEOAMC	Certificate in Electromechanical (075)	August 6, 2007	October 25, 2007
NEOAMC	Certificate in Electromechanical (093)	August 6, 2007	October 25, 2007
SEOSU	Bachelor of Science in Environmental Science (100)	Sept 12, 2007	November 29, 2007
EOSC	Associate in Applied Science in Accounting Assistant (068)	Sept 14, 2007	November 29, 2007
LU	Associate in Science in Horticulture (063)	December 6, 2007	February 7, 2008
NOC	Associate in Applied Science in Aviation Maintenance Technology: Airframe and Powerplant Technology (076)	February 1, 2008	March 13, 2008
OSU	Certificate in Central Asian Studies (405)	February 4, 2008	March 13, 2008
OSU	Certificate in Ancient and Medieval Studies (417)	February 4, 2008	March 13, 2008
OSU	Certificate in Asian Studies (418)	February 4, 2008	March 13, 2008
OSU	Certificate in Latin American Studies (419)	February 4, 2008	March 13, 2008
OSU	Certificate in Russian and Eastern European Studies (420)	February 4, 2008	March 13, 2008
OSU	Certificate in African American Studies (421)	February 4, 2008	March 13, 2008
OSU	Certificate in Native American Studies (422)	February 4, 2008	March 13, 2008
OSU	Master of Arts in Arts Management (415)	February 4, 2008	March 13, 2008

6. Requested Degree Program Name Changes				
July 1, 2007 to present				
Institution	Current Program Name (program code)	Proposed Program Name	Date Received	Status
CSC	Associate of Applied Science in Agriculture Equine Technology (066)	Associate of Science in Agriculture Equine	February 22, 2008	April 17, 2008

7. Approved Degree Program Name Changes				
July 1, 2007 to present				
Institution	Current Program Name (program code)	Proposed Program Name	Date Received	Date Approved
TCC	Certificate in Telecommunications (232)	Certificate in Information Technologies Convergence	May 17, 2007	September 13, 2007
TCC	Certificate in Telecommunications Information Security Essentials (259)	Certificate in Information Technologies Convergence, Information Security Essentials	May 17, 2007	September 13, 2007
SSC	Associate in Applied Science in Business and Information Systems (114)	Associate in Applied Science in Business	May 30, 2007	September 13, 2007
RSC	Associate in Arts in Journalism (026)	Associate in Arts in Mass Communication	June 6, 2007	September 13, 2007
RSC	Associate in Applied Science in E-Commerce and Webmaster (121)	Associate in Applied Science in Web Development Technology	June 6, 2007	September 13, 2007
RSC	Associate in Science in Wellness (107)	Associate in Science in Health and Sports Sciences	June 6, 2007	September 13, 2007
RSU	Associate in Arts in Early Childhood/Elementary Education (011)	Associate in Arts in Elementary Education (011)	August 21, 2007	October 25, 2007
OUHSC	Bachelor of Science in Radiologic Technology (043)	Bachelor of Science in Medical Imagery and Radiation Science	September 21, 2007	November 29, 2007
CASC	Associate of Arts in Information Systems (060)	Associate of Arts in Computer Information Systems	July 26, 2007	February 7, 2008
SWOSU	Master of Education in School Counseling (079)	Master of Science in Community Counseling	December 4, 2007	February 7, 2008
NSU	Bachelor of Arts in Education in Speech Education (091)	Bachelor of Arts in Education in Communication Education	November 7, 2007	February 7, 2008
OSUTB-OKM	Associate of Applied Science in Food Service Management in Culinary Arts (046)	Associate in Applied Science in Culinary Arts	January 11, 2008	March 13, 2008
NWOSU	Bachelor of Science in Social Work (036)	Bachelor of Social Work	January 30, 2008	March 13, 2008

8. Completed Cooperative Agreements
July 1, 2007 to present

Institution	Area Career Technology Center	Degree Program (program code)	Date Received	Date Approved	Date Ratified
OSU-OKC	Metro Technology Center	Associate in Applied Science in Culinary Arts (new)	May 6, 2005		undergoing review
RCC	Central Technology Center	Associate in Applied Science in Sustainable Agriculture, Viticulture, and Enology (085), option	September 21, 2005		April 17, 2008
CASC	Kiamichi Technology Center	Associate in Applied Science in Culinary Arts (new)	April 8, 2006	November 29, 2007	N/A
OSUTB-OKM	Southwest Technology Center	Associate in Applied Science in Information Technologies (012)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Automotive Service Technology (004)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Construction Technology (011)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Engineering Technologies (080)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Information Technologies (012)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Office Information Systems Technology (039)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Graphic Design Technology (014)	July 6, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Eastern Oklahoma County Technology Center	Associate in Applied Science in Multi-Media Graph Technology (034)	July 6, 2007	July 24, 2007	September 13, 2007
OSU-OKC	Metro Technology Center	Associate in Applied Science in Management (053)	April 27, 2007	July 24, 2007	September 13, 2007
OSU-OKC	Metro Technology Center	Associate in Applied Science In Information Technology (094)	April 27, 2007	July 24, 2007	September 13, 2007
OSU-OKC	Metro Technology Center	Associate in Applied Science in Technical Communications (064)	April 27, 2007	July 24, 2007	September 13, 2007
OSUTB-OKM	Great Plains Technology Center	Associate in Applied Science in Information Technologies (012)	October 3, 2007	October 19, 2007	October 25, 2007
OSUTB-OKM	Francis Tuttle Technology Center	Associate in Applied Science in Construction Technologies (011)	October 3, 2007	October 19, 2007	October 25, 2007
TCC	Tulsa Technology Center	Associate in Applied Science in Technology (247)	2005		undergoing review
NEOAMC	Northeast Technology Center	Associate in Applied Science in Administrative Office Support (043)	Sept 4, 2007	October 29, 2007	November 29, 2007
NEOAMC	Northeast Technology Center	Associate in Applied Science in Marketing and Management (032)	April 30, 2007	November 1, 2007	November 29, 2007
WOSC	Western Technology Center	Associate in Applied Science in Office Systems Technology (049)	December 19, 2007	January 4, 2008	February 7, 2008
WOSC	Western Technology Center	Associate in Applied Science in Nursing (040)	December 19, 2007	January 4, 2008	February 7, 2008
WOSC	Southwest Technology Center	Associate in Applied Science in Nursing (040)	April 28, 2004	January 4, 2008	February 7, 2008
WOSC	Great Plains Technology Center	Associate in Applied Science in Nursing (040)	December 19, 2007	January 4, 2008	February 7, 2008
NOC	Autry Technology Center	Associate in Applied Science in Engineering Technology- Automation technology- Instrumentation	February 22, 2008		undergoing Review

TCC	Tulsa Technology Center	Associate in Applied Science in Interior Design (111)	February 22, 2008	March 31, 2008	April 17, 2008
TCC	Tulsa Technology Center	Certificate in Interior Design (194)	February 22, 2008	March 31, 2008	April 17, 2008
TCC	Tulsa Technology Center	Associate in Applied Science in Paralegal (039)	February 22, 2008	March 31, 2008	April 17, 2008
TCC	Tulsa Technology Center	Associate in Applied Science in Radiography (x-ray) (070)	February 22, 2008	March 31, 2008	April 17, 2008

9. Suspended Programs

July 1, 2007 to present

Institution	Degree Program (program code)	Date Suspended	Date Suspension Ratified	Date by which program must be reinstated or deleted
LU	Bachelor of Arts in Art History (020)	August 17, 2007	September 13, 2007	August 17, 2010
RSC	Certificate in Realtime Translator (108)	August 17, 2007	September 13, 2007	August 17, 2010
RSC	Certificate in Realtime Voicewriting (129)	August 17, 2007	September 13, 2007	August 17, 2010
RSC	Associate in Applied Science in Court Reporting (009)	August 17, 2007	September 13, 2007	August 17, 2010
RCC	Associate in Applied Science in Emergency Medical Technology (076)	August 17, 2007	September 13, 2007	August 17, 2010
OSU	Master of Science in Control Systems Engineering (413)	October 19, 2007	November 29, 2007	October 12, 2010
OSU	Bachelor of Science in Pre-Veterinary Science (175)	October 12, 2007	February 7, 2008	October 12, 2010

10. Reinstated Programs

July 1, 2007 to present

Date Rec'd	Institution	Degree Program (program code)	Original Suspension Date	Date Reinstatement Ratified
August 14, 2007	WOSC	Associate in Applied Science in Aviation (003)	May 21, 2007	September 13, 2007
August 14, 2007	WOSC	Associate in Science in University Studies (030)	May 21, 2007	September 13, 2007

11. Requested Inventory Reconciliations

July 1, 2007 to present

Institution	Degree Program (program code)	Date Received	Status
OU	Master of Arts in Journalism (138), program name change to reconcile institutional practice with the official degree program inventory.	July 19, 2007	September 13, 2007
OSCC	Associate in Science in Pre-Child Development (089), degree name and degree designation change to reconcile institutional practice with the official degree program inventory.	July 25, 2007	September 13, 2007
OUHSC	Bachelor of Science in Medical Imaging and Radiation Science (043), Added options in: Radiology, Nuclear Medicine Technology, Sonography, Radiation Therapy	January 30, 2008	March 13, 2008

12. Net Reduction Table
1991-92 through March 13, 2008

Institution	1991	Current			
	Academic Year 1991-92 No. of Programs	Number of Programs	Number Deleted	Number Added	Net Reduction
OU	278	242	72	37	36
OUHSC	62	62	15	16	-1
OU- LAW	1	1	0	0	0
OSU	230	214	68	55	13
OSU- OKC	50	45	42	38	4
OSUTB- OKM	47	23	39	15	24
OSU- Vet Med	1	1	0	0	0
OSU- CHS	1	6	0	5	-5
ECU	43	43	5	5	0
NSU	97	86	20	22	-2
NWOSU	56	44	16	4	12
RSU	78	29	69	27	42
SEOSU	61	52	26	16	10
SWOSU	94	65	52	22	30
UCO	135	92	54	11	43
CU	36	60	3	27	-24
LU	41	40	12	13	-3
OPSU	42	33	19	10	9
USAO	34	24	10	1	9
CASC	37	38	13	12	0
CSC	61	25	42	7	35
EOSC	56	32	31	7	24
MSC	32	29	7	10	-1
NEOAMC	87	46	46	14	41
NOC	54	38	34	18	16
OCCC	68	69	41	42	-1
RCC	62	32	42	13	29
RSC	82	57	48	23	25
SSC	31	24	12	5	7
TCC	107	105	60	62	-2
WOSC	50	12	41	5	36
System Total	2,114	1669	939	542	406

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #19-b (1):

Faculty Salary Report.

SUBJECT:

Salaries in the Oklahoma State System of Higher Education, 2007-2008 Faculty and Selected Administrative Positions

RECOMMENDATION:

This is an informational item recommended for the State Regents' acceptance.

BACKGROUND:

Colleges and universities in the State System provide annually aggregate salary and benefit data for faculty by rank and for selected administrative positions. This information is compiled and analyzed in an enclosed supplement and provides a valuable resource for college administrators, governing boards, the coordinating board, the Governor, and the Legislature for both immediate and long-range planning. An historical analysis of national faculty salary trends compared to Oklahoma is also included.

The average faculty salary for all full-time faculty equated to a 9-10 month contract basis in Oklahoma state-supported colleges and universities, excluding the constituent agencies, is \$60,255 for the year 2007-2008. This is an increase of \$1,848 or 3.2 percent above 2006-2007. The total number of full-time faculty in Oklahoma's 25 colleges and universities (not including constituent agencies) in 2007-2008 is 4,909, an increase of 122, or 2.5 percent, over 2006-2007. When the constituent agencies are included, the total for the system is 6669, an increase of 161 or 2.8 percent above the previous year.

The 2007-2008 salaries range from a low of \$14,884 to a high of \$333,210 on a 9-10 month basis and from \$8,016 to \$275,000 for contracts on an 11-12 month basis. This data excludes salaries for deans and other administrative personnel.

As expected, the data shows that fringe benefits have increased by 4.7 percent for 9-10 month faculty and by 11.4 percent for 11-12 month contracts. The average benefit package for 9-10 month faculty is \$20,722 and \$27,816 for 11-12 month faculty. The increase is largely influenced by increases in health care and legislative changes to the retirement contributions that became effective during FY08.

Supplement

Meeting of the
OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
April 17, 2008

AGENDA ITEM #19-b (2):

High School Indicators.

SUBJECT: Oklahoma High School Indicators Project. Reports required by 1989 legislation relating to (1) high school to college-going rate by high school site, (2) performance of college freshmen by high school site, and (3) ACT performance by high school site.

RECOMMENDATION:

It is recommended that the State Regents accept the reports of the High School Indicators Project.

BACKGROUND:

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

POLICY ISSUES:

These reports are consistent with States Regents' policy.

ANALYSIS:

In response to the directive of SB 183, the State Regents will be providing four reports; (1) High School to College-Going Rates for Oklahoma High School Graduates to Oklahoma Colleges; (2) Headcount, Semester Hours, and GPA Report; (3) Mean ACT Scores by Oklahoma High School Site; and (4) Remediation Rates for Oklahoma High School Graduates in Oklahoma Public Higher Education (beginning in 1995). The two remaining reports (High School to College-Going Rate Report and Headcount, Semester Hours, and Grade Point Average of First-Time Freshmen Report) are contained within this agenda.

High School to College-Going Rates for Oklahoma High School Graduates to Oklahoma Colleges

The report of high school to college-going rates for Oklahoma high school graduates attending Oklahoma colleges includes each of the last three high school graduate years (2004, 2005 and 2006) and a three-year average. It lists the following information by county, district, and high school site: (1) the number of high school graduates; (2) the number of high school graduates who went directly to college the following academic year, which is known as the linear college-going rate; and (3) the number of high school graduates who delay entry into college for one year or more.

Headcount, Semester Hour and GPA Report

The headcount, semester hour, and grade point average (GPA) report provides academic year headcount, semester hour, and cumulative GPA information for 2006 high school graduates as fall 2006 First-time entering college freshmen in Oklahoma public institutions. The headcount and semester hour data are distributed by GPA ranges (0.0-1.6, 1.7-1.9, 2.0-2.9, 3.0+) numerically and by percent within each range.

In compliance with Senate Bill No. 183, the State Regents will transmit these reports to the Office of Accountability upon approval.

Supplement

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
655 Research Parkway, Oklahoma City

MINUTES

Seven Hundred Eleventh Meeting



March 13, 2008

OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
655 Research Parkway, Oklahoma City, Oklahoma

Minutes of the Seven Hundred Eleventh Meeting
March 13, 2008

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OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION
Research Park, Oklahoma City

**Minutes of the Seven Hundred Eleventh Meeting
of the
Oklahoma State Regents for Higher Education
March 13, 2008**

1. **ANNOUNCEMENT OF FILING OF MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT.** The Oklahoma State Regents for Higher Education held their regular meeting at 9 a.m. on Thursday, March 13, 2008, at Cameron University in Lawton, Oklahoma. Notice of the meeting had been filed with the Secretary of State on October 30, 2008. A copy of the agenda for the meeting had been posted in accordance with the Open Meeting Act.
2. **CALL TO ORDER.** Regent Burgess called the meeting to order and presided. Present for the meeting were State Regents Bill Burgess, Ron White, Jody Parker, Cheryl Hunter, and John Massey.
3. **MINUTES OF THE PREVIOUS MEETING.** Regent White made a motion, seconded by Regent Massey, to approve the minutes of the State Regents' Special Meeting on February 6, 2008, and the State Regents' Regular Meeting on February 7, 2008. Voting for the motion were Regents White, Parker, Hunter, Massey, and Burgess. Voting against the motion were none.
4. **REPORT OF THE CHAIRMAN.** Chairman Burgess expressed his appreciation to President Cynthia Ross for hosting the State Regents over the last two days.
5. **REPORT OF THE CHANCELLOR.** Chancellor Glen D. Johnson added his appreciation for President Ross for hosting the State Regents' Spring Retreat. Chancellor Johnson provided an update on legislative issues, noting the Regents' request for a supplemental allocation to cover the shortfall in lottery revenues. He also noted that he would be meeting with the House and Senate leadership throughout the coming weeks. Chancellor Johnson reported that Governor Brad Henry had issued an extension of the Campus Life And Safety and Security (CLASS) Task Force. He

also reported that the Statewide Enrollment Management Conference had been a great success, with nearly 225 participants from every State System institution. Chancellor Johnson also provided the State Regents with a list of events he had participated in.

6. COMMENTS FROM THE HOSTING PRESIDENT. Dr. Cynthia Ross, President of Cameron University, welcomed the State Regents to Lawton and to the Cameron University campus. She provided a summary of Cameron's centennial celebration events, titled "Changing Lives for 100 Years", and their success at fundraising for *Plan 2013*, the strategic plan for Cameron University's next 100 years. Elementary education master's student Dolores Bird spoke to the State Regents about her experiences at Cameron University, highlighting the opportunities that an advanced education had provided.

7. NEW PROGRAMS.

a. Regent Massey made a motion, seconded by Regent White, to approve the request from Oklahoma State University – Oklahoma City to offer the Certificate in Pharmacy Technology. Voting for the motion were Regents Parker, Hunter, Massey, Burgess, and White. Voting against the motion were none.

b. Regent Massey made a motion, seconded by Regent Hunter, to approve the request from Cameron University to offer the Associate in Applied Science in Information Technology and the Bachelor of Science in Information Technology. Chairman Burgess recognized Dr. John McArthur, Vice President for Academic Affairs at Cameron University, and Dr. Johnny Carroll, Chair of the Department of Computing at Cameron University, who were instrumental in the creation of the requested programs. Voting for the motion were Regents Hunter, Massey, Burgess, White, and Parker. Voting against the motion were none.

8. PROGRAM DELETIONS. Regent Parker made a motion, seconded by Regent Hunter, to approve the requests from Oklahoma State University to delete seven certificate programs and the Master of Arts in Arts Management program and from Northern Oklahoma College to delete the

Associate in Applied Science in Aviation Maintenance Technology. Voting for the motion were Regents Massey, Burgess, White, Parker, and Hunter. Voting against the motion were none.

9. ACCREDITATION. Regent Parker made a motion, seconded by Regent Hunter, to approve the recommendations for provisional accreditation with reexamination in four years to the English Language Institute at Oklahoma State University and provisional accreditation with reexamination in two years to the Center for English as a Second Language at the University of Oklahoma. Voting for the motion were Regents Burgess, White, Parker, Hunter, and Massey. Voting against the motion were none.

10. ADMISSION STANDARDS. Regent Massey made a motion, seconded by Regent Hunter, to approve the request from Oklahoma State University to change admission standards for first-time freshmen. The requested change would allow students who have achieved the State Regents' minimum standards for admission but fall short of the University's admission standards to achieve admission through a qualitative review process. Voting for the motion were Regents White, Parker, Hunter, Massey, and Burgess. Voting against the motion were none.

11. POLICY.

a. Regent Parker made a motion, seconded by Regent White, to approve the request from the Faculty Advisory Council (FAC) to expand the membership of the council from 7 to 14 and to allow faculty organization leaders to designate representatives to attend the annual Faculty Assembly and thereby become eligible to serve on the FAC. Voting for the motion were Regents Parker, Hunter, Massey, Burgess, and White. Voting against the motion were none. A copy of the revised policy is shown as "Attachment A".

b. Regent Hunter made a motion, seconded by Regent White, to adopt the proposed permanent rule amendments for the Oklahoma's Promise – Oklahoma Higher Learning Access Program (OHLAP). Voting for the motion were Regents Hunter, Massey, Burgess, White, and Parker. Voting against the motion were none. A copy of the revised policy is shown as "Attachment B".

- c. Regent White made a motion, seconded by Regent Hunter, to adopt the proposed permanent rule amendment for the Oklahoma Tuition Aid Grant Program. Voting for the motion were Regents Massey, Burgess, White, Parker, and Hunter. Voting against the motion were none. A copy of the revised policy is shown as “Attachment C”.

12. E&G ALLOCATIONS.

- a. Regent Parker made a motion, seconded by Regent White, to approve the allocation of \$3,555.00 to the University of Central Oklahoma for the 2008 State System Higher Education Conference on Enrollment Management. Voting for the motion were Regents Burgess, White, Parker, Hunter, and Massey. Voting against the motion were none.
- b. Regent Parker made a motion, seconded by Regent White, to approve the allocation of up to \$100,000 for a personal service contract for consulting services on the Oklahoma Creativity Project. Voting for the motion were Regents White, Parker, Hunter, Massey, and Burgess. Voting against the motion were none.

13. TUITION AND FEES.

- a. Vice Chancellor Amanda Paliotta presented the legislative tuition and mandatory fee limits for resident and nonresident undergraduate, graduate, and professional programs for FY 2009 and the institutional requests for changes to academic service fees for FY 2009. This item was for posting only and did not require State Regents’ action.
- b. Vice Chancellor Paliotta presented the proposed changes to the Tuition and Fee Policy, which incorporate the guaranteed tuition rate program implemented by HB 2103, and provide clarification on the reimbursement of the resident tuition portion of waivers for concurrently enrolled high school seniors. This item was for posting only and did not require State Regents’ action.
- c. Chairman Burgess announced that the Oklahoma State Regents for Higher Education would be conducting a public hearing on tuition and mandatory fees on Thursday, April 17, 2008, immediately following the 9 a.m. Regents’ regularly scheduled meeting.

- 14. POLICY.** Regent White made a motion, seconded by Regent Hunter, to adopt the permanent rule amendments to the administrative rules governing the State Regents’ purchasing division. The proposed amendments provide the Chancellor with purchasing authority for emergency acquisitions that exceed \$100,000, clarify the definition of an emergency acquisition, and clarify the Regents’ procedure concerning purchases between \$25,000 and \$100,000. Voting for the motion were Regents Parker, Hunter, Massey, Burgess, and White. Voting against the motion were none. A copy of the revised policy is shown as “Attachment D”.
- 15. COMPLIANCE AUDIT REPORT.** Regent Hunter asked Jon Domstead, System Auditor for the State Regents, to present the Brain Gain Improvement and Program of Excellence grant expenditures compliance report. Mr. Domstead stated that the audit examined \$2.9 million of the \$4.05 million awarded by the State Regents during fiscal year 2005 through 2007. The audit covered 15 state system institutions whose proposals were awarded funding for Brain Gain Improvement or Program of Excellence initiatives. Mr. Domstead reported that, based on the review, there were no significant issues or problems found in the grant fund expenditures. Regent Parker made a motion, seconded by Regent White, to accept the Brain Gain Improvement and Program of Excellence grant expenditures audit report. Voting for the motion were Regents Hunter, Massey, Burgess, White, and Parker. Voting against the motion were none.
- 16. COMMENDATIONS.** Regent Hunter made a motion, seconded by Regent Massey, to recognize State Regents’ staff for service and recognitions on state and national projects. Voting for the motion were Regents Massey, Burgess, White, Parker, and Hunter. Voting against the motion were none.
- 17. EXECUTIVE SESSION.** Chairman Burgess stated that the State Regents did not need to go into an executive session at this time.
- 18. PERSONNEL.** Regent Parker made a motion, seconded by Regent Hunter, to ratify the appointment of Nancy Connally to the position of Associate Vice Chancellor for Operations and Legal Affairs/OneNet. Ms. Connally currently serves as Assistant General Counsel for the State

Regents. Voting for the motion were Regents Burgess, White, Parker, Hunter, and Massey.

Voting against the motion were none.

- 19. CONSENT DOCKET.** Regent Massey made a motion, seconded by Regent White, to approve the following consent items:

- a. Programs.
 - (1) Approval of institutional request for program modifications.
 - (2) Approval of institutional requests for program reconciliations.
- b. Approval of institutional requests for final approval of, and review of schedule extensions, for existing programs.
- c. Approval of requests from Oklahoma State University to offer an existing degree program via online delivery.
- d. Ratification of capital allotments.
- e. Ratification of purchases exceeding \$25,000.
- f. Ratification of resolution honoring retiring staff.

Voting for the motion were Regents White, Parker, Hunter, Massey, and Burgess. Voting against the motion were none.

- 20. REPORTS.** Regent Hunter made a motion, seconded by Regent Massey, to accept the following reports:

- a. Status report on program requests.
- b. Annual Reports.
 - (1) Resident and Nonresident Tuition Waiver Report, 2006-2007.
 - (2) Tenth Annual Teacher Education Report.
 - (3) Spring 2008 Preliminary Enrollment Report.
 - (4) High School Indicators Reports.
 - (5) Annual Student Remediation Report.

Voting for the motion were Regents Parker, Hunter, Massey, Burgess, and White. Voting against the motion were none.

21. REPORT OF THE COMMITTEES.

- a. Academic Affairs and Social Justice and Student Services Committees. Regent Parker stated that all of the committee's items had been handled during the meeting.
- b. Budget and Audit Committee. Regent White reported that all of the committee's items had been acted on.
- c. Strategic Planning and Personnel Committee. Regent Hunter stated that the committee had no additional items to discuss.
- d. Technology Committee. Regent White reported that the committee discussed the importance of the National LambdaRail (NLR) to the State System of higher education and had approved staff's recommendation to send a letter of intent to continue the State Regents' commitment to the NLR.
- e. Investment Committee. Regent Parker stated that the committee did not have any items to bring before the board for action.

22. NEW BUSINESS. No new business was brought before the Regents.

23. ANNOUNCEMENT OF NEXT REGULAR MEETING. Chairman Burgess announced that the next regular meeting of the State Regents would be held at 9 a.m. on Thursday, April 17, 2008, at the State Regents' offices in Oklahoma City, Oklahoma.

24. ADJOURNMENT. With no additional items to discuss, the meeting was adjourned.

ATTEST:

Bill Burgess, Chairman

Stuart Price, Secretary

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~~ 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.

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

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.

**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]

**TITLE 610. STATE REGENTS FOR HIGHER EDUCATION
CHAPTER 1. ADMINISTRATIVE OPERATIONS
SUBCHAPTER 11. PURCHASING**

610:1-11-1. Purpose [no change]

610:1-11-2. Purchasing authority for OneNet statewide contracts [no change]

610:1-11-3. Definitions

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

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

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

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

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

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

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

"Days" means calendar days unless otherwise specified.

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

"EEOC" means Equal Employment Opportunity Commission.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

610:1-11-4. General contracting and purchasing provisions [no change]

610:1-11-5. Vendor registration [no change]

610:1-11-6. Vendor retention and removal from bidder list [no change]

610:1-11-7. Competitive bidding [no change]

610:1-11-8. Request for Proposals process [no change]

610:1-11-9. Group purchasing acquisitions; Alternatives to the formal bid process [no change]

610:1-11-10. Sole source contracts [no change]

610:1-11-11. Emergency acquisition process [no change]

610:1-11-12. Purchases \$2,500 or less [no change]

610:1-11-13. Purchases between \$2,501 and \$25,000 [no change]

610:1-11-14. Purchases in excess of \$25,000

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

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

610:1-11-15. Purchases in excess of \$100,000

Purchases in excess of \$100,000 require prior approval of the State Regents unless an emergency acquisition is deemed necessary. In such event, the Chancellor shall have authority to execute emergency acquisitions that exceed \$100,000. All emergency acquisitions shall be reported to the State Regents immediately, and shall also be reported to the State Regents for ratification at their first board meeting subsequent to the purchase. Documentation that is reasonable and sufficient under the circumstances substantiating the basis for the emergency should be maintained.

610:1-11-16. Professional and Personal services contract [no change]

610:1-11-17. Training [no change]

610:1-11-18. Membership and Subscriptions [no change]

610:1-11-19. Utilities [no change]

610:1-11-20. Purchasing Authority for OneNet Statewide contracts [no change]

610:1-11-21. Contract Renewals [no change]

610:1-11-22. Negotiation Authority [no change]