

UNIVERSITY OF SCIENCE AND ARTS OF OKLAHOMA
BOARD OF REGENTS
MINUTES
September 8, 2015

The Board of Regents for the University of Science and Arts of Oklahoma met Tuesday, September 8, 2015, in the President's Conference Room on the USAO campus. Before the meeting was called to order, President John Feaver stated that advance public notice of this meeting was properly filed and displayed in compliance with the Open Meeting Law. Chair Mosley led the group in the Pledge of Allegiance and then called the meeting to order at 1:30 and asked for roll call. Members present were: Mo Anderson, GT Bynum, Dave McLaughlin, Dian Ming, and Chris Mosley. Absent were Hilary Kitz and Bill Lance. Also present were: President John Feaver, Vice President Krista Maxson, Vice President Monica Trevino, Vice President Mike Coponiti, Vice President Lynn Boyce, Vice President Michael Nealeigh, Interim Director of Communications and Marketing Katey Chambers, President of the Alumni Association Ron Carr, Chair of the Staff Association Leah Feild, and Diane Carroll, Executive Assistant to the President and Secretary to the USAO Board of Regents.

Introductions: Matthew Stangl, Assistant Attorney General, introduction as General Counsel representing USAO in the Office of the Oklahoma Attorney General.

Presentations: Chair Mosley presented the Regents Employee of the Year Award to Kirk Irby, Grounds crew.

Mr. GT Bynum was sworn in as the newest USAO Regent.

Approval of the Minutes of the June 9, 2015 meeting: On a motion by Regent Ming, seconded by Regent Bynum, the minutes were approved (5-0).

Communications: None.

Unfinished Business: None.

New Business:

1. Personnel –

APPOINTMENTS:

Kenneth Davis, HVAC Technician, full-time effective June 1, 2015, salary \$24,000.

Sarah Townley, Enrollment and Records Specialist, full-time effective July 6, 2015, salary \$24,750.

Codi Martinez, Carpenter, full-time effective August 1, 2015, salary \$21,500.

Justin Tinder, Sports Information Director, full-time effective, August 10, 2015, salary \$31,000.

Sarah Crevar, Administrative Assistant Student Services, full-time effective August 10, 2015, salary \$21,000.

Darrick Matthews, Women's Head Basketball Coach, full-time effective August 18, 2015, salary \$55,000. Coach Matthews comes to us from Southwestern Christian University.

Nicholas Childs, Assistant Baseball Coach, part-time effective August 19, 2015, salary \$21,000. Coach Childs was a graduate assistant at University of Northern Colorado.

K'Reen Wilson, Financial Aid Specialist, full-time effective September 1, 2015, salary \$25,000.

Cassandra Erslund, Director of Development, full-time effective September 8, 2015, salary \$61,500. Ms. Erslund received her Bachelor of Arts from University of Oklahoma.

Kimberly Leveridge, Institutional Research Director, full-time effective August 31, 2015, salary \$45,000. Ms. Leveridge received her Ph.D from University of Tulsa.

RESIGNATIONS:

Janell Williamson, effective June 30, 2016

Jessica Jackson, effective July 16, 2015

George Guajardo, effective July 16, 2015

Chelsea Butler, effective July 16, 2015

Samuel Hayden, effective July 31, 2015

Jennifer Hayden, effective August 7, 2015

Julie Stockstill, effective August 10, 2015

Rachel Sharpe, effective August 11, 2015

Cody Dracars, effective August 13, 2015

Robert Story, effective August 14, 2015

Robert Sikes, effective August 28, 2015

Kelly Arnold, effective September 21, 2015

On a motion by Regent Anderson, seconded by Regent Bynum, the Board voted unanimously to approve the personnel actions. (5-0)

2. Financial Statements – Vice President for Business and Finance Mike Coponiti covered the monthly financials with the group.

No action was necessary.

3. Report Financial Aid for FY13-14- Chair Mosey called on Ms. Laura Coponiti, Director of Financial Aid, to report on the status of financial aid for FY14-15. Ms. Coponiti said at this time of the year the Financial Aid Office is working on three academic years; closing and reporting for 2013-14, actively administering aid for 2014-15, and planning ahead for

2015-16 for recruiting and retention purposes. She explained the various uses of student aid funds that include federal, state and USAO foundation resources.

No action was necessary.

4. Ratification for Bids on Gary Hall and Nash Library Boilers – Chair Mosley called on Regent McLaughlin who reported that the Finance and Audit Committee met on Tuesday, July 7, 2015, at 11:00 a.m. at the Faculty House to consider the request. Regent McLaughlin called on Vice President Coponiti to report on the following.

Due to aging steam lines and the installation of the “Coming Together Park” it has been determined to abandon the east portion of the central steam loop. This action will eliminate significant energy loss and increase heating efficiency and control to both Gary Hall and Nash Library.

The following bids were received to install 85% efficiency boilers in each building:

Vendor, Location	Bid
Jackson Mechanical Service Inc., Oklahoma City	\$82,238.00
Streets, LLC, Oklahoma City	\$134,329.00
Air Technologies, Inc.,	\$122,620.00

The Mechanical Maintenance Supervisor has extensive experience with all these vendors and is confident that any of the vendors can effectively complete the installation. We recommend that a contract be awarded to Jackson Mechanical Services Inc. of Oklahoma City for \$82,238.00. This will come from section 13/New College funds.

With a recommendation from Regent McLaughlin to accept the proposal, and a second from Regent Anderson, the Board voted to approve the bids for Gary Hall and Nash Library boiler. (5-0)

5. Ratification for Authorization to Upgrade Student Information System - Chair Mosley called on Regent McLaughlin who reported that the Finance and Audit Committee met on Tuesday, July 7, 2015, at 11:00 a.m. at the Faculty House to consider the request. Regent McLaughlin called on Vice President Boyce to report on the following.

Our current Student Information System (SIS) was designed in the late 1980's and was purchased a few years ago by Jenzabar, Inc. It's been called POISE until recently, but was changed to PX when Jenzabar purchased the company. It has many short-comings, including its inability to provide for data analysis as well as communication between modules. Several schools in Oklahoma are taking advantage of an opportunity to upgrade their SIS with a special offer from Jenzabar which includes a one-for-one license buy out

for \$1, in exchange for a modern SIS called EX. This applies only to existing modules currently licensed to each customer.

Jenzabar EX will allow our administrative and academic staff to access, update, store and report on crucial data through a common database and a complete suite of end-to-end, fully integrated modules. Our current system, PX, requires several departments to hand-enter data which is time-consuming and error-prone. New modules will be licensed which will facilitate communication between different parts of our administration which have never before existed. This will include Admissions, Financial Aid, Registration, Student Life, and Student Records. It will provide new end user utilities (i.e.: purchasing and advising/degree audit) with new administrative functionalities such as Institutional Research, budgeting, fixed asset management, and human resources.

Software licensing will cost \$214,847 to get the modules we need for an end-to-end software system, covering the above. Implementation and conversion services (which includes exporting our existing data and importing it into the new system) will run approximately \$370,000. This is approximate because an estimated number of hours is projected for each step of the implementation, and it could be a little more or less than their estimate. Annual maintenance will start year one at \$68,622 and increase at an approximate rate of 6% over the next five years. The initial first year cost will be approximately \$653,468. This will come from section 13/New College funds.

With a recommendation from Regent McLaughlin to accept the proposal, and a second from Regent Bynum, the Board voted to approve to upgrade student information system. (5-0)

6. Request Approval of the USAO Alumni Association Affiliation Agreement - Chair Mosley called on Regent Bynum who reported that the University Advancement Committee met on Tuesday, September 8, 2015, at 11:00 a.m. in the President's Conference Room to consider the request. Regent Bynum called on Vice President Nealeigh to report on the following.

The affiliation agreement between the USAO Alumni Association, Inc. and the University outlines the nature of the cooperative relationship that exists between the two entities. The agreement was approved by the incorporated alumni association's board of directors on August 29, 2015.

With a recommendation from Regent Bynum to accept the proposal, and a second from Regent Anderson, the Board voted to approve the USAO Alumni Association Affiliation Agreement. (5-0)

7. President's Report

The President addressed the Board on the following items:

- a. President Feaver introduced the new Vice President for Academic Affairs Krista Maxson.

- b. Vice President Nealeigh reported on the Ready Set Now Campaign update and introduced Katie Chamber as acting interim for Director of Communications and Marketing. Completion of the Ready, Set, Now Campaign will be November 23rd.
- c. Reminder of the Regents Education Program on September 22nd.
- d. Mo Anderson and Mike Turpen are teaming up to raise scholarship money in the names of the Governor's mother and Mike Turpen's mother-in-law.

8. Remarks from Representatives to the Board:

- i. Faculty Association – No report.
- ii. Student Association – No Report
- iii. Alumni Association – Ron Carr, President of the Alumni Association reported on the many activities of the Alumni Association.
- iv. Staff Association – Leah Feild, Chair of the Staff Association reported that staff has had a busy summer.

9. Time and Place of Next Meeting – the next meeting will be held Tuesday, December 8, 2015 at 1:30 p.m. on the USAO campus.

10. Consideration of “any matter not known about which could not have been reasonably foreseen prior to the time of posting of the agenda” –

11. Adjournment – On a motion by Regent McLaughlin, seconded by Regent Bynum, the Board voted unanimously to adjourn. Chair Mosley declared the Board meeting adjourned at 2:30 p.m.

Advance public notice of this meeting was properly filed and displayed in compliance with Title 25, O.S. 1981, Section 311.