

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA



MINUTES

REGULAR BOARD MEETING

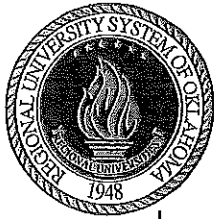
September 10, 2021

9:00 am

**Northwestern Oklahoma State University
Student Center, 1st Floor, Ranger Room
Alva, Oklahoma**

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REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

University
of
Central
Oklahoma

East
Central
University

Northeastern
State
University

Northwestern
Oklahoma
State
University

Southeastern
Oklahoma
State
University

Southwestern
Oklahoma
State
University

AGENDA

September 10, 2021

9:00 a.m.

Northwestern Oklahoma State University
Student Center, 1st Floor, Ranger Room
Alva, Oklahoma

Official action can only be taken on items which appear on the Agenda. The RUSO Board of Regents may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the Regents may refer the matter to the Executive Director or Legal Counsel. The Regents may also refer items to staff or committees for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

I. ANNOUNCEMENT OF FILING MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT

II. CALL TO ORDER AND REGENTS' ROLL CALL

A. EXCUSE ABSENT REGENTS

B. INTRODUCTION OF GUESTS

III. CHAIR'S REPORT—Regent Connie Reilly

IV. CONSENT DOCKET

A. MINUTES OF PREVIOUS MEETING

1. Approval of Minutes of Special Meeting, June 17, 2021

B. ACADEMIC AFFAIRS

1. Northwestern Oklahoma State University

a. Program Modification, Program Requirement Change

1. BBA, Accounting (001)
2. Certificate, Accounting (068)

2. Southwestern Oklahoma State University

a. Program Modification Requests

1. Master of Business Administration (086) – changing elective courses
2. MS Management (153) - changing elective courses
3. BS Biology (009) - changing elective courses
4. BS Microbiology (034) - changing elective courses
5. BSE Natural Science Education (039) – Adding practicum course

V. REPORT OF RUSO COMMITTEE PROCEEDINGS

A. FACILITIES STEWARDSHIP COMMITTEE –Regent Lake Carpenter

Report of the Facilities Stewardship Committee, Thursday, September 9, 2021, 4:30 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Northwestern Oklahoma State University

a. Change Order-Project #505-0005 Major Repairs and Renovations

Project Description: Approve change order #1 resulting in an increase to the original contract amount of \$13,800. The increase covers additional roof decking and metal flashing that was requested from our architect prior to the final

FINAL AGENDA FOR SEPTEMBER 10, 2021

inspection of the roofs. Roofs were replaced on the J.W. Martin Library and the Athletic Practice Facility.

Requested Funding: Original contract amount of \$246,610 plus this change order request of \$13,800.

Budget Breakdown: Total cost of the project after the change order is \$260,410.

Job Order Contractor: N/A

Congruent with Facilities Master Plans or Strategic Plans? Yes

Revenue Source: Funding for the two roof replacements is from Section 13, New College/Offset Funds (650).

2. Northeastern State University

a. Ratification of Emergency Approval

On July 28, 2021, Regent Reilly, Board Chair, and Regent Carpenter, Chair Facilities Stewardship Committee, granted emergency approval to spend \$65,000 in infrastructure fee funds to complete repairs to the Clock Tower in Seminary Hall which is a part of the renovation project made possible from a \$4 million gift from Cherokee Nation. The additional funding is needed due to more extensive damage to the Clock Tower than original inspections indicated.

Approval:

a. Project #485-0073 - General Repairs

Project Description: Request permission to design, bid and award to the lowest responsible bidder, needed general renovations and repairs to facilities on all three University campuses.

Requested Funding Approval: \$200,000

Budget Breakdown: Renovation/Repairs

Revenue Source(s): \$200,000 - 600 Fund

Informational:

a. Project #485-0048 - Muskogee Campus Outdoor/Parking lot LED Lighting

Project Description: Muskogee Campus outdoor and parking lot LED lighting repair and upgrade. This project was originally approved in October 2020. Due to increases in market conditions we request an increase of \$21,000 to the original \$50,000

Requested Funding Approval: \$71,000

Budget Breakdown: Renovation/Repairs

Congruent with Facility Master Plans or Strategic Plans: Yes

Revenue Source(s): Infrastructure Fee

b. Project #485-0073 - Campus Building Automation

Project Description: Campus wide updates and installation of new building automation and controls.

Requested Funding Approval: \$75,000

Budget Breakdown: Renovation/Repairs

Congruent with Facility Master Plans or Strategic Plans: Yes

Revenue Source(s): 295 Fund

Change Orders—Wilson Hall Phase 3:

- a.** Flintco, LLC Change Order #2, Electrical pathways and upgrades for Data and Communication.....\$17,326
- b.** Flintco, LLC Change Order #3, existing window joint seal.....\$83,729

3. University of Central Oklahoma

Approval Items:

a. **Project # 120-0032 Sports Complex Improvements**

Project Description: Request approval to solicit and award contract not to exceed \$850,000 for the purpose of replacing the artificial turf at Wantland Stadium. Solicitation will be in the form of a *Request for Proposal*.

Requested Funding Approval: \$850,000

Budget Breakdown: \$850,000 for turf replacement.

Congruent with Facility Master Plan or Strategic Plan: Yes

Revenue Sources: Wantland Stadium Facility Fee

b. **Project # 120-0027 Major Repairs and Deferred Maintenance**

Project Description: Request approval to fund and award contracts to Johnson Controls Inc. and Lingo Construction not to exceed \$275,000 for the purpose of replacing the Academy of Contemporary Music boiler and cooling tower, as well as the construction of mechanical space needed to accommodate the work.

Requested Funding Approval: \$275,000

Budget Breakdown: Approx. \$240,000 for mechanical work and \$35,000 for construction.

Congruent with Facility Master Plan or Strategic Plan: Yes

Revenue Sources: Section 13 Offset, Student Facility Fee

Information Items:

a. **Project # 120-0027 Major Repairs and Deferred Maintenance**

Project Description: Issued contract to Johnson Control Inc. in the amount of \$114,762 for the campus-wide repair of individual building metering.

FINAL AGENDA FOR SEPTEMBER 10, 2021

Fund Source: Section 13 Offset, E&G Funds

b. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Issued contract to Johnson Control Inc. in the amount of \$79,705 for the replacement of one 100-ton Chiller in the Wellness Center.

Fund Source: Facility Fee

c. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Issued contract to Johnson Control Inc. in the amount of \$35,561 for heat exchanger at the Academy of Contemporary Music building.

Fund Source: E&G Funds

d. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Issued contract to on-call construction manager Lingo Construction in the amount of \$75,720 for concrete replacement of circle drive at Ayers St.

Fund Source: Auxiliary Funds

e. Project # 120-1090 New Dining Center

Project Description: Issued contract to on-call construction manager Lingo Construction in the amount of \$43,717 for the basic finishing of the retail space in the recently constructed Bausher Place.

Fund Source: Remaining Project Funds

B. AUDIT & FINANCE COMMITTEE—Chair, Regent Gary Parker

1. Discussion and possible action to approve the FY 2022 Audit Engagement Letter.
2. Discussion and possible action regarding pending transitional audits.
3. Ratification of Emergency Approval—University of Central Oklahoma (Pages 31-32)

FINAL AGENDA FOR SEPTEMBER 10, 2021

Emergency approval was granted by Chairwoman Connie Reilly on July 9, 2021 for an FY22 budget revision in the amount of \$3,064,950 to fund stipends for qualifying faculty and staff. This budget revision does not represent a change to the total budget but simply a reallocation among budget activity categories.

C. POLICY & PROCEDURES COMMITTEE—Chair, Regent Amy Anne Ford

Report of the Policy & Procedures Committee, Thursday, September 9, 2021, 3:30 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Discussion and possible action to remove the Educational Excellence Committee from the RUSO Policy 1.12.2.

D. SYSTEM ADVANCEMENT COMMITTEE—Chair, Regent Susan Winchester

Report of the System Advancement Committee, Thursday, September 9, 2021, 5:00 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Discussion and possible action regarding RUSO nursing programs.
2. Status report on the OSRHE Concurrent Enrollment Task Force—President Janet Cunningham and President Steve Turner.
3. Report on RUSO campuses and additional locations.
4. Social media status report.

E. PERSONNEL COMMITTEE—Chair, Regent Eric Fisher

Report of the Personnel Committee, Thursday, September 9, 2021, 4:00 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Discussion and possible action to approve the RUSO President Job Description Template.

FINAL AGENDA FOR SEPTEMBER 10, 2021

2. Discussion and possible action regarding OKHEEI Annual Report and CY 2022 institutional participation in medical, dental, and vision benefit plans.

F. PENSION COMMITTEE—Chair, Dr. David Pecha

Report of the Pension Committee, Thursday, September 9, 2021, 10:00 a.m., Northwestern Oklahoma State University, Herod Hall, 2nd Floor, Regents Conference Room, Alva, Oklahoma.

1. Pension Committee Annual Report—Dr. David Pecha
2. Discussion and possible action to adopt an amended and restated plan document for the 403(b) Plan of the Regional University System of Oklahoma (the “Plan”) in accordance with the VCP Compliance Statement issued July 27, 2021 by the Internal Revenue Service. Such restated plan document shall be effective January 1, 2009 and remain effective through the date of the amended and restated Plan dated effective May 1, 2019.

VI. ACADEMIC AFFAIRS OFFICERS REPORT—Dr. Bo Hannaford

1. Enrollment trends and issues – new admission standards, new pilot program
2. Graduation rates
3. Accreditation

VII. PRESIDENTS’ COUNCIL REPORT—President Janet Cunningham

VIII. PRESIDENTS’ RECOMMENDATIONS

A. NORTHWESTERN OKLAHOMA STATE UNIVERSITY

1. Personnel
2. Purchases:

The following purchases are being made in accordance with Board Policy (over \$50,000 and under \$150,000):

FINAL AGENDA FOR SEPTEMBER 10, 2021

- a. External yearly audit: Hinkle & Company, P.C., Greenwood Village, Colorado, at a cost of \$50,000. (Fund 290, E&G).
- b. New Phone System: LogMeIn, Los Angeles, California, at a cost of \$57,974.04. (Fund 490/CARES Funding).
- c. Gaming system and software for dorm students: Amini's, Chesterfield, Missouri, at a cost of \$65,284.89. (Fund 705, Auxiliary Funds).

We request approval of the following purchases in accordance with Board Policy (over \$150,000):

- a. Roof replacement on Ament Hall: Bloyer & Sons, Inc., Winfield, Kansas, at a cost of \$173,430. (Section 13, New College/Offset Funds, 600 & 650 Funds).
- b. Upgrading Wireless Access Points: United Data Technologies, Miramar, Florida, at a cost not to exceed \$600,000. (Fund 490/CARES Funding).
- c. Fiber Optic Cable Upgrades: Telco Supply Company, Sulphur, Oklahoma, at a cost not to exceed \$300,000. (Fund 490/CARES Funding).

3. Grants & Contracts

Total grants and contracts: \$ 1,752,674.00

4. Informational Item:

- a. An anonymous donor has contributed \$163,485.43 to the Dorothy Schenk Sparks Professorship in Leadership.

5. COVID-19 Report

B. NORTHEASTERN STATE UNIVERSITY

1. Personnel

2. Grants and Contracts

Total grants and contracts: \$ 2,888,011.00

3. COVID-19 Report

FINAL AGENDA FOR SEPTEMBER 10, 2021

C. SOUTHWESTERN OKLAHOMA STATE UNIVERSITY

1. Personnel

2. Purchase Agenda

Informational Items in excess of \$50,000:

Vendor	Description:	Amount:	Fund:
Weatherford Hospital Authority (BPO 1183)	(Contract for student nursing services)	\$79,984.00	E&G
CORE-Mark Mid Continent (BPO 1006, 1116)	(Snack food for resale)	\$ 86,000.00	Auxiliary
LimeLight Productions (BPO 1292)	(Panorama Series entertainment – Colin Jost)	\$ 86,500.00	Auxiliary

3. Grants & Contracts

Total grants and contracts: \$ 11,917,763.00

4. COVID-19 Report

D. UNIVERSITY OF CENTRAL OKLAHOMA

1. Personnel

2. Grants & Contracts

Total grants and contracts: \$ 586,233.94

3. Purchases for approval:

- a. WFF Facility Services Inc, comprehensive custodial services for the campus. Source: E&G and Auxiliary.....\$2,800,000
- b. Signature Landscape LLC, lawn maintenance and storm damage services as needed. Source: E&G and Auxiliary\$220,000
- c. Pitzer's Lawn Management Inc, lawn maintenance and storm damage services as needed.

FINAL AGENDA FOR SEPTEMBER 10, 2021

- Source: E&G and Auxiliary\$220,000
- d. Northwest Lawn Maintenance Inc, lawn maintenance and storm damage services as needed.
Source: E&G and Auxiliary\$220,000
- e. Dissinger and Reed LLC, student athletic insurance.
Source: E&G\$290,875
- f. TeamDynamix, customer service and IT support software.
Source: E&G\$394,000
- g. Software House International, licensing of Microsoft product for the campus.
Source: E&G.....\$295,000
- h. Desire2Learn, licensing and support services for learning management system.
Source: E&G.....\$393,787
- i. Civitas, annual software subscription.
Source: E&G.....\$195,000
- j. Douglas Stewart, Central Tech Store inventory.
Source: E&G\$300,000

4. Informational Items from Purchasing:

- a. Video Reality Inc, online learning services.
Source: College Fees\$96,309
- b. Ellucian Company LP, IT consulting.
Source: E&G.....\$76,269
- c. Dell Marketing LP, software license renewal
Source: E&G.....\$112,889
- d. Oklahoma Child Care Resource & Referral, educational supplies for grant.
Source: Grant Funds\$120,000
- e. Workspace Solutions LLC, furniture/supplies for grant.
Source: Grant Funds \$90,809

FINAL AGENDA FOR SEPTEMBER 10, 2021

- f. Bloomberg LP, annual terminal subscriptions
Source: E&G\$70,920
- g. CDW LLC, campus wide access to Adobe/Adobe Sign.
Source: E&G\$73,609
- h. Johnson Controls US Holdings LLC, campus maintenance.
Source: E&G.....\$108,166
- i. Accruent LLC, work order and inventory management software.
Source: E&G and Auxiliary.....\$60,052
- j. Tutor.com Inc, annual subscription to online academic resources.
Source: E&G and College Fees.....\$54,000
- k. Quality Painting, painting of campus facilities.
Source: Auxiliary\$83,530
- l. TouchNet Information Systems Inc, hosting web commerce and ebill system.
Source: E&G\$133,578
- m. OculusIT LLC, Banner and IT infrastructure consulting.
Source: Technology Fees\$141,898

5. COVID-19 Report

E. EAST CENTRAL UNIVERSITY

1. Personnel

2. Request for Contracts:

None to report.

3. Grants & Contracts

Total grants and contracts: \$ 1,794,198.00

4. Purchases:

The following purchases are being made in accordance with Board policy (over \$50,000 and under \$150,000):

FINAL AGENDA FOR SEPTEMBER 10, 2021

- a. Merrifield Office and School Supply for Lanoy Education Building collaborative student learning lab and lounge furniture at a cost of \$73,203.51. (Section 13 Offset) (OU Furniture Contract)

Request approval to make the following purchases which will be made in accordance with Board policy (over \$150,000):

None at this time.

5. COVID-19 Report

F. SOUTHEASTERN OKLAHOMA STATE UNIVERSITY

1. Personnel

2. Ratification of Emergency Approval:

- a. Southeastern is requesting ratification of the emergency approval received on August 17, 2021 to increase the budget of the Flight Simulator for Aviation by \$50,000. The original amount requested was \$250,000 and was approved in June 2021. After careful evaluation of available Aviation program funding along with anticipated growth, it was decided to purchase the flight simulator through a six-year financing agreement. The increased costs include additional expenses related to the change in purchasing format. Source of funds: E&G Part 1, Auxiliary, and Reserve.

3. Grants and Contracts

Total grants and contracts: \$ 3,502,840.00

4. COVID-19 Report

IX. EXECUTIVE DIRECTOR'S REPORT – Sheridan McCaffree

- a. COVID-19 Report
- b. Office Transition Report

X. REGENTS' COMMENTS AND ANNOUNCEMENTS

XI. NEW BUSINESS

XII. EXECUTIVE SESSION

A. Action to convene in Executive Session pursuant to 25 O. S. §307 (B) (1) to discuss the following:

1. Discussion regarding evaluations and compensation of RUSO Presidents.

B. Pursuant to 25 O.S. Section 307 (B) (4) to discuss the following:

1. Confidential communications with legal counsel concerning all pending claims or actions and litigation.

Actions:

- a. United States and Rachel Tudor v. Southeastern Oklahoma State University and Regional University System of Oklahoma, United States District Court for the Western District, Case# 5:15-CV-00324-C.
- b. Charles E. Sneed and Tabitha Sneed v. Northeastern State University ("NSU"), Acting President Kim Cherry, and, NSU Employees, E.C.A.L. [sic et al.], Cherokee County, Case# CJ-2007-840.
- c. Mark A. Pendergraft v. Board of Regents of Oklahoma Colleges ("RUSO"), David Misak, and Todd Thurman, United States District Court for the Western District of Oklahoma, Case# CIV 18-793 D.
- d. Nathan Goad v. The State of Oklahoma ex rel. The Board of Regents of Regional University Systems (sic) of Oklahoma, as the governing board of the University of Central Oklahoma and Steven Hansen individually, United States District Court for the Western District of Oklahoma, Case# CIV 19-562-PRW.
- e. Richard Hershey v. Dr. Steve Turner as president of Northeastern State University and others ("NSU"), United States District Court for the Eastern District of Oklahoma, Case# CIV 19-344.

FINAL AGENDA FOR SEPTEMBER 10, 2021

- f. Marci D. Walkingstick Dixon v. State of Oklahoma ex rel the Regional University System of the Oklahoma Board of Regents sic. d/b/a Northeastern State University ("NSU"), United States District Court for the Eastern District of Oklahoma Case #CIV 19-391.
- g. Deanie Hensley v. State of Oklahoma, ex rel Regional University System of Oklahoma Board of Regents ("RUSO") d/b/a/ Northeastern State University ("NSU"), and Steven Turner and Randy Grogan, United States District Court for the Western District of Oklahoma Case #CIV 20-54-JD.
- h. Krista Ramirez v. State of Oklahoma ex rel. Board of Regents for the Regional University System of Oklahoma ("RUSO"), and Southeastern Oklahoma State University, District Court of Oklahoma County Case #CJ-2020-3455. REMOVED to Western District of Oklahoma Case #CIV 20-845-G.
- i. Nicklaus Rohde v. The State of Oklahoma, ex rel. the Board of Regents of the University of Central Oklahoma a/k/a The University of Central Oklahoma, an Oklahoma higher education institution ("UCO"), Western District of Oklahoma, Case #CIV-20-1243-G.
- j. Miranda Summar, Olivia Wells, Priscilla Pena, Rheanna Jackson, Gabrielle Glidewell, and Morgan Brown Russell v. The State of Oklahoma ex rel University of Central Oklahoma ("UCO"), Western District of Oklahoma, Case #CIV-21-473-G.
- k. Alyssa Merkley, Zoe Grigg, Kalei Martin, Kalsey Cole, McKenzie Bookout, Raegan Foster, Brinley Dunlap, Abbey Thompson, Dakota Ross, Demi Weer, individually and as members of the University of Central Oklahoma Cheer Team 2020-2021 v. State of Oklahoma ex rel Board of Regents of University of Central Oklahoma ex rel University's Office of Student Conduct ("UCO"), District Court of Oklahoma County, Case #CV-2021-806.
- l. Mary H. Alvarez v. The Board of Regents of Oklahoma Colleges ("RUSO") & University of Central Oklahoma ("UCO"), District Court of Oklahoma County, Case #CJ-2018-5269.
- m. Ronald Wyatt, v. Jennifer Kay Wyatt, Patti Buhl, Northeastern State University Police Department, Northeastern State

FINAL AGENDA FOR SEPTEMBER 10, 2021

University Board of Regents, and Northeastern State University ("NSU"), District Court of Wagoner County, Case #CJ-2017-240.

- n. Vicki Dismukes v. State of Oklahoma ex rel. University of Central Oklahoma ex rel. UCO Jazz Lab, District Court of Oklahoma County Case #CJ-2018-3273.
- o. Terry Worcester v. East Central University, District Court of Pontotoc County Case #CJ-2019-37.
- p. Skye Singleton et. al. v. Southwestern Oklahoma State University et. al., District Court of Custer County Case #CJ-2019-114.

Claims:

- a. Tort Claims pending with State Risk Management

Charges pending with the Equal Employment Opportunity Commission ("EEOC"):

None.

Claims pending with the U.S. Department of Education Office of Civil Rights ("OCR")

- a. Compliance Audit of NSU Case # 07-15-6001
- b. Mary Brown, OCR Docket #07132064 ("NSU")

Miscellaneous Claims:

None

XIII. RECONVENE IN PUBLIC SESSION

- A. Consideration and possible action to implement matters discussed in Executive Session.

XIV. ADJOURNMENT



REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA

University
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Oklahoma
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MINUTES

September 10, 2021

9:00 a.m.

Northwestern Oklahoma State University
Student Center, 1st Floor, Ranger Room
Alva, Oklahoma

I. ANNOUNCEMENT OF FILING MEETING NOTICE AND POSTING OF THE AGENDA IN ACCORDANCE WITH THE OPEN MEETING ACT

The Board of Regents of the Regional University System of Oklahoma met in regular session at 9:01 a.m., September 10, 2021 at Northwestern Oklahoma State University, Student Center, 1st Floor, Ranger Room, Alva, Oklahoma. Notice of the regular meeting had been properly filed with the Secretary of State, December 7, 2020 and a copy of the Agenda posted by 9:00 a.m., September 9, 2021 in compliance with the Open Meeting Act.

II. CALL TO ORDER AND REGENTS' ROLL CALL

Chair Reilly called the meeting to order. Roll call established the presence of a quorum with 8 Regents present.

Susan Winchester, Position 1
Chris Van Denhende, Position 2
Lake Carpenter, Position 3
Gary Parker, Regent, Position 4
Connie Reilly, Chair, Position 5
Jane McDermott, Vice Chair, Position 6
Amy Anne Ford, Secretary, Position 7
Eric Fisher, Regent, Position 8

3555 NW 58th Street, Suite 320, Oklahoma City, Oklahoma 73112
Phone: (405) 942-8817 Fax: (405) 942-8847

A. EXCUSE ABSENT REGENTS

Regent Ford made the motion, seconded by Regent Carpenter to excuse Regent Hofmeister from the meeting.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

B. INTRODUCTION OF GUESTS

University Presidents

Janet Cunningham, President, Northwestern Oklahoma State University, Alva, Oklahoma
Diana Lovell, President, Southwestern Oklahoma State University, Weatherford, Oklahoma
Patti Neuhold-Ravikumar, President, University of Central Oklahoma, Edmond, Oklahoma
Thomas Newsom President, Southeastern Oklahoma State University, Durant, Oklahoma
Katricia Pierson, President, East Central University, Ada, Oklahoma
Steve Turner, President, Northeastern State University, Tahlequah, Oklahoma

Regional University System of Oklahoma Administrative Staff

Sheridan McCaffree, Executive Director
Debra Lyon, General Counsel
Crystal Chavez, RUSO/OKHEEI Benefits Coordinator
Priya Desai, Executive Assistant

Others in Attendance

James Bell, Associate Vice President of Academics, Northwestern Oklahoma State University, Alva, Oklahoma
Brenda Burgess, Vice President for Administration and Finance, Southwestern Oklahoma State University, Weatherford, Oklahoma
Kevin Freeman, Vice President of Finance and Operations, University of Central Oklahoma, Edmond, Oklahoma
Jeffrey Gibson, Provost and Vice President of Academic Affairs, East Central University, Ada, Oklahoma
Teresa Golden, Vice President of Academic Affairs, Southeastern Oklahoma State University, Durant, Oklahoma

Jordan Green, Editor-in-Chief, Northwestern News, Alva, Oklahoma
Bo Hannaford, Executive Vice President, Northwestern Oklahoma
State University, Alva, Oklahoma
Jeffrey W. Hickman, State Regent, Oklahoma State Regents for
Higher Education, Fairview, Oklahoma
Joel Kendall, Provost and Vice President of Academic Affairs,
Southwestern Oklahoma State University, Weatherford, Oklahoma
Jessica Kilby, Vice President of Administration and Finance, East
Central University, Ada, Oklahoma
Debbie Landry, Provost and Vice President of Academic Affairs,
Northeastern State University, Tahlequah, Oklahoma
Christy Landsaw, Vice President for Administration and Finance,
Northeastern State University, Tahlequah, Oklahoma
Kelsey Martin, Director of Marketing and University Relations,
Northwestern Oklahoma State University, Alva, Oklahoma
Caleb Mosburg, Dean of Student Affairs and Enrollment Management,
Northwestern Oklahoma State University, Alva, Oklahoma
David Pecha, Vice President of Administration, Northwestern
Oklahoma State University, Alva, Oklahoma
Charlotte Simmons, Provost and Vice President of Academic Affairs,
University of Central Oklahoma, Edmond, Oklahoma
Dennis Westman, Vice President for Business Affairs, Southeastern
Oklahoma State University, Durant, Oklahoma

III. CHAIR'S REPORT—Regent Connie Reilly

Regent Reilly expressed her excitement for the upcoming year. She thanked all of the Regents, Presidents and their staff, as well as the RUSO office staff for their efforts during the challenging last year.

Regent Reilly reported that there will be a theme for each meeting. This meeting's theme is academic affairs. The October meeting will cover Engineering and Aeronautics. The November meeting will cover the state budget with special guest Senator Roger Thompson who is the Chair of the Senate Budget Committee. The January meeting will discuss Allied Health. Regent Reilly welcomed input and suggestions for the remaining FY 2022 meeting dates from the Regents and the Presidents.

IV. CONSENT DOCKET

Regent Ford made the motion, seconded by Regent Parker to approve all of the items on the Consent Docket:

A. MINUTES OF PREVIOUS MEETING

1. Approval of Minutes of Special Meeting, June 17, 2021

B. ACADEMIC AFFAIRS– (Attachment A, Pages 47-48)

1. **Northwestern Oklahoma State University** (Page 47)

- a. **Program Modification, Program Requirement Change**

1. BBA, Accounting (001)
 2. Certificate, Accounting (068)

2. **Southwestern Oklahoma State University** (Page 48)

- a. **Program Modification Requests**

1. Master of Business Administration (086) – changing elective courses
 2. MS Management (153) - changing elective courses
 3. BS Biology (009) - changing elective courses
 4. BS Microbiology (034) - changing elective courses
 5. BSE Natural Science Education (039) – Adding practicum course

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

V. REPORT OF RUSO COMMITTEE PROCEEDINGS

**A. FACILITIES STEWARDSHIP COMMITTEE –Regent Lake Carpenter
(Attachment B, Pages 49-56)**

**Report of the Facilities Stewardship Committee, Thursday,
September 9, 2021, 4:30 p.m., Northwestern Oklahoma State**

University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

Regent Carpenter thanked Regent Reilly for her role as Chair of the Facilities Stewardship Committee in the past. Regent Carpenter also thanked Regent Van Denhende, Regent McDermott and Regent Parker for attending the facilities tour on Thursday and Dr. David Pecha for leading the tour. Regent Carpenter reported that the tour was enlightening and thorough. The Committee was able to tour multiple places on campus including the remodeled dorms, the football field, and the softball field.

Regent Carpenter made the motion, seconded by Regent Ford, to approve the facilities requests as listed in the agenda.

1. **Northwestern Oklahoma State University** (Pages 49-50)
 - a. **Change Order-Project #505-0005 Major Repairs and Renovations**

Project Description: Approve change order #1 resulting in an increase to the original contract amount of \$13,800. The increase covers additional roof decking and metal flashing that was requested from our architect prior to the final inspection of the roofs. Roofs were replaced on the J.W. Martin Library and the Athletic Practice Facility.

Requested Funding: Original contract amount of \$246,610 plus this change order request of \$13,800.

Budget Breakdown: Total cost of the project after the change order is \$260,410.

Job Order Contractor: N/A

Congruent with Facilities Master Plans or Strategic Plans? Yes

Revenue Source: Funding for the two roof replacements is from Section 13, New College/Offset Funds (650).
2. **Northeastern State University** (Pages 51-53)
 - a. **Ratification of Emergency Approval**

On July 28, 2021, Regent Reilly, Board Chair, and Regent Carpenter, Chair Facilities Stewardship Committee, granted emergency approval to spend \$65,000 in infrastructure fee funds to complete repairs to the Clock Tower in Seminary Hall which is a part of the renovation project made possible from a \$4 million gift from Cherokee Nation. The additional funding is needed due to more extensive damage to the Clock Tower than original inspections indicated.

Approval:

a. Project #485-0073 - General Repairs

Project Description: Request permission to design, bid and award to the lowest responsible bidder, needed general renovations and repairs to facilities on all three University campuses.

Requested Funding Approval: \$200,000

Budget Breakdown: Renovation/Repairs

Revenue Source(s): \$200,000 - 600 Fund

Informational:

a. Project #485-0048 - Muskogee Campus Outdoor/Parking lot LED Lighting

Project Description: Muskogee Campus outdoor and parking lot LED lighting repair and upgrade. This project was originally approved in October 2020. Due to increases in market conditions we request an increase of \$21,000 to the original \$50,000

Requested Funding Approval: \$71,000

Budget Breakdown: Renovation/Repairs

Congruent with Facility Master Plans or Strategic Plans: Yes

Revenue Source(s): Infrastructure Fee

b. Project #485-0073 - Campus Building Automation

Project Description: Campus wide updates and installation of new building automation and controls.

Requested Funding Approval: \$75,000

Budget Breakdown: Renovation/Repairs

Congruent with Facility Master Plans or Strategic Plans: Yes

Revenue Source(s): 295 Fund

Change Orders—Wilson Hall Phase 3:

- a. Flintco, LLC Change Order #2, Electrical pathways and upgrades for Data and Communication.....\$17,326
- b. Flintco, LLC Change Order #3, existing window joint seal.....\$83,729

3. University of Central Oklahoma (pages 54-56)

Approval Items:

a. Project # 120-0032 Sports Complex Improvements

Project Description: Request approval to solicit and award contract not to exceed \$850,000 for the purpose of replacing the artificial turf at Wantland Stadium. Solicitation will be in the form of a *Request for Proposal*.

Requested Funding Approval: \$850,000

Budget Breakdown: \$850,000 for turf replacement.

Congruent with Facility Master Plan or Strategic Plan: Yes

Revenue Sources: Wantland Stadium Facility Fee

b. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Request approval to fund and award contracts to Johnson Controls Inc. and Lingo Construction not to exceed \$275,000 for the purpose of replacing the Academy of Contemporary Music boiler and cooling tower, as well as the construction of mechanical space needed to accommodate the work.

Requested Funding Approval: \$275,000

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Budget Breakdown: Approx. \$240,000 for mechanical work and \$35,000 for construction.

Congruent with Facility Master Plan or Strategic Plan: Yes

Revenue Sources: Section 13 Offset, Student Facility Fee

Information Items:

a. **Project # 120-0027 Major Repairs and Deferred Maintenance**

Project Description: Issued contract to Johnson Control Inc. in the amount of \$114,762 for the campus-wide repair of individual building metering.

Fund Source: Section 13 Offset, E&G Funds

b. **Project # 120-0027 Major Repairs and Deferred Maintenance**

Project Description: Issued contract to Johnson Control Inc. in the amount of \$79,705 for the replacement of one 100-ton Chiller in the Wellness Center.

Fund Source: Facility Fee

c. **Project # 120-0027 Major Repairs and Deferred Maintenance**

Project Description: Issued contract to Johnson Control Inc. in the amount of \$35,561 for heat exchanger at the Academy of Contemporary Music building.

Fund Source: E&G Funds

d. **Project # 120-0027 Major Repairs and Deferred Maintenance**

Project Description: Issued contract to on-call construction manager Lingo Construction in the amount of \$75,720 for concrete replacement of circle drive at Ayers St.

Fund Source: Auxiliary Funds

e. Project # 120-1090 New Dining Center

Project Description: Issued contract to on-call construction manager Lingo Construction in the amount of \$43,717 for the basic finishing of the retail space in the recently constructed Bausher Place.

Fund Source: Remaining Project Funds

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

**B. AUDIT & FINANCE COMMITTEE—Chair, Regent Gary Parker
(Attachment C, Pages 57-68)**

1. Discussion and possible action to approve the FY 2022 Audit Engagement Letter. (Pages 57-67)

Regent Parker made the motion, seconded by Regent Fisher to approve the FY 2022 Audit Engagement Letter.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

2. Discussion and possible action regarding pending transitional audits.

The internal auditors have recently completed transitional audits for President Beutler and Dr. South in accordance with RUSO policy, and they are working on the transitional audit for Dr. Ruth Boyd currently. No action was taken on this item.

3. Ratification of Emergency Approval—University of Central Oklahoma (Page 68)

Emergency approval was granted by Chairwoman Connie Reilly on July 9, 2021 for an FY22 budget revision in the amount of \$3,064,950 to fund stipends for qualifying faculty and staff. This budget revision does not represent a change to the total budget but simply a reallocation among budget activity categories.

Regent Parker made the motion, seconded by Regent McDermott to approve UCO's FY 2022 budget revision in the amount of \$3,064,950 to fund stipends for qualifying faculty and staff.

Voting for the motion: Regents Winchester, Van Denhede, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

C. POLICY & PROCEDURES COMMITTEE—Chair, Regent Amy Anne Ford

Report of the Policy & Procedures Committee, Thursday, September 9, 2021, 3:30 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Discussion and possible action to remove the Educational Excellence Committee from RUSO Policy 1.12.2.

Regent Ford reported that the work of this Committee can be done by other committees moving forward and the removal of the Educational Excellence Committee will lead to a more streamlined and effective structure of the remaining committees.

Regent Fisher made the motion, seconded by Regent Carpenter to remove the Educational Excellence Committee from RUSO Policy 1.12.2.

Voting for the motion: Regents Winchester, Van Denhede, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

D. SYSTEM ADVANCEMENT COMMITTEE—Chair, Regent Susan Winchester

Report of the System Advancement Committee, Thursday, September 9, 2021, 5:00 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Discussion and possible action regarding RUSO nursing programs.

Regent Winchester reported that nursing is a critical occupation in Oklahoma and the state is falling far short of our need for nurses, particularly during the pandemic. Dr. Shelly Wells, NWOSU's Charles Morton Share Trust Division of Nursing Chair and Professor of Nursing spoke with the Committee on Thursday. She reported that Oklahoma ranks 46th in the country in the number of nurses per population.

Regent Winchester reported Governor Stitt has asked her to report to him about our nursing programs including: the number of our current students; our capacity; our cost and the number of graduates for the last five years are many significant barriers that universities face to increasing nursing graduates include classroom and lab space, need for more qualified faculty, more clinical space at hospitals, adjunct faculty to cover clinical shifts, and marketing the nursing programs to potential students.

The System Advancement Committee is going to continue to study these issues and make recommendations to the Board designed to increase the nursing workforce in Oklahoma. The Committee will make recommendations to give our universities the additional resources they need. The Committee encourages the universities to engage more with their local hospitals to try to address the mutual problems this shortage of nurses creates. The Committee encourages SE to consider offering a nursing program. The Committee wants to address this statewide shortage with a systemic statewide response from RUSO. The Committee will continue to study the data we have received and will make recommendations going forward. The System Advancement Committee welcomes any suggestions from the universities which can be made to me, any member of the committee or to Sheridan.

2. Status report on the OSRHE Concurrent Enrollment Task Force—President Janet Cunningham and President Steve Turner.

The Task Force is a legislative initiative (70 O.S. § 628.19) created until November 30, 2022 to study and make recommendations regarding the current and future concurrent enrollment needs of the state and pathways for awarding degrees and certificates through concurrent enrollment. RUSO is represented on the Task Force by President Cunningham and President Turner.

3. Report on RUSO campuses and additional locations.

Sheridan McCaffree reported on the proximity of RUSO main campuses, branch campuses and additional locations to the

Oklahoma population. A 25-mile radius around each RUSO university location reaches 80% of Oklahomans. A 50-mile radius reaches 99% of Oklahomans. The only counties not covered in the 50-mile radius are Ottawa in the far corner NE Oklahoma and Cotton and Tillman in the SW part of the State along the Red River. This is important information for the Committee to be aware of our broad systemic reach and ability to impact the whole state.

4. Social media status report.

Caitlin Dennis of Anglin PR provided a social media report. Regent Winchester congratulated Regent Reilly for her op-ed promoting the value of regional universities and demonstrating the significant cost difference when fees are taken into account. The op ed was published in The Oklahoman on August 6, 2021 and shortly thereafter it was republished and tailored to specific scholarship opportunities and other opportunities available at NWOSU, NSU and SWOSU. It was posted on all RUSO websites. It was promoted on RUSO social media and garnered significantly more attention than we have previously gotten. The post reached: 21,340 people, 682 people engaged by liking, clicking, or sharing the post, 533 people clicked on the article, and 43 people shared it on Facebook. The Committee wants to continue to build on that attention with more op-eds, features and business articles this year so that RUSO stops being a best kept secret and starts being recognized for our quality and value.

In addition, RUSO social media has started writing and sharing social media posts focused on RUSO's communities, with a special emphasis on local events and news.

E. PERSONNEL COMMITTEE–Chair, Regent Eric Fisher

Report of the Personnel Committee, Thursday, September 9, 2021, 4:00 p.m., Northwestern Oklahoma State University, Student Center, 1st Floor, Wyatt Room, Alva, Oklahoma.

1. Discussion and possible action to approve the RUSO President Job Description Template.

No action was taken.

2. Discussion and possible action regarding OKHEEI Annual Report and CY 2022 institutional participation in medical, dental, and vision benefit plans.

RUSO/OKHEEI Benefits Coordinator Crystal Chavez provided an overview of the rates for medical, dental, and vision benefit plans. Mrs. Chavez reported per the OKHEEI Interlocal Agreement, the governing body of each member institution of OKHEEI must annually approve participation in the Group.

Mrs. Chavez reported that one non RUSO group, Western Oklahoma State College, has provided notice to OKHEEI of their intent to leave the group as of 12/31/21. The 5 RUSO schools, the RUSO Administrative Office along with 5 two year institutions make up the remaining 10 OKHEEI members.

Mrs. Chavez reported that this report will cover health coverage and benefits, not vision/dental or ancillary benefits simply because health benefits are the largest expense and are self-funded by OKHEEI, all other benefits are fully funded by the carriers.

Currently, OKHEEI insures 3300 employees and a total of 4700 lives when including spouses and dependents. Of the 3300 total employee enrollment, 2300 are employees of RUSO schools. The average enrollment of eligible employees per institution is 87%. The departure of Western Oklahoma College will have an effect of less than 100 employees on these numbers.

The claims experience for OKHEEI continues to be positive, the group is performing well. For the 2021 benefit year, the OKHEEI board approved a 5.65% increase in health premiums.

The OKHEEI Board has approved several wellness programs which have been implemented at all schools. These wellness programs include a digestive disease management program, a diabetes management program, a mindful eating program and a musculoskeletal intervention program. The greatest drivers for increased health premiums are chronic diseases and conditions which typically fall into one of these four areas. The expectation is that if we are helping employees actively manage their health, premiums will remain steady or, ideally, decrease.

The primary ongoing challenge that OKHEEI continues to work on is streamlining administrative functions between the 10 institutions as well as systemizing the administration of benefits. Significant progress has been made on this front and OKHEEI will continue to work with carriers, schools and advisors on streamlining opportunities projects.

In June 2020, the OKHEEI Board authorized the establishing of a trust for the purposes of claims payment and carrier premium remittances.

The streamlining of premium remittance and payment has had a tremendous positive impact on the individual benefit coordinators at each member school as well as with each carrier.

The advantages OKHEEI offers to member institutions are control over offerings to employees as well as input on administrative processes. The ability to make changes when a system, benefit or process isn't serving its purpose is extremely valuable.

Mrs. Chavez reported that the action needed from this meeting is to authorize RUSO school's participation in the OKHEEI plan offering for the renewal year beginning September 1, 2020.

F. PENSION COMMITTEE—Chair, Dr. David Pecha (Attachment D, Pages 69-108)

Report of the Pension Committee, Thursday, September 9, 2021, 10:00 a.m., Northwestern Oklahoma State University, Herod Hall, 2nd Floor, Regents Conference Room, Alva, Oklahoma.

1. Pension Committee Annual Report—Dr. David Pecha

Dr. David Pecha reported that The Pension Committee, made up of the six business officers, RUSO Executive Director, and the Audit & Finance Committee Chair, meets on a quarterly basis. The Pension Committee exercises fiduciary oversight over the RUSO 403(b), 457(b), SRA, and OPEB (retiree medical trust) plans.

Part of the Committee's fiduciary oversight duty is to monitor investment updates from USI, who is the consulting firm engaged with providing guidance on investment policy for our members contributing to the 403(b) and 457(b) plans. Topics covered include industry and economic trends, legal and regulatory updates, and plan asset performance review.

The committee also receives updates from Voya, who is the vendor handling individual member contributions to 403(b) and 457(b) plans. Topics covered include legislative updates and cyber security reviews. Individual members make the final decision on any changes to their investment strategies. Currently the six RUSO schools, the board office and USAO have a combined asset pool of around \$112 million dollars.

The board also hears updates on the SRA and OPEB review. Currently our return on investments exceeds our goal of 6%.

An extensive quarterly report is provided to the committee to review and is available to the Board upon request.

2. Discussion and possible action to adopt an amended and restated plan document for the 403(b) Plan of the Regional University System of Oklahoma (the "Plan") in accordance with the VCP Compliance Statement issued July 27, 2021 by the Internal Revenue Service. Such restated plan document shall be effective January 1, 2009 and remain effective through the date of the amended and restated Plan dated effective May 1, 2019. (Pages 69-108)

Dr. Pecha reported that for several years the Committee has worked with the McAfee and Taft Law Firm to help manage the Committee's compliance requirements for the retirement plans. This request is the culmination of the Committee's efforts to bring the 403(b) plan into compliance with IRS rules and regulations. On November 13, 2020, the Board approved applying to the IRS for approval. Approval was granted on July 27, 2021. The Committee requested board approval to revise our plan document to match the wording and requirements of the IRS rules and regulations. This change will be retroactive back to January 1, 2009, date of the original document on file.

Regent Ford made the motions, seconded by Regent Carpenter to adopt an amended and restated plan document for the 403(b) Plan of the Regional University System of Oklahoma (the "Plan") in accordance with the VCP Compliance Statement issued July 27, 2021 by the Internal Revenue Service. Such restated plan document shall be effective January 1, 2009 and remain effective through the date of the amended and restated Plan dated effective May 1, 2019.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

Chair Reilly declared a break at 9:55 a.m.

The meeting resumed at 10:05 a.m.

VI. ACADEMIC AFFAIRS OFFICERS REPORT—Dr. Bo Hannaford

(See Attachment E, Pages 109-132)

1. Enrollment trends and issues – new admission standards, new pilot program (Pages 109-113)

Dr. Bo Hannaford and Dr. Debbie Landry provided an overview of enrollment trends and issues which includes but is not limited to changing admissions standards, decline in male enrollment, and concurrent enrollment.

2. Graduation rates (Pages 114-124)

Dr. Joel Kendall and Dr. Jeffrey Gibson provided an overview of the six-year graduation rate formula including a brief history, the calculation, and unintended consequences of partnerships on the graduation rate.

3. Accreditation (Pages 125-132)

Dr. Charlotte Simmons and Dr. Teresa Golden provided an overview of accreditation and its influence on university operations. All operations must be mission and integrity driven, high quality, assessed and approved, and involve shared governance and planning.

Chair Reilly declared a break at 11:16 a.m.

The meeting resumed at 11:30 a.m.

VII. PRESIDENTS' COUNCIL REPORT—President Janet Cunningham

President Cunningham reported that the Presidents continue to communicate regularly regarding the issues on their campuses including COVID-19. The presidents continue to be a close knit group who work well together.

President Cunningham reported that both she and President Turner are participating in the interim study on concurrent enrollment which is scheduled to go until November of 2022. They will both keep the Board apprised of the findings.

President Cunningham reported that Representative Mark Van Curen is hosting an interim study on September 23, 2021 regarding the potential

creation of an Oklahoma Athletic Conference for all public and private Division II institutions only.

VIII. PRESIDENTS' RECOMMENDATIONS

A. NORTHWESTERN OKLAHOMA STATE UNIVERSITY

(See attachment F, Pages 133-138)

Regent Ford made the motion, seconded by Regent McDermott, to approve the President's Recommendations for Northwestern Oklahoma State University as presented by President Janet Cunningham.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

President Cunningham reported that NWOSU allocated \$50,000 in scholarships for teacher candidates who enter the classroom within the secondary and special education areas. The allocation came from additional funds received from the Oklahoma State Regents for Higher Education. An estimated 15-20 students were assisted through these funds.

President Cunningham reported that multiple paintings created by NWOSU Associate Professor Kyle Larson will be among the artwork of 26 others now through September 13, 2021 at Oklahoma Contemporary's ArtNow 2021 exhibition.

President Cunningham reported that NWOSU's Northwestern News won several top honors in two statewide contests: The Oklahoma Press Association's Better Newspaper annual contest in the college division and the Oklahoma Collegiate Media Association's annual contest. The campus newspaper as whole won first place in news content and second place in three categories, layout and design, photography, and sports coverage.

B. NORTHEASTERN STATE UNIVERSITY

(See attachment G, pages 139-154)

Regent Ford made the motion, seconded by Regent Parker, to approve the President's Recommendations for Northeastern State University as presented by President Steve Turner.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

President Turner reported that NSU's Foundation celebrated 50 years of service on July 27, 2021. Starting with a \$1 endowment on July 27, 1971 with the mission to advance the work of NSU and provide support to its students, faculty, and staff. Today, the foundation's total assets have grown to nearly \$44 million and the foundation members remain committed to supporting NSU.

President Turner reported that NSU's Optometry Residency Programs are among the best in the nation. President Turner reported that NSU's School of Optometry is ranked number three out of the 23 Schools of Optometry in the nation. NSU also ranks number one in the number of patients served and number of complex procedures performed.

President Turner reported that The Higher Learning Commission visit to NSU will take place in October and that he would keep the Regents apprised as more information becomes available.

President Turner reported that NSU Homecoming has been modified. While there will not be a parade, other festivities are scheduled.

President Turner reported on a pilot partnership between NSU and Carl Albert State College which creates additional experiential learning opportunities for NSU graduate students. NSU master's students will be hired as graduate assistants and placed in designated offices on Carl Albert State College campuses. Graduate assistantships will be available in various fields, including, but not limited to, instruction, athletics, housing and supporting roles in student affairs related activities and marketing and media.

President Turner provided an update on COVID-19 and current case reports and when the data is collected.

C. SOUTHWESTERN OKLAHOMA STATE UNIVERSITY
(See attachment H, Pages 155-162)

Regent Carpenter made the motion, seconded by Regent Parker, to approve the President's Recommendations for Southwestern Oklahoma State University as presented by President Diana Lovell.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

President Lovell reported that the COVID-19 situation is being monitored closely. The case counts are similar to last year, however there was a spike after Labor Day. SWOSU is closely monitoring the situation.

President Lovell reported that SWOSU has announced an exciting new philanthropic opportunity called the Hodge Pharmacy Scholarships Challenge. The Challenge invites contributions of all sizes and scopes from donors across the spectrum of giving. The Challenge goal is to create a new \$500,000 scholarships endowment to benefit SWOSU College of Pharmacy Students. The new endowment will be used to match \$500,000 which was donated in June by SWOSU alumnus and benefactor Jerry Hodge of Amarillo, Texas and his wife Margaret.

President Lovell reported that SWOSU is continuing its Friday COVID-19 Vaccination clinics on the Weatherford campus. The Friday clinics run from 10:00 a.m. until 2:00 p.m. at the Pioneer Cellular Event Center.

President Lovell reported that nine SWOSU Biology and Chemistry students participated in an eight-week summer research experience on the SWOSU campus as part of the Oklahoma Idea Network for Biomedical Research Excellence (OK-INBRE) Summer Undergraduate Research Program.

President Lovell reported that the August blood drive held at SWOSU had the largest number of donors ever at an August blood drive held at SWOSU. The effort resulted in 99 total donations and each donation has the potential to save the lives of three patients, meaning 297 lives could be saved.

D. UNIVERSITY OF CENTRAL OKLAHOMA

(See attachment I, pages 163-178)

Regent Ford made the motion, seconded by Regent Parker, to approve the President's Recommendations for University of Central Oklahoma as presented by President Patti Neuhold-Ravikumar.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

President Neuhold-Ravikumar offered remembrance regarding the September 11, 2001 terrorist attacks. President Neuhold-Ravikumar also reported that a ceremony took place on campus in which Senator Pugh and other dignitaries came to campus and honored the tradition of placing 3,000 flags across Broncho Lake,

President Neuhold-Ravikumar reported that UCO's School of Design won two National American Advertising Federation Study ADDY Awards, which honored the best advertising and graphic design of 2021. UCO is the only college or university in Oklahoma to win at the national level. Prior to the national awards, The School of Design brought home 41 gold, 21 silver, and 28 bronze awards at the 2021 Oklahoma City ADDY Awards.

President Neuhold-Ravikumar reported that the UCO College of Business and Bob Mills Furniture are partnering to establish the Bob Mills Professional Sales Center. Through the partnership, UCO students in the professional sales program will have a dedicated space to practice selling strategies, prepare for competitions and interview with local executives and companies.

President Neuhold-Ravikumar reported that a statue that is dedicated to soldier students has been purchased by students through the student activity fees. There are currently 900 veterans on campus which is comprised of faculty, staff, and students. The statue is titled "Tried and True". UCO is aiming to have it installed on Veteran's Day of this year.

President Neuhold-Ravikumar reported that on UCO's homecoming weekend, the Softball Stadium will be renamed to honor former Coach Gerry Pinkston who helped mold and shape students both on and off the field and created a high caliber softball program at UCO.

President Neuhold-Ravikumar reported that COVID-19 case counts are climbing. There were 163 cases in the last three weeks which is over the amount the same time last year. Vaccines are still available on campus. Masks are not required but signage is up across campus requesting people to wear one. UCO is continuing to contact trace, and they are expecting numbers to keep climbing while they continue to make efforts to mitigate spread where they can.

E. EAST CENTRAL UNIVERSITY

(See attachment J, pages 179-184)

Regent Ford made the motion, seconded by Regent McDermott, to approve the President's Recommendations for East Central University as presented by President Katricia Pierson.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

President Pierson reported that COVID-19 cases are minimal at the moment with five cases currently on campus. ECU is offering an incentive for vaccinations verified by uploading vaccine card into the system.

President Pierson reported that ECU will be going through their ten-year reaffirmation visit from the Higher Learning Commission (HLC) October 4-5, 2021. A schedule for the visit has not been provided yet. President Pierson will be reaching out to the Regents about this visit as soon as more information becomes available.

President Pierson reported that back in June of 2021, she was asked to serve as a Higher Learning Commission Trustee. President Pierson started as a trustee on September 1, 2021.

President Pierson reported that the Homecoming theme is "Going for the Gold". There will be a Golden Tigers event which will recognize and honor ECU graduates from 1970 and before. There will also be a parade. The Black Alumni Association will also have an event recognizing the first Black English Professor at ECU.

President Pierson reported that the Oka Water Institute will be hosting a virtual conference again September 21-22, 2021. Governor Anoatubby will be the keynote speaker. Many state officials will be in attendance. This conference will be former Senator Susan Paddack's last conference before she retires. President Pierson noted her many accomplishments and big projects that she has brought to the Institute.

President Pierson reported that the Chickasaw Business and Conference Center is undergoing some repairs. Water began accumulating behind the tiles on the building and the original contractor is covering the cost of the repairs.

F. SOUTHEASTERN OKLAHOMA STATE UNIVERSITY

(See attachment K, pages 185-192)

Regent Ford made the motion, seconded by Regent Fisher, to approve the President's Recommendations for Southeastern Oklahoma State University as presented by President Thomas Newsom.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

President Newsom reported that COVID-19 cases at SE are remaining minimal with six current cases. SE is continuing to do contact tracing and the current levels are that of last year's at this same time. SE is offering students \$100 to get vaccinated and \$125 for faculty and staff to get vaccinated as well. About 33% of the SE campus population has been verified as having the vaccine through the incentive program. There are still vaccination clinics happening at the Bryan County Health Department.

President Newsom reported that at the last SE graduation ceremony, the university graduated students from 49 states, New Hampshire notwithstanding, and 52 countries.

President Newsom reported on the partnership with Delta Airlines. The Propel program is designed to supplement Delta's pilot hiring needs by offering an accelerated path to Delta's flight deck for selected students and Delta employees. After a rigorous interview and evaluation process, Delta will offer successful candidates a Qualified Job Offer, detailing a defined path and accelerated timeline to become a Delta pilot.

President Newsom reported that Rose State College and Southeastern Oklahoma State University have developed a partnership to create a path for students to complete their two-year Enterprise Development Associate in Arts with an Aviation Emphasis at Rose State and continue on to Southeastern to complete a Bachelor of Science in Aviation Management in the areas of Production & Operations, Safety or Business.

IX. EXECUTIVE DIRECTOR'S REPORT – Sheridan McCaffree

a. COVID-19 Report

Ms. McCaffree thanked the Regents for allowing the staff to telework during the pandemic. Teleworking has allowed the staff to continue to provide support and services to the Regents and universities without interruption during the pandemic.

b. Office Transition Report

Ms. McCaffree reported that office will be shutting down the office October 31, 2021. She provided an update about the information technology challenges that are ongoing.

X. REGENTS' COMMENTS AND ANNOUNCEMENTS

Regent Carpenter, Regent Van Denhende, and Regent Reilly thanked President Cunningham and her staff for hosting a great meeting.

Regent Ford will be sending thank you notes to the students that sat with her at the Thursday night dinner.

President Cunningham will email the list of table placements to the Regents so they can reach out to the students as well.

XI. NEW BUSINESS

None to report.

XII. EXECUTIVE SESSION

A. Action to convene in Executive Session pursuant to 25 O. S. §307 (B) (1) to discuss the following:

1. Discussion regarding evaluations and compensation of RUSO Presidents.

B. Pursuant to 25 O.S. Section 307 (B) (4) to discuss the following:

1. Confidential communications with legal counsel concerning all pending claims or actions and litigation.

Actions:

- a. United States and Rachel Tudor v. Southeastern Oklahoma State University and Regional University System of

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Oklahoma, United States District Court for the Western District, Case# 5:15-CV-00324-C.

- b. Charles E. Sneed and Tabitha Sneed v. Northeastern State University ("NSU"), Acting President Kim Cherry, and, NSU Employees, E.C.A.L. [sic et al.], Cherokee County, Case# CJ-2007-840.
- c. Mark A. Pendergraft v. Board of Regents of Oklahoma Colleges ("RUSO"), David Misak, and Todd Thurman, United States District Court for the Western District of Oklahoma, Case# CIV 18-793 D.
- d. Nathan Goad v. The State of Oklahoma ex rel. The Board of Regents of Regional University Systems (sic) of Oklahoma, as the governing board of the University of Central Oklahoma and Steven Hansen individually, United States District Court for the Western District of Oklahoma, Case# CIV 19-562-PRW.
- e. Richard Hershey v. Dr. Steve Turner as president of Northeastern State University and others ("NSU"), United States District Court for the Eastern District of Oklahoma, Case# CIV 19-344.
- f. Marci D. Walkingstick Dixon v. State of Oklahoma ex rel the Regional University System of the Oklahoma Board of Regents sic. d/b/a Northeastern State University ("NSU"), United States District Court for the Eastern District of Oklahoma Case #CIV 19-391.
- g. Deanie Hensley v. State of Oklahoma, ex rel Regional University System of Oklahoma Board of Regents ("RUSO") d/b/a/ Northeastern State University ("NSU"), and Steven Turner and Randy Grogan, United States District Court for the Western District of Oklahoma Case #CIV 20-54-JD.
- h. Krista Ramirez v. State of Oklahoma ex rel. Board of Regents for the Regional University System of Oklahoma ("RUSO"), and Southeastern Oklahoma State University, District Court of Oklahoma County Case #CJ-2020-3455. REMOVED to Western District of Oklahoma Case #CIV 20-845-G.
- i. Nicklaus Rohde v. The State of Oklahoma, ex rel. the Board of Regents of the University of Central Oklahoma a/k/a The University of Central Oklahoma, an Oklahoma higher

education institution ("UCO"), Western District of Oklahoma, Case #CIV-20-1243-G.

- j. Miranda Summar, Olivia Wells, Priscilla Pena, Rheanna Jackson, Gabrielle Glidewell, and Morgan Brown Russell v. The State of Oklahoma ex rel/ University of Central Oklahoma ("UCO"), Western District of Oklahoma, Case #CIV-21-473-G.
- k. Alyssa Merkley, Zoe Grigg, Kalei Martin, Kalsey Cole, Mckenzie Bookout, Raegan Foster, Brinley Dunlap, Abbey Thompson, Dakota Ross, Demi Weer, individually and as members of the University of Central Oklahoma Cheer Team 2020-2021 v. State of Oklahoma ex rel/ Board of Regents of University of Central Oklahoma ex rel/ University's Office of Student Conduct ("UCO"), District Court of Oklahoma County, Case #CV-2021-806.
- l. Mary H. Alvarez v. The Board of Regents of Oklahoma Colleges ("RUSO") & University of Central Oklahoma ("UCO"), District Court of Oklahoma County, Case #CJ-2018-5269.
- m. Ronald Wyatt, v. Jennifer Kay Wyatt, Patti Buhl, Northeastern State University Police Department, Northeastern State University Board of Regents, and Northeastern State University ("NSU"), District Court of Wagoner County, Case #CJ-2017-240.
- n. Vicki Dismukes v. State of Oklahoma ex rel. University of Central Oklahoma ex rel. UCO Jazz Lab, District Court of Oklahoma County Case #CJ-2018-3273.
- o. Terry Worcester v. East Central University, District Court of Pontotoc County Case #CJ-2019-37.
- p. Skye Singleton et. al. v. Southwestern Oklahoma State University et. al., District Court of Custer County Case #CJ-2019-114.

Claims:

- a. Tort Claims pending with State Risk Management

Charges pending with the Equal Employment Opportunity Commission ("EEOC"):

None.

Claims pending with the U.S. Department of Education Office of Civil Rights (“OCR”)

- a. Compliance Audit of NSU Case # 07-15-6001
- b. Mary Brown, OCR Docket #07132064 (“NSU”)

Miscellaneous Claims:

None

Regent Ford made the motion, seconded by Regent Fisher to move into Executive Session.

Voting for the motion: Regents Winchester, Van Denhende, Carpenter, Parker, Reilly, McDermott, Ford, and Fisher

Voting against the motion: none

The Board convened into Executive Session at 12:45 p.m.

Regent Carpenter left the meeting at 2:00 p.m.

Regent Fisher left the meeting at 2:15 p.m.

Regent Parker left the meeting at 2:15 p.m.

The Board came out of Executive Session at 2:35 p.m.

XIII. RECONVENE IN PUBLIC SESSION

- A. Consideration and possible action to implement matters discussed in Executive Session.

Regent Ford made the motion, seconded by Regent McDermott to proceed as discussed in Executive Session.

Voting for the motion: Regents Winchester, Van Denhende, Reilly, McDermott, and Ford

Voting against the motion: none

XIV. ADJOURNMENT

Regent Ford made the motion, seconded by Regent McDermott to adjourn the meeting.

Voting for the motion: Regents Winchester, Van Denhende, Reilly, McDermott, and Ford

Voting against the motion: none

The meeting adjourned at 2:40 p.m.

Submitted by:

Connie Reilly
Chair

Amy Anne Ford
Secretary

Minutes approved by the Regional University System of Oklahoma this 22nd day of October 2021.

ATTACHMENTS TO MINUTES

SEPTEMBER 10, 2021

Attachment

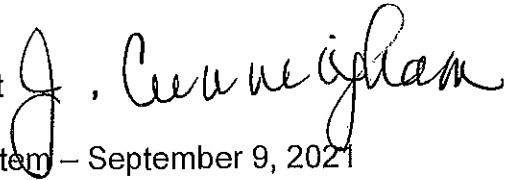
A.	Educational Excellence Committee.....	47-48
<p>* Educational Excellence Committee attachments for this meeting have been abbreviated to save paper and space. The complete submissions, which include the required Oklahoma State Regents for Higher Education form documents and other supporting documents for all matters involving changes in a course or courses of study or institution of new degree programs, were provided to the RUSO Administrative Office and this documentation is available in the office in Oklahoma City.</p>		
B.	Facilities Stewardship Committee.....	49-56
C.	Audit & Finance Committee.....	57-68
D.	Pension Committee.....	69-108
E.	Academic Affairs Officers Report	109-132
F.	Northwestern Oklahoma State University.....	133-138
G.	Northeastern State University.....	139-154
H.	Southwestern Oklahoma State University.....	155-162
I.	University of Central Oklahoma.....	163-178
J.	East Central University.....	179-184
K.	Southeastern Oklahoma State University.....	185-192

OFFICE OF THE PRESIDENT

Date: August 26, 2021

To: Regional University System of Oklahoma
Board of Regents

From: Dr. Janet Cunningham, President



Re: Educational Excellence Agenda Item – September 9, 2021

Please place Northwestern Oklahoma State University on the agenda with an Educational Excellence Agenda Item for the September 9, 2021, meeting of the Regional University System of Oklahoma Board of Regents. We request approval of the following items:

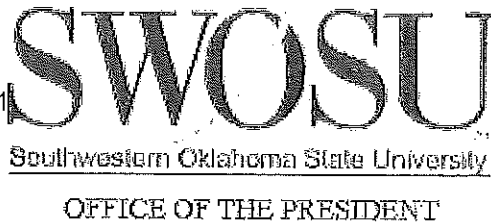
**Program Modification, Program Requirement Change - BBA,
Accounting (001)**

**Program Modification, Program Requirement Change – Certificate,
Accounting (068)**

If you have any questions or need additional information, please do not hesitate to contact me.

JC:md

Att. (2)



TO: Board of Regents of the
Regional University System of Oklahoma
Susan Winchester, Chair

FROM: Diana Lovell, President

DATE: August 27, 2021

SUBJECT: Educational Excellence Committee Agenda Items – August 27, 2021

Please place Southwestern Oklahoma State University on the Educational Excellence Committee agenda for the September 10, 2021, Board of Regents of the Regional University System of Oklahoma meeting regarding the following items:

- Program Modification requests for the following programs:
 1. Master of Business Administration (086) – changing elective courses
 2. MS Management (153) - changing elective courses
 3. BS Biology (009) - changing elective courses
 4. BS Microbiology (034) - changing elective courses
 5. BSE Natural Science Education (039) – Adding practicum course

Documents for these requests are attached. If you need additional information regarding these items, please let me know.

Attachments

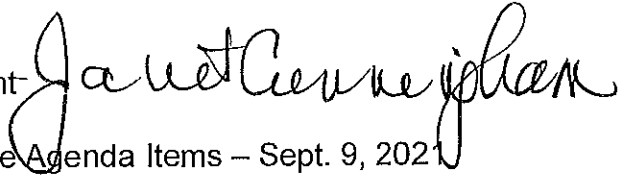
OFFICE OF THE PRESIDENT

Date: August 26, 2021

To: Regional University System of Oklahoma
Facilities Stewardship Committee
Connie Reilly, Chair

From: Dr. Janet Cunningham, President

Re: Facilities Stewardship Committee Agenda Items – Sept. 9, 2021



Please place Northwestern Oklahoma State University on the Facilities Stewardship Committee agenda for the Sept. 9, 2021, meeting of the Regional University System of Oklahoma Board of Regents for the following item:

Change Order-Project #505-0005 Major Repairs and Renovations

Project Description: Approve change order #1 resulting in an increase to the original contract amount of \$13,800. The increase covers additional roof decking and metal flashing that was requested from our architect prior to the final inspection of the roofs. Roofs were replaced on the J.W. Martin Library and the Athletic Practice Facility.

Requested Funding: Original contract amount of \$246,610 plus this change order request of \$13,800.

Budget Breakdown: Total cost of the project after the change order is \$260,410.

Job Order Contractor: N/A

Congruent with Facilities Master Plans or Strategic Plans? Yes

Revenue Source: Funding for the two roof replacements is from Section 13, New College/Offset Funds (650).

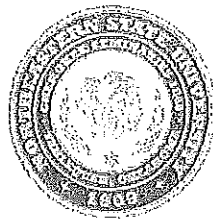
Att. (1)

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA FAX NO. (405) 942-8847		BUILDING PROJECTS	Page 1 of 1
		Prepared by:	Dr. David Pecha
		Date:	8/25/2021

Prepared by: Dr. David Pecha
Date: 8/25/2021

Minutes for September 10, 2021


Contracts of one million dollars (\$1,000,000) or less shall not exceed a fifteen percent (15%) cumulative increase in original contract amount.	\$	15,000.00
Contracts of over one million dollars (\$1,000,000) shall not exceed the greater of one hundred fifty thousand (\$150,000) or a ten percent (10%) cumulative increase in the original contract amount.		



NORTHEASTERN STATE UNIVERSITY
OFFICE *of the* PRESIDENT

DATE: August 27, 2021

TO: Lake Carpenter, Facilities Stewardship Committee Chair
Regional University System of Oklahoma

FROM: Dr. Steve Turner  President

SUBJECT: Facilities Stewardship Committee Agenda Items–September 2021

EMERGENCY RATIFICATION

On July 28, 2021, Regent Reilly, Board Chair, and Regent Carpenter, Chair Facilities Stewardship Committee, granted emergency approval to spend \$65,000 in infrastructure fee funds to complete repairs to the Clock Tower in Seminary Hall which is a part of the renovation project made possible from a \$4 million gift from Cherokee Nation. The additional funding is needed due to more extensive damage to the Clock Tower than original inspections indicated.

1. Project #485-0073 - General Repairs

- a. Project Description: Request permission to design, bid and award to the lowest responsible bidder, needed general renovations and repairs to facilities on all three University campuses.
- b. Requested Funding Approval: \$200,000
- c. Budget Breakdown: Renovation/Repairs
- d. Revenue Source(s): \$200,000 - 600 Fund

Informational:**2. Project #485-0048 - Muskogee Campus Outdoor/Parking lot LED Lighting**

- a. Project Description: Muskogee Campus outdoor and parking lot LED lighting repair and upgrade. This project was originally approved in October 2020. Due to increases in market conditions we request an increase of \$21,000 to the original \$50,000
- b. Requested Funding Approval: \$71,000
- c. Budget Breakdown: Renovation/Repairs
- d. Congruent with Facility Master Plans or Strategic Plans: Yes
- e. Revenue Source(s): Infrastructure Fee

3. Project #485-0073 - Campus Building Automation

- a. Project Description: Campus wide updates and installation of new building automation and controls.
- b. Requested Funding Approval: \$75,000
- c. Budget Breakdown: Renovation/Repairs
- d. Congruent with Facility Master Plans or Strategic Plans: Yes
- e. Revenue Source(s): 295 Fund

Change Orders:Wilson Hall Phase 3:

- i. Flintco, LLC Change Order #2, Electrical pathways and upgrades for Data and Communication.....\$17,326
- ii. Flintco, LLC Change Order #3, existing window joint seal.....\$83,729



UNIVERSITY OF
Central Oklahoma

Date: September 10, 2021
To: Board of Regents of the Regional University System of Oklahoma
Facilities Stewardship Committee Chair, Lake Carpenter
From: President Patti Neuhold-Ravikumar

University of Central Oklahoma

September 2021 Facilities Stewardship Committee

1. Approval Items:

a. Project # 120-0032 Sports Complex Improvements

Project Description: Request approval to solicit and award contract not to exceed \$850,000 for the purpose of replacing the artificial turf at Wantland Stadium. Solicitation will be in the form of a *Request for Proposal*.

Requested Funding Approval: \$850,000

Budget Breakdown: \$850,000 for turf replacement.

Congruent with Facility Master Plan or Strategic Plan: Yes

Revenue Sources: Wantland Stadium Facility Fee

b. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Request approval to fund and award contracts to Johnson Controls Inc. and Lingo Construction not to exceed \$275,000 for the purpose of replacing the Academy of Contemporary Music boiler and cooling tower, as well as the construction of mechanical space needed to accommodate the work.

Requested Funding Approval: \$275,000

Budget Breakdown: Approx. \$240,000 for mechanical work and \$35,000 for construction.

Congruent with Facility Master Plan or Strategic Plan: Yes

Revenue Sources: Section 13 Offset, Student Facility Fee

2. Information Items:

a. Project # 120-0027 Major Repairs and Deferred Maintenance Page 7 of 8

Project Description: Issued contract to Johnson Control Inc. in the amount of \$114,762 for the campus-wide repair of individual building metering.

Fund Source: Section 13 Offset, E&G Funds

b. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Issued contract to Johnson Control Inc. in the amount of \$79,705 for the replacement of one 100-ton Chiller in the Wellness Center.

Fund Source: Facility Fee

c. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Issued contract to Johnson Control Inc. in the amount of \$35,561 for heat exchanger at the Academy of Contemporary Music building.

Fund Source: E&G Funds

d. Project # 120-0027 Major Repairs and Deferred Maintenance

Project Description: Issued contract to on-call construction manager Lingo Construction in the amount of \$75,720 for concrete replacement of circle drive at Ayers St.

Fund Source: Auxiliary Funds

e. Project # 120-1090 New Dining Center

Project Description: Issued contract to on-call construction manager Lingo Construction in the amount of \$43,717 for the basic finishing of the retail space in the recently constructed Bausher Place.

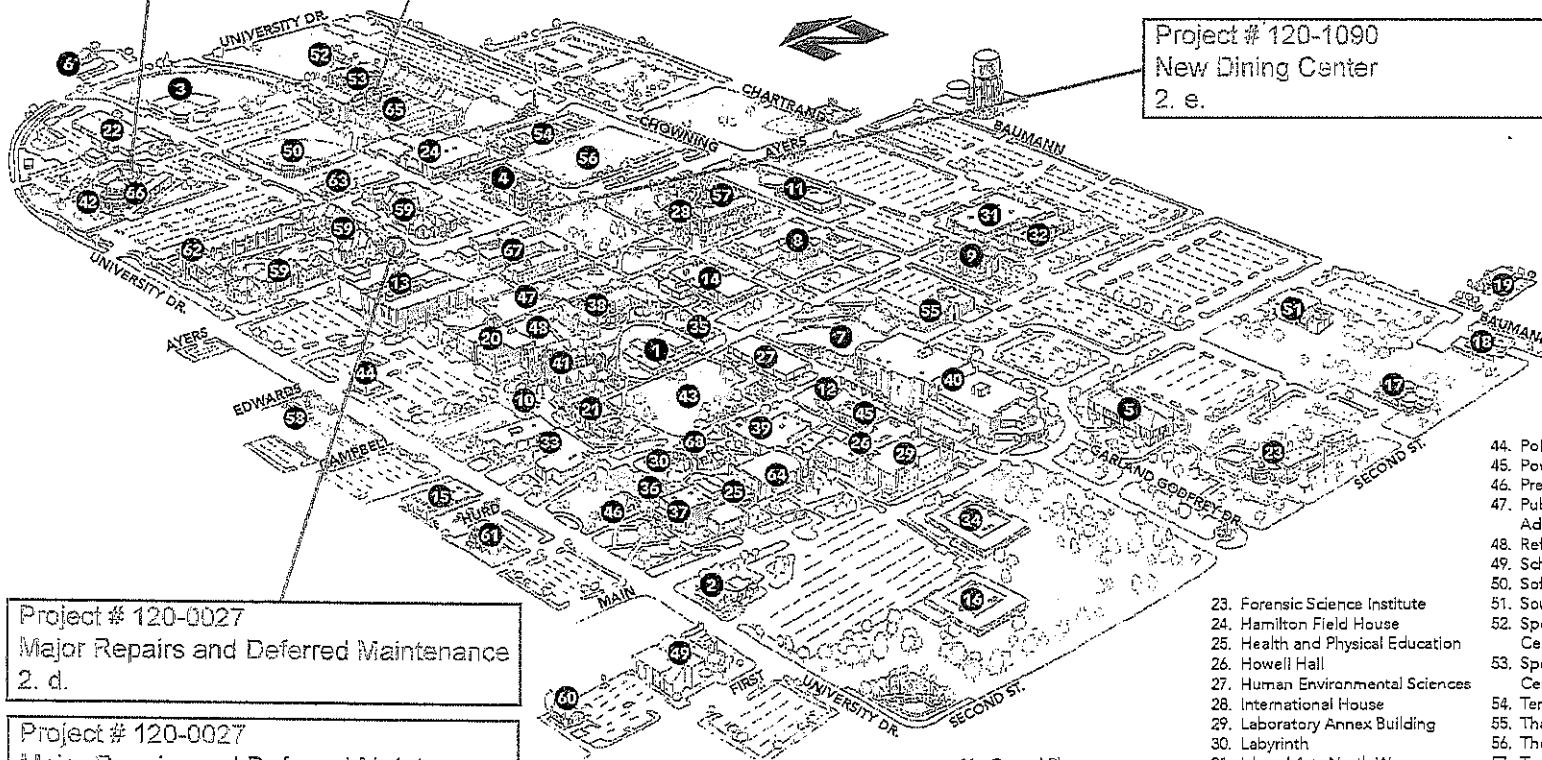
Fund Source: Remaining Project Funds

Attachments:

Campus Map

Project # 120-0022
Sports Complex Improvements
1. a.

Project # 120-0027
Major Repairs and
Deferred Maintenance
2. b.



Project # 120-1090
New Dining Center
2. e.

Project # 120-0027
Major Repairs and Deferred Maintenance
2. d.

Project # 120-0027
Major Repairs and Deferred Maintenance
1. b. (Downtown Oklahoma City)

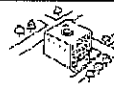
Project # 120-0027
Major Repairs and Deferred Maintenance
2. a. (Campus Wide)


Project # 120-0027
Major Repairs and Deferred Maintenance
2. c. (Downtown Oklahoma City)

MAP LEGEND


- | | | | |
|---|---------------------------------|--|---|
| 1. Art & Design Building | 11. Central Plant | 23. Forensic Science Institute | 44. Police Services |
| 2. Baptist Collegiate Ministries | 12. CFAD Storage Building | 24. Hamilton Field House | 45. Power Plant |
| 3. Baseball Field | 13. Chambers Library | 25. Health and Physical Education | 46. President's Annex |
| 4. Bausher Place | 14. Communications Building | 26. Howell Hall | 47. Public Safety Administration |
| 5. Betz STEM Research and Learning Center | 15. Co-op Esports Gaming Center | 27. Human Environmental Sciences | 48. Reflection Park |
| 6. Broncho IV Apartments | 16. Coyner Health Sciences | 28. International House | 49. School of Design (future) |
| 7. Broncho Lake | 17. Edmond Chamber of Commerce | 29. Laboratory Annex Building | 50. Softball Field |
| 8. Business Building | 18. Edmond Fire Station No. 1 | 30. Labyrinth | 51. South Central Plant |
| 9. Center for Transformative Learning | 19. Education Annex Building | 31. Liberal Arts North Wing | 52. Sports Performance Center Annex |
| 10. Central Gateway | 20. Education Building | 32. Liberal Arts South Wing | 53. Sports Performance Center |
| | 21. Evans Hall | 33. Lillard Administration Building | 54. Tennis Courts |
| | 22. Facilities Management | 34. Math and Computer Science | 55. Thatcher Hall |
| | | 35. Melton Art Gallery | 56. Thompson Soccer Field |
| | | 36. Mitchell Education Center | 57. Transformative Learning Quadrangle (The Quad) |
| | | 37. Mitchell Hall | 58. TRIO Training |
| | | 38. Murdaugh Hall | 59. University Commons |
| | | 39. Music Building | 60. University Guest House |
| | | 40. Nigh University Center | 61. University House |
| | | 41. Old North | 62. University Suites |
| | | 42. OU Physicians Health & Wellness Clinic | 63. VetHERO Center |
| | | 43. Plunkett Park | 64. Wantland Hall |
| | | | 65. Wantland Stadium |
| | | | 66. Wellness Center |
| | | | 67. West Hall |
| | | | 68. Y-Chapel |


**METRO
CAMPUS
LOCATIONS**


 Academy of Contemporary Music (ACM@UCO)
25 S. Oklahoma Ave.,
Downtown Oklahoma City


 Center for eLearning and Connected Environments
201 N. Bryant Ave.,
Edmond

 Jazz Lab
100 E. 5th St.,
Edmond

 UCO Boathouse at Arcadia Lake
Arcadia Lake - Second St. and
Midwest Blvd.

 UCO Boathouse at Oklahoma River
732 Riversport Dr.,
Oklahoma River Boathouse District,
Downtown Oklahoma City

 UCO at Carnegie Centre
131 Dean A. McGee Ave.,
Downtown Oklahoma City

 UCO at Santa Fe Plaza
101 North E.K. Gaylord, Ste. 1
Downtown Oklahoma City



May 11, 2021

Ms. Sheridan A. McCaffree, Executive Director
Regional University System of Oklahoma
3555 N.W. 58th Street, Suite 320
Oklahoma City, Oklahoma 73112

You have requested that we audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of the Regional University System of Oklahoma (RUSO), as of June 30, 2021 and for the year then ended and the related notes to the financial statements, which collectively comprise the basic financial statements of East Central University, Northeastern State University, Northwestern Oklahoma State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University, University of Central Oklahoma and the Administrative Office as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended June 30, 2021. We will also audit the basic financial statements of the Supplemental Retirement Annuity Plan (the 'SRA'), the Post Employment Healthcare Plan, (the 'OPEB Trust') and the Pension Trust of the President of the University of Central Oklahoma (the 'UCO President Trust') for the period ended June 30, 2021. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs.

Accounting standards generally accepted in the United States of America require that supplementary information (RSI), such as management's discussion and analysis (MD&A), schedules of the SRA, the OPEB Trust and the UCO President Trust, be presented to supplement the Regional University System of Oklahoma basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI.

5028 E. 101st Street
Tulsa, OK 74137
TEL: 918.492.3388
FAX: 918.492.4443
www.hinklecpas.com

The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussions and Analysis
- Oklahoma Teacher's Retirement System Schedule
- Schedule of Funding Progress of Other Post Employment Insurance Benefits
- Schedule of Changes in Net Pension Liabilities and Related Ratios for the Supplemental Retirement Annuity
- Schedule of Changes in Net Pension Liabilities and Related Ratios for the Retirement Plan for the President of the University of Central Oklahoma
- Schedule of Employer Contributions

Supplementary information other than RSI will accompany the Regional University System of Oklahoma basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following information in relation to the financial statements as a whole:

- Combining Statements of Net Position
- Combining Statements of Revenues, Expenses and Changes in Net Position
- Combining Statement of Cash Flows
- Schedule of Expenditures of Federal Awards

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.



The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS), the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) and, if applicable, in accordance with any state or regulatory audit requirements. Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. If appropriate, our procedures will therefore include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories and direct confirmation of cash, investments and certain other assets and liabilities by correspondence with creditors and financial institutions. As part of our audit process, we will request written representations from your attorneys and they may bill you for responding. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance (whether caused by errors, fraudulent financial reporting, misappropriation of assets, detected abuse, or violations of laws or governmental regulations) may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and Government Auditing Standards of the Comptroller General of the United States of America and, if applicable, in accordance with any state or regulatory audit requirements. Please note that the determination of abuse is subjective and Government Auditing Standards does not require auditors to detect abuse.



In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit. Our responsibility as auditors is, of course, limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of RUSO's basic financial statements. Our report will be addressed to the governing body of RUSO. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of RUSO's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.



Also, as required by the Uniform Guidance, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received, including federal awards and funding increments received prior to December 26, 2014 (if any) and those received in accordance with the Uniform Guidance (generally received after December 26, 2014);
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For the design, implementation and maintenance of internal control over federal awards;
7. For establishing and maintaining effective internal control over federal awards that provides reasonable assurance that the nonfederal entity is managing federal awards in compliance with federal statutes, regulations and the terms and conditions of the federal awards;
8. For identifying and ensuring that the entity complies with federal statutes, regulations and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations and the terms and conditions of federal award programs;
9. For disclosing accurately, currently and completely the financial results of each federal award in accordance with the requirements of the award;
10. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
11. For taking prompt action when instances of noncompliance are identified;



12. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
13. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
14. For submitting the reporting package and data collection form to the appropriate parties;
15. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
16. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements and relevant to federal award programs, such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
17. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
18. For maintaining adequate records, selecting and applying accounting principles and safeguarding assets;
19. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
20. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.



If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Fees and Timing

Jim Hinkle and Kirk Vanderslice are the engagement partners for the audit services specified in this letter. Their responsibilities include supervising the auditing services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. We will work with your staff to schedule the audit to meet the organization's needs.

Our fees are based on the amount of time required at various levels of responsibility and includes all out of pocket expenses, such as report reproduction, processing, travel, copies, etc. Invoices will be rendered every two weeks and are payable within 45 days from receipt. We estimate our overall total fee for the audit is designated as follows:

Institution	Financial Audit	SFA Cluster	Each Additional Federal Award*	990T
ECU	\$ 26,250	\$ 7,850	\$ 5,800	\$ -
NSU	\$ 36,900	\$ 8,925	\$ 5,800	\$ -
NWOSU	\$ 27,500	\$ 7,850	\$ 5,800	\$ 1,850
SEOSU	\$ 31,000	\$ 7,850	\$ 5,800	\$ 1,850
SWOSU	\$ 25,200	\$ 7,850	\$ 5,800	\$ 1,850
UCO	\$ 36,500	\$10,000	\$ 5,778	\$ -
Admin Office	\$ 8,975	\$ -	\$ -	\$ -

*Fees are for each additional federal award program that may be required to test for compliance.

We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use RUSO's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

Other Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.



The audit documentation for this engagement is the property of Hinkle & Company, PC and may constitute confidential information. However, we may be requested to make certain audit documentation available to state and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Hinkle & Company, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

With respect to any nonattest services we perform, RUSO's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to Executive Director of RUSO, the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.



In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Hinkle & Company, PC warrants and certifies that it, its employees, and any proposed subcontractors are in compliance with the Oklahoma Taxpayer & Citizen Protection Act of 2007, 25 O.S. §1313 and participate in the Status Verification System as defined in 25 O.S. §1312 which includes but is not limited to the free Employment Verification Program (E-Verify) through the U.S. Department of Homeland Security at www.dhs.gov/E-Verify. These warranties shall remain in effect through the entire term of the agreement.

Please sign and return the attached copy of this letter to indicate your acknowledgment of and in agreement with, the arrangements for our audit of the financial statements' compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff. If you have any questions, please let us know.

Hinkle & Company, PC

Acceptance:

This letter correctly sets forth the understanding of Regional University System of Oklahoma which collectively comprise of East Central University, Northeastern State University, Northwestern Oklahoma State University, Southeastern Oklahoma State University, Southwestern Oklahoma State University, University of Central Oklahoma and the Administrative Office.

Sheridan A. McCaffree

Ms. Sheridan A. McCaffree, Executive Director
Executive Director

9/15/2021

Date





Report on the Firm's System of Quality Control

April 29, 2020

To the Members of
Hinkle & Company, PC
and the Peer Review Committee of the OSCPA

We have reviewed the system of quality control for the accounting and auditing practice of Hinkle & Company, PC (the firm) in effect for the year ended September 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

To the Members of
Hinkle & Company, PC
and the Peer Review Committee of the OSCPA
Page 2

Opinion

In our opinion the system of quality control for the accounting and auditing practice Hinkle & Company, PC in effect for the year ended September 30, 2019 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies), or fail. Hinkle & Company, PC has received a peer review rating of pass.



HBC CPAs & Advisors
Oklahoma City, Oklahoma



UNIVERSITY OF
Central Oklahoma

University of Central Oklahoma

Edmond, Oklahoma

September 9, 2021

TO: Board of Regents Regional University System of Oklahoma
Landmark Towers
3555 N.W. 58th St., Suite 320
Oklahoma City, OK 73112

FROM: Patti Neuhold-Ravikumar, President

DATE: September

SUBJECT: Audit & Finance Committee

I. Ratification of Emergency Approval

Emergency approval was granted by Chairwoman Connie Reilly on July 9, 2021 for an FY22 budget revision in the amount of \$3,064,950 to fund stipends for qualifying faculty and staff. This budget revision does not represent a change to the total budget but simply a reallocation among budget activity categories.

Minutes for September 10, 2021

Attachment D
Page 1 of 40

**ADOPTION AGREEMENT #002
GOVERNMENTAL
403(b) NON-ERISA VOLUME SUBMITTER PLAN**

The undersigned Eligible Employer, by executing this Adoption Agreement, elects to establish a 403(b) plan ("Plan") under the FIS Business Systems LLC Non-ERISA 403(b) Volume Submitter Plan (basic plan document #22). The Employer, subject to the Employer's Adoption Agreement elections, adopts fully the Volume Submitter Plan provisions. This Adoption Agreement, the basic plan document, any incorporated Investment Arrangement Documentation, and any attached appendices, constitute the Employer's plan document. *All "Election" references within this Adoption Agreement are Adoption Agreement Elections. All "Section" references are basic plan document references. Numbers in parenthesis which follow headings are references to basic plan document sections.* Where an Adoption Agreement election calls for the Employer to supply text, the Employer may lengthen any space or line, or create additional tiers. When Employer-supplied text uses terms substantially similar to existing printed options, all clarifications and caveats applicable to the printed options apply to the Employer-supplied text unless the context requires otherwise. The Employer makes the following elections granted under the corresponding provisions of the basic plan document.

**ARTICLE 1
DEFINITIONS**

1. **EMPLOYER; PLAN; PLAN ADMINISTRATOR** (1.29; 1.52; 1.53). *(A Plan amendment is not needed solely to change the information in (a) or (d) below.)*

(a) **Employer Information**

Name of Adopting Employer: Regional University System of Oklahoma

Address: 3555 N.W. 58th St., Suite 320

City Oklahoma City

State Oklahoma

Zip 73112

Telephone: 405-942-8817

EIN: 47-5252923

(b) **Plan Information**

Plan name: 403(b) Plan of the Regional University System of Oklahoma

(c) **Type of entity.** *(Choose (1) or (2)):*

(1) ☒ **Public School.** See 1.57.

(2) ☐ **Other Governmental employer exempt under Code §501(c)(3).**

(d) **Plan Administrator Information** (If no Plan Administrator is named, the Employer is the Plan Administrator)

Name: _____

Address: _____

City _____

State _____

Zip _____

Telephone: _____

2. **PERMITTED INVESTMENTS** (1.42). The Plan permits Custodial Accounts invested in mutual funds under Code §403(b)(7) and Annuity Contracts under Code §403(b)(1).

3. **ERISA STATUS** (1.34). The Plan is a governmental plan exempt from ERISA.

4. **PLAN YEAR** (1.54). Plan Year means the 12 consecutive month period (except for a short Plan Year) ending every:

[Note: Complete any applicable blanks under Election 4 with a specific date, e.g., June 30 OR the last day of February OR the first Tuesday in January. In the case of a Short Plan Year, include the year, e.g., May 1, 2016.]

Plan Year *(Choose (a), (b) or (c)):*

(a) ☒ **December 31.**

(b) ☐ Minutes for September 10, 2021
☐ Fiscal Plan Year: ending: _____.

(c) ☐ Other: _____ (e.g., a 52/53 week year ending on the date nearest the last Friday in December).

Short Plan Year (Choose (d) if applicable.):

(d) ☐ Short Plan Year: commencing: _____ and ending: _____.

5. **EFFECTIVE DATE (1.23).** The Employer's adoption of the Plan is a (Choose (a) or (b). Complete (c); complete (d) if an amendment and restatement. Choose (e) and (f) if applicable.):

(a) ☐ New Plan.

(b) ☒ Restated Plan.

Initial Effective Date of Plan (enter date)

(c) January 1, 1970 (hereinafter called the "Effective Date" unless 5(d) is entered below)

Restatement Effective Date (If this is an amendment and restatement, enter effective date of the restatement.)

(d) ☒ January 1, 2009 (enter month day, year; may enter a restatement date that is the first day of the current Plan Year) (hereinafter called the "Effective Date")

[Note: See Section 1.60 for the definition of Restated Plan. If this Plan is a Restatement under Rev. Proc. 2013-22, in order to have retroactive reliance, the Restatement Effective date generally should be the later of January 1, 2010 or the Initial Effective Date. The Restatement Effective Date can be as early as January 1, 2009 but there is no retroactive reliance prior to January 1, 2010. If specific Plan provisions, as reflected in this Adoption Agreement and the basic plan document, do not have the Effective Date stated in this Election 5, indicate as such in the election where called for or in Appendix A.]

Additional Effective Dates (Choose if applicable)

(e) ☐ Restatement of surviving and merging plans. The Plan restates two (or more) plans (Complete 5(c) and (d) above for this (surviving) Plan. Complete (1) below for the merging plan. Choose (2) if applicable.):

(1) Merging plan. The _____ Plan was or will be merged into this surviving Plan as of: _____ The merging plan's restated Effective Date is: _____. The merging plan's original Effective Date was: _____.

(2) ☐ Additional merging plans. The following additional plans were or will be merged into this surviving Plan (Optional to complete a. and b. if applicable. May attach an addendum to add additional plans.):

	Name of merging plan	Merger date	Restated Effective Date	Original Effective Date
a.	_____	_____	_____	_____
b.	_____	_____	_____	_____

(f) ☐ Special Effective Date for Elective Deferral provisions: _____

[Note: If Elective Deferral provision is not effective as of the Initial Effective Date or the Restatement Effective Date, enter the date as of which the Elective Deferral provision is effective. The Special Effective Date may not precede the date on which the Employer adopted the Plan.]

6. **CONTRIBUTION TYPES (1.12).** The Employer and/or Participants, in accordance with the Plan terms, make the following contributions to the Plan (Choose one or more of (a) through (f)).:

(a) ☐ Mandatory Employee Contributions. See Section 3.04(A)(3) and Election 18.

(b) ☒ Pre-Tax Elective Deferrals. See Section 3.02 and Elections 19–21.

(1) ☒ Roth Deferrals. See Section 3.02(F) and Elections 19–21. [Note: The Employer may not limit Elective Deferrals to Roth Deferrals only.]

(c) ☐ Matching. See Sections 1.36, 1.47, and 3.03 and Elections 22, 23, 27, 28 and 32.

(d) ☒ Nonelective. See Sections 1.48 and 3.04 and Elections 25 through 28.

(e) ☐ Employee (after-tax). See Section 3.09 and Election 32.

(f) ☐ None (frozen plan). The Plan is/was frozen effective as of: _____. See Sections 3.01(F) and 9.04.

[Note: Elections 18 through 26 and Election 32 do not apply to any Plan Year in which the Plan is frozen.]

7. ~~EXCLUDED EMPLOYEES (1.35)~~ **Minutes for September 10, 2021** The following Employees are not Eligible Employees (either as to the overall Plan or the designated contribution type) (Choose (a), (b) or (c). See also Election 18(e).):

- (a) ☐ **No Excluded Employees.** All Employees are Eligible Employees as to all Contribution Types.
- (b) ☒ **Exclusions - same for all Contribution Types.** The following Employees are Excluded Employees for all Contribution Types (Choose one or more of (e) through (h) and/or (l). Choose column (1) for each exclusion elected at (e) through (h).):
- (c) ☐ **Exclusions.** The following Employees are Excluded Employees (either as to all Contribution Types or to the designated Contribution Type) (Choose one or more of (d) through (l)):

[Note: For this Election 7, unless described otherwise in Election 7(l), Elective Deferrals includes Pre-Tax Deferrals, and Roth Deferrals; Matching includes all Matching Contributions; Nonelective includes all Nonelective Contributions; Employee/Mandatory includes Mandatory Employee Contributions and Employee (after-tax) Contributions.]

	(1) All Contributions	(2) Elective Deferrals	(3) Matching	(4) Nonelective	(5) Employee/ Mandatory
(d) <input type="checkbox"/> No exclusions. No exclusions as to the designated Contribution Type.	N/A (See Election 7(a))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) <input checked="" type="checkbox"/> Non-Resident Aliens. See Section 1.35(B).	<input checked="" type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f) <input type="checkbox"/> Employees who normally work less than 20 hours per week. See Section 1.35(E) (e.g., if any such excluded Employee actually completes a Year of Service).	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g) <input checked="" type="checkbox"/> Student Employees. See Section 1.35(C) (i.e., students enrolled in the entity sponsoring this Plan).	<input checked="" type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(h) <input type="checkbox"/> Other Employer plan. Employees who are eligible to participate in another plan of the Employer which is a (Choose one or more of a. through c.):	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. <input type="checkbox"/> 401(k) plan					
b. <input type="checkbox"/> 403(b) plan					
c. <input type="checkbox"/> governmental 457(b) plan					
(i) <input type="checkbox"/> Collective Bargaining (union) Employees. See Section 1.35(A).	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(j) <input type="checkbox"/> Per Diem Employees.	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(k) <input type="checkbox"/> Describe exclusion: _____	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(l) <input type="checkbox"/> Describe exclusion: _____ (e.g., exclude hourly paid employees).					

[Note: The Employer may not complete Election 7(l) in a manner which would violate the universal availability rule of Treas. Reg. §1.403(b)-5(b), after taking into consideration the entity rules of Treas. Reg. §1.403(b)-5(b)(3) and the transition rules of Treas. Reg. §1.403(b)-10(d). Accordingly, Election 7(l) may only be used to provide an exclusion for Elective Deferrals if the Employer is a Church or the excluded Employees are eligible to make elective deferrals under another 403(b), 401(k) or governmental 457(b) plan of the Employer.]

[Note: Any exclusion under Election 7(k) or 7(l), except for Employees who normally work less than 20 hours per week, may not be based on age or Service. See Election 14 for eligibility conditions based on age or Service.]

8. **COMPENSATION (1.11).** The following Compensation (as adjusted under Elections 9 and 10) applies in allocating Employer Contributions (or the designated contribution type) (Choose one or more of (a) through (e). Choose (f) if applicable.):

[Note: Unless described otherwise in Election 8(e), Elective Deferrals includes Pre-Tax Deferrals and Roth Deferrals; Matching includes all Matching Contributions; Nonelective includes all Nonelective Contributions; Employee/Mandatory includes Mandatory Employee Contributions and Employee (after-tax) Contributions. In applying any Plan definition which references Section 1.11 Compensation, where the Employer in this Election 8 elects more than one Compensation definition for allocation purposes, the Plan Administrator will use W-2 wages for such other Plan definitions if the Employer has elected W-2 wages for any Contribution Type or Participant group under Election 8. If the Employer has not elected W-2 wages, the Plan Administrator for such other Plan definitions will use 415 Compensation.]

	(1) All Contributions	(2) Elective Deferrals	(3) Matching	(4) Nonelective	(5) Employee/ Mandatory
(a) <input checked="" type="checkbox"/> W-2 wages increased by Elective Deferrals.	<input checked="" type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input type="checkbox"/> Code §3401 federal income tax withholding wages increased by Elective Deferrals.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input type="checkbox"/> 415 Compensation.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) <input type="checkbox"/> Describe Compensation by Contribution Type or by Participant Group: _____	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) <input type="checkbox"/> Describe Compensation by Contribution Type or by Participant Group: _____					

[Note: Under Election 8(d) or 8(e), the Employer may: (i) elect Compensation from the elections available under Elections 8(a), (b), (c) or (d), or a combination thereof as to a Participant group (e.g., W-2 Wages for Matching Contributions for Campus A Employees and 415 Compensation in all other cases); and/or (ii) define the Contribution Type column headings in a manner which differs from the "all-inclusive" description in the Note immediately preceding Election 8(a).]

- | | |
|--|--|
| (f) <input type="checkbox"/> Allocate based on specified 12-month period.
The allocation of all Contribution Types (or specified Contribution Types) will be made based on Compensation within a specified 12-month period ending within the Plan Year as follows:
_____ | <input type="checkbox"/> OR <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
|--|--|

9. PRE-ENTRY/POST-SEVERANCE COMPENSATION (1.11(H)/(I)). Compensation under Election 8:

[Note: For this Election 9, unless described otherwise in Elections 9(c), 9(d), 9(n) or 9(o), Elective Deferrals includes Pre-Tax Deferrals and Roth Deferrals; Matching includes all Matching Contributions; Nonelective includes all Nonelective Contributions; Employee/Mandatory includes Mandatory Employee Contributions and Employee (after-tax) Contributions.]

Pre-Entry Compensation (Choose one or more of (a), (b) or (c). Choose Contribution Type as applicable.):	(1) All Contributions	(2) Elective Deferrals	(3) Matching	(4) Nonelective	(5) Employee/ Mandatory
(a) <input type="checkbox"/> Plan Year. Compensation for the entire Plan Year which includes the Participant's Entry Date. [Note: If the Employer under Election 8(f) elects to allocate some or all Contribution Types based on a specified 12-month period, Election 9(a) applies to that 12-month period in lieu of the Plan Year.]	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input checked="" type="checkbox"/> Participating Compensation. Only Participating Compensation. See Section 1.11(H)(1).	<input checked="" type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input type="checkbox"/> Describe Pre-Entry Compensation _____	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Note: Under a Participating Compensation election, in applying any Adoption Agreement elected contribution limit or formula, the Plan Administrator will count only the Participant's Participating Compensation. See Section 1.11(H)(1) as to plan disaggregation.]

- (d) ☐ Describe Pre-Entry Compensation by Contribution Type or by Participant group: _____

[Note: Under Election 9(c) or 9(d), the Employer may: (i) elect Compensation from the elections available under Pre-Entry Compensation or a combination thereof as to a Participant group (e.g., Participating Compensation for all Contribution Types as to Campus A Employees, Plan Year Compensation for all Contribution Types to Campus B Employees) and/or (ii) define the Contribution Type column headings in a manner which differs from the "all-inclusive" description in the Note immediately preceding Pre-Entry Compensation.]

Post-Severance Compensation. The following adjustments apply to Post-Severance Compensation paid within any applicable time period as may be required (Choose (e), (f) or (g).):

[Note: Under the basic plan document, if the Employer does not elect any adjustments, Post-Severance Compensation includes regular pay, leave cash-outs, and deferred compensation, and excludes disability continuation payments and does not count Deemed Includible Compensation.]

(e) Minutes for September 10, 2021

(e) ☐ **None.** The Plan includes post-severance regular pay, leave cash-outs, and deferred compensation, and excludes post-severance disability continuation payments, and Deemed Includible Compensation as to any Contribution Type except as required under the basic plan document (*skip to Election 10*).

(f) ☒ **Same for all Contribution Types.** The following adjustments to Post-Severance Compensation apply to all Contribution Types (*Choose one or more of (i) through (o). Choose column (1) for each option elected at (i) through (n).*):

(g) ☐ **Adjustments - different conditions apply.** The following adjustments to Post-Severance Compensation apply to the designated Contribution Types (*Choose one or more of (h) through (o). Choose Contribution Type as applicable.*):

	(1) All Contributions	(2) Elective Deferrals	(3) Matching	(4) Nonelective	(5) Employee/ Mandatory
Post-Severance Compensation:					
(h) <input type="checkbox"/> None. The Plan takes into account Post-Severance Compensation as to the designated Contribution Types as specified under the basic plan document.	N/A (See Election 9(e))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i) <input type="checkbox"/> Exclude All. Exclude all Post-Severance Compensation. [Note: 415 testing Compensation (versus allocation Compensation) must include Post-Severance Compensation composed of regular pay. See Section 4.05(D).]	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(j) <input type="checkbox"/> Regular Pay. Exclude Post-Severance Compensation composed of regular pay. See Section 1.11(I)(1)(a). [Note: 415 testing Compensation (versus allocation Compensation) must include Post-Severance Compensation composed of regular pay. See Section 4.05(D).]	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(k) <input checked="" type="checkbox"/> Leave cash-out. Exclude Post-Severance Compensation composed of leave cash-out. See Section 1.11(I)(1)(b).	<input checked="" type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(l) <input checked="" type="checkbox"/> Deferred Compensation. Exclude Post-Severance Compensation composed of deferred compensation. See Section 1.11(I)(1)(c).	<input checked="" type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(m) <input type="checkbox"/> Salary continuation for disabled Participants. Include Post-Severance Compensation composed of salary continuation for disabled Participants. See Section 1.11(I)(2). (<i>Choose a. or b.</i>):	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. <input type="checkbox"/> For NHCEs only. The salary continuation will continue for the following fixed or determinable period: _____ (<i>specify period, e.g., "ten years" or "term of disability policy"</i>).					
b. <input type="checkbox"/> For all Participants. The salary continuation will continue for the following fixed or determinable period: _____ (<i>specify period; e.g., "ten years" or "term of disability policy"</i>).					
(n) <input type="checkbox"/> Describe Post-Severance Compensation by Contribution Type or by Participant group:	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<hr/>					
(o) <input type="checkbox"/> Describe Post-Severance Compensation by Contribution Type or by Participant group:					
<hr/>					

[Note: Under Election 9(n) or 9(o), the Employer may: (i) elect Compensation from the elections available under Post-Severance Compensation or a combination thereof as to a Participant group (e.g., Include regular pay Post-Severance Compensation for all Contribution Types as to Campus A Employees, no Post-Severance Compensation for all Contribution Types to Campus B Employees) and/or (ii) define the Contribution Type column headings in a manner which differs from the "all-inclusive" description in the Note immediately preceding Pre-Entry Compensation.]

Minutes for September 10, 2021

Attachment D

10. **EXCLUDED COMPENSATION (1.11(G)).** Apply the following additional exclusions or other adjustments to Compensation Elections under 8 and 9 (*Choose (a), (b) or (c).*):

Page 6 of 40

- (a) ☒ **No exclusions.** Compensation as to all Contribution Types means Compensation as elected in Elections 8 and 9 (*skip to Election 11*).
- (b) ☐ **Exclusions - same for all Contribution Types.** The following exclusions apply to all Contribution Types (*Choose one or more of (f) through (n). Choose column (1) for each option elected at (f) through (m).*):
- (c) ☐ **Exclusions - different conditions apply.** The following exclusions apply for the designated Contribution Types (*Choose one or more of (d) through (n) below. Choose Contribution Type as applicable.*):

[Note: For this Election 10, unless described otherwise in Election 10(n), Elective Deferrals includes Pre-Tax Deferrals and Roth Deferrals; Matching includes all Matching Contributions; Nonelective includes all Nonelective Contributions; Employee/Mandatory includes Mandatory Employee Contributions and Employee (after-tax) Contributions.]

Compensation Exclusions	(1) All Contributions	(2) Elective Deferrals	(3) Matching	(4) Nonelective	(5) Employee/ Mandatory
(d) <input type="checkbox"/> No exclusions. No exclusion as to the designated Contribution Type(s).	N/A (See Election 10(a))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) <input type="checkbox"/> Elective Deferrals. See Section 1.24. (e.g., exclusions under Code §§ 401(k), 125, 132(f)(4), 403(b), 414(h)(2) pickup, & 457).	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(f) <input type="checkbox"/> Fringe benefits. As described in Treas. Reg. §1.414(s)-1(c)(3) (e.g., reimbursements or other expense allowances, fringe benefits, moving expenses, deferred compensation and welfare benefits).	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(g) <input type="checkbox"/> Compensation exceeding \$_____.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(h) <input type="checkbox"/> Bonus.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(i) <input type="checkbox"/> Commission.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(j) <input type="checkbox"/> Overtime.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(k) <input type="checkbox"/> Leave of Absence Pay.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(l) <input type="checkbox"/> Related Employers. See Section 1.29(B). (If there are Related Employers, choose one or both of a. and b.):					
a. <input type="checkbox"/> Non-Participating. Compensation paid to Employees by a Related Employer that is not a Participating Employer.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. <input type="checkbox"/> Participating. As to the Employees of any Participating Employer, Compensation paid by any other Participating Employer to its Employees. See Election 26(f).	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(m) <input type="checkbox"/> Describe Compensation adjustment(s):	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(n) <input type="checkbox"/> Describe Compensation adjustment(s):					

[Note: Under Election 10(m) or 10(n), the Employer may: (i) describe Compensation from the elections available under Elections 10(d) through (l), or a combination thereof as to a Participant group (e.g., No exclusions as to Campus A Employees and exclude bonus as to Campus B Employees); (ii) define the Contribution Type column headings in a manner which differs from the "all-inclusive" description in the Note immediately following Election 10(c) (e.g., Elective Deferrals means \$125 cafeteria deferrals only OR Exclude bonus as to Nonelective Contributions); and/or (iii) describe another exclusion (e.g., Exclude shift differential pay). Any adjustment must be definitely determinable.]

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The Plan credits Hours of Service for the following purposes (and to the Employees) as follows (Hours of Service for Eligibility as defined below also applies to the application of the exclusion for Employees who normally work less than 20 hours per week (Election 7(f)).) (Choose one or more of (a) through (e)):

	(1) All Purposes	(2) Eligibility	(3) Vesting	(4) Allocation Conditions
(a) <input checked="" type="checkbox"/> Actual (hourly) Method.	<input checked="" type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input type="checkbox"/> Equivalency Method: _____ (e.g., daily, weekly, etc.)	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input type="checkbox"/> Elapsed Time Method. See Section 1.40(D)(3).	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(d) <input type="checkbox"/> Actual (hourly) and Equivalency other. Equivalency Method: _____ (e.g., daily, weekly, etc.) for Employees for whom records or actual Hours of Service are not maintained or available (e.g., salaried Employees), and Actual Method for all other Employees.	<input type="checkbox"/>	OR <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(e) <input type="checkbox"/> Describe: _____				

[Note: Under Election 11(e), the Employer may describe Hours of Service from the elections available under Elections 11(a) through (d), or a combination thereof as to a Participant group and/or Contribution Type (e.g., For all purposes, Actual Method applies to staff and Equivalency Method applies to faculty).]

12. **ELECTIVE SERVICE CREDITING (1.66(A)).** The Plan must credit Related Employer Service under Section 1.29(B) and also must credit certain Predecessor Employer/Predecessor Employer Service under Section 1.66(B). If the Plan is a Multiple Employer Plan, the Plan also must credit Service as provided in Section 10.07. The Plan also elects under Section 1.66(C) to credit as Service the following Predecessor Employer Service (Choose (a) OR (b).):

(a) ☒ **Not applicable.** No elective Predecessor Employer Service crediting applies.

(b) ☐ **Predecessor Employer.** The Plan credits the specified service with the following designated Predecessor Employers as Service for the Employer for the purposes indicated (Complete (1). Choose (2) and/or (3) if applicable):

(1) Employer/Purposes. Credit as Service, service with the following Predecessor Employer(s) for the designated purpose(s) (Choose one or more):	(1) All Purposes	(2) Eligibility	(3) Vesting	(4) Allocation Conditions
a. <input type="checkbox"/> Employer: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. <input type="checkbox"/> Employer: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. <input type="checkbox"/> Employer: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. <input type="checkbox"/> Type of Predecessor. Credit service with any Predecessor Employer which is (Choose one or more of i. – v.):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. <input type="checkbox"/> An Educational Organization.				
ii. <input type="checkbox"/> An Educational Organization providing post-secondary education.				
iii. <input type="checkbox"/> An Eligible Employer.				
iv. <input type="checkbox"/> A nonprofit research institution.				
v. <input type="checkbox"/> Other: _____ (specify organization type)				

(2) ☐ **Time period.** Subject to any exceptions noted under Election 12(b)(3), the Plan credits as Service under Election 12(b)(1), all service regardless of when rendered unless a. and/or b. is elected below (Choose a. and/or b. if applicable):

a. ☐ Service after. All service, which is or was rendered after: _____ (specify date).

b. ☐ Service before. All service, which is or was rendered before: _____ (specify date).

(3) ☐ Describe elective Predecessor Employer Service crediting: _____

[Note: Under Election 12(b)(3), the Employer may describe service crediting from the elections available under Elections 12(b)(1) or (2), or a combination thereof as to a Participant group and/or Contribution Type (e.g., For all purposes credit all service with X, but credit

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service with Y only on/after 1/1/05 OR Credit all service for all purposes with entities the Employer acquires after 12/31/04 OR Service crediting for X Campus applies only for purposes of Nonelective Contributions and not for Matching Contributions.)]

ARTICLE 2 ELIGIBILITY REQUIREMENTS

13. ELIGIBILITY/ELECTIVE DEFERRALS (Universal Availability) (2.01(A)). An Employee (other than an Excluded Employee) generally becomes a Participant in the Elective Deferral portion of the Plan as soon as administratively feasible on or after the Employee's first day of employment with the Employer, as more fully described in Section 2.01(A). [Note: Elections 14 - 17 do not apply to Elective Deferrals.]

14. ELIGIBILITY NONELECTIVE/MATCHING/EMPLOYEE CONTRIBUTIONS (2.01(B)). To become a Participant in all applicable contributions under the Plan, an Employee must satisfy the following eligibility condition(s). All applicable contributions under the Plan include the Matching, Nonelective and Employee Contributions. (Choose (a)(1) or choose one or more of (a) through (i) as applicable. Choose (j), (k) and/or (l) if applicable.): 13

[Note: For this Election 14, unless described otherwise in Election 14(i), or the context otherwise requires, Matching includes all Matching Contributions; Nonelective includes all Nonelective Contributions; Employee/Mandatory includes Mandatory Employee Contributions and Employee (after-tax) Contributions unless otherwise elected at 14(k).]

	(1) All Applicable Contributions	(2) Matching	(3) Nonelective	(4) Employee/ Mandatory
(a) <input checked="" type="checkbox"/> None. Entry on Employment Commencement Date or if later, upon the next following Entry Date	<input checked="" type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input type="checkbox"/> Age: _____	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input type="checkbox"/> One Year of Service.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(d) <input type="checkbox"/> Two Years of Service (without an intervening Break in Service.)	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(e) <input type="checkbox"/> _____ Years of Service (without an intervening Break in Service.)	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(f) <input type="checkbox"/> _____ months Service need not be continuous (mere passage of time).	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(g) <input type="checkbox"/> _____ month period from the Eligible Employee's employment commencement date and during which at least _____ Hours of Service are completed in each month. The months during which the Employee completes the specified Hours of Service (Choose one of (1) or (2).):	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(1) <input type="checkbox"/> Consecutive. Must be consecutive.				
(2) <input type="checkbox"/> Not consecutive. Need not be consecutive.				
(h) <input type="checkbox"/> Describe eligibility conditions: _____	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(i) <input type="checkbox"/> Describe eligibility conditions: _____				

[Note: The Employer may use Election 14(h) or 14(i) to describe different eligibility conditions (e.g., for all contributions, no eligibility requirements for faculty Employees and One Year of Service as to administrative staff Employees).]

(j) Minutes for September 10, 2021
 Special Eligibility Effective Date (Choose (1) and/or (2) if applicable.)

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- (1) ☐ **Waiver of eligibility conditions for certain Employees.** The eligibility conditions and entry dates apply solely to an Eligible Employee employed or reemployed by the Employer after _____ (specify date). If the Eligible Employee was employed or reemployed by the Employer by the specified date, the Employee will become a Participant on the latest of: (i) the Effective Date; (ii) the restated Effective Date; (iii) the Employee's Employment Commencement Date or Re-Employment Commencement Date; or (iv) the date the Employee attains age _____ (not exceeding age 21).

[Note: If the Employer does not wish to impose an age condition under clause (iv) as part of the requirements for the eligibility conditions waiver, leave the age blank.]

- (2) ☐ **Describe special eligibility Effective Date(s):** _____.

[Note: Under Election 14(j)(2), the Employer may describe special eligibility Effective Dates as to a Participant group and/or Contribution Type.]

- (k) ☐ **Mandatory Contribution - eligibility conditions.** If different conditions apply to Mandatory and Employee (after-tax) Contributions, to become a Participant with respect to Mandatory Contributions, an Employee must satisfy the following eligibility condition(s). (Choose (1) or (2) if applicable):

- (1) ☐ **No conditions.**
- (2) ☐ **Conditions apply.** To become a Participant with respect to Mandatory Contributions, an Employee must satisfy the following eligibility condition(s): (Choose one or more):
- ☐ Age _____
 - ☐ _____ Year(s) of Service
 - ☐ _____ months Service need not be continuous (mere passage of time).
 - ☐ **Describe eligibility conditions:** _____.

[Note: Election 14(k)(2)d. may only be used to describe different eligibility conditions in a manner consistent with the parameters set forth in the Notes following Elections 14(i).]

- (l) ☐ **Employer maintains another plan.** The Employer maintains another plan providing for elective deferrals that satisfies the universal availability requirements under Code §403(b)(12). Instead of satisfying the universal availability requirements in this plan, the eligibility conditions for the following contribution source will also apply for Elective Deferral purposes. (Choose one)

- (1) ☐ **Matching**
- (2) ☐ **Nonelective**
- (3) ☐ **Employee/Mandatory**

15. **YEAR OF SERVICE - ELIGIBILITY (2.02(A)).** (Complete (b). Choose (a) if other than 1,000 Hours of Service. Choose (c) if applicable): [Note: If the Employer under Election 14 elects a one or two Year(s) of Service condition or elects to apply a Year of Service for eligibility under any other Adoption Agreement election, the Employer should complete Election 15. The Employer should not complete Election 15 if it elects the Elapsed Time Method for eligibility.]

- (a) ☐ **Year of Service.** An Employee must complete _____ Hour(s) of Service during the relevant Eligibility Computation Period to receive credit for one Year of Service under Article 2: [Note: If left blank, the requirement is 1,000 Hours of Service.]
- (b) **Subsequent Eligibility Computation Periods.** After the Initial Eligibility Computation Period described in Section 2.02(C), the Plan measures Subsequent Eligibility Computation Periods as (Choose (1) or (2)):
- ☐ **Plan Year.** The Plan Year, beginning with the Plan Year which includes the first anniversary of the Employee's Employment Commencement Date.
 - ☐ **Anniversary Year.** The Anniversary Year, beginning with the Employee's second Anniversary Year.

[Note: To maximize delayed entry under a two Years of Service condition for Nonelective Contributions or Matching Contributions, the Employer should elect to remain on the Anniversary Year for such contributions.]

- (c) ☐ **Describe:** _____
 (e.g., Anniversary Year as to faculty and Plan Year as to other employees OR 500 Hours of Service for Matching Contributions and 1,000 Hours of Service for Nonelective Contributions.)

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16. ENTRY DATE (2.02(D)). The Entry Date means the Effective Date and (Choose one or more of (a) through (f); select (a) if applicable):

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[Note: For this Election 16, unless described otherwise in Election 16(f), Matching includes all Matching Contributions; Nonelective includes all Nonelective Contributions; Employee/Mandatory includes Mandatory Employee Contributions and Employee (after-tax) Contributions unless otherwise elected at 16(g).]

- | | (1)
All Applicable
Contributions | (2)
Matching | (3)
Nonelective | (4)
Employee/
Mandatory |
|---|--|-----------------------------|--------------------------|-------------------------------|
| (a) <input type="checkbox"/> Semi-annual. The first day of the first month and of the seventh month of the Plan Year. | <input type="checkbox"/> | OR <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (b) <input type="checkbox"/> First day of Plan Year. | <input type="checkbox"/> | OR <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (c) <input type="checkbox"/> First day of each Plan Year quarter. | <input type="checkbox"/> | OR <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (d) <input type="checkbox"/> The first day of each month. | <input type="checkbox"/> | OR <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (e) <input checked="" type="checkbox"/> Immediate. Upon Employment Commencement Date or if later, upon satisfaction of eligibility conditions. | <input checked="" type="checkbox"/> | OR <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| (f) <input type="checkbox"/> Describe: _____
(e.g., Immediate as to faculty Employees and semi-annual as to administrative staff Employees.) | | | | |

Mandatory Contribution - entry date (Choose if applicable):

- (g) ☐ **Mandatory Contribution - entry date.** If a different entry date applies to Mandatory and Employee (after-tax) Contributions, the Entry Date for Mandatory Contributions means (Choose one):
- (1) ☐ Semi-annual. The first day of the first month and of the seventh month of the Plan Year.
 - (2) ☐ First day of Plan Year.
 - (3) ☐ The first day of each month.
 - (4) ☐ Immediate. Upon Employment Commencement Date or if later, upon satisfaction of eligibility conditions.
 - (5) ☐ Describe: _____
(e.g., Immediate as to faculty Employees and semi-annual as to administrative staff Employees.)

17. PROSPECTIVE/RETROACTIVE ENTRY DATE (2.02(D)). An Eligible Employee after satisfying the eligibility conditions in Election 14 will become a Participant for all applicable contributions on the Entry Date immediately following or coincident with the date the Employee completes the eligibility conditions (if employed on that date) unless otherwise elected below (Choose one if applicable):

- (a) ☐ Immediately following the date the Employee completes the eligibility conditions.
- (b) ☐ Immediately preceding or coincident with the date the Employee completes the eligibility conditions.
- (c) ☐ Immediately preceding the date the Employee completes the eligibility conditions.
- (d) ☐ Nearest the date the Employee completes the eligibility conditions.
- (e) ☐ Describe: _____
(e.g., nearest as to faculty Employees and immediately following as to administrative staff Employees)

ARTICLE 3 PLAN CONTRIBUTIONS

AMOUNT AND TYPE(S) (3.01). The amount and type(s) of contributions for a Plan Year or other specified period are those described in Election 6 above and in the Article 3 elections below.

18. MANDATORY EMPLOYEE CONTRIBUTIONS (3.04(A)(3)). The Mandatory Employee Contributions under Election 6(a) are subject to the following additional elections. The Plan will hold and administer Mandatory Employee Contributions as pretax Nonelective Contributions.

Amount of Mandatory Employee Contribution. The Employer shall withhold the following Mandatory Employee Contributions from Participant Compensation and contribute them. (Choose (a), (b) or (c).):

- (a) ☐ Uniform %. _____% of each Participant's Compensation, per Plan Year.
- (b) ☐ Fixed dollar amount, \$_____, per Plan Year.
- (c) ☐ Describe: _____ (e.g., The greater of \$500 or 3% of each Participant's Compensation, per Plan Year. The time period is the Plan Year unless otherwise elected at (f) below.)

[Notwithstanding Section 401(e), the Plan may specify any definitely determinable Mandatory Employee Contribution formula not described under Elections 18(a) or (b) and/or the Employer may describe different Mandatory Employee Contributions as applicable to different Participant groups.]

Type of Mandatory Employee Contribution. The Mandatory Employee Contribution is being made in accordance with the following (Choose one):

- (d) ☐ **Condition of employment.** The Mandatory Employee Contribution is a condition of employment.
- (e) ☐ **Irrevocable Election.** An Eligible Employee may make, on or before first being eligible to participate under any plan of the Employer, an irrevocable election to contribute to the Plan the Mandatory Employee Contribution. (Choose one):
- (1) ☐ **Participation Condition.** No Eligible Employee will become a Participant in the Plan unless the Employee makes such an irrevocable election. This condition will not apply to Elective Deferrals to the extent it would violate the universal availability rule of Treas. Reg. §1.403(b)-5.
- (2) ☐ **Employer Contribution Condition.** No Eligible Employee will be eligible to receive an allocation of Employer Contributions in the Plan unless the Employee makes such an irrevocable election.

Additional provisions (Choose one or both of (f) and (g) if applicable)

- (f) ☐ **Time period.** Instead of the Plan Year, the time period will be per _____ (e.g., month, Hour of Service, per Participant per month).
- (g) ☐ **Describe additional conditions related to Mandatory Employee Contributions**

19. AUTOMATIC DEFERRAL (ACA/EACA) (3.02(B)). The Automatic Deferral provisions of Section 3.02(B) (Choose (a) or (b). Also see Election 20 regarding Automatic Escalation of Salary Reduction Agreements.):

[Note: The Employer should confirm that Automatic Deferral provisions are permissible under applicable law.]

- (a) ☒ **Do not apply.** The Plan is not an ACA or EACA (skip to Election 20).
- (b) ☐ **Apply.** The Automatic Deferral Effective Date is the effective date of automatic deferrals or, as appropriate, any subsequent amendment thereto. (Complete (1), (2) and (3). Complete (4) and (5) if an EACA. Choose (6) if applicable.):
- (1) **Type of Automatic Deferral Arrangement.** The Plan is an (Choose a. or b.):
- a. ☐ **ACA.** The Plan is an Automatic Contribution Arrangement (ACA) under Section 3.02(B)(1).
- b. ☐ **EACA.** The Plan is an Eligible Automatic Contribution Arrangement (EACA) under Section 3.02(B)(2).
- (2) **Participants affected.** The Automatic Deferral applies to (Choose a., b., c. or d. Choose e. if applicable.):
- a. ☐ **All Participants.** All Participants, regardless of any prior Salary Reduction Agreement, unless and until they make a Contrary Election after the Automatic Deferral Effective Date.
- b. ☐ **Election of at least Automatic Deferral Percentage.** All Participants, except those who have in effect a Salary Reduction Agreement on the Automatic Deferral Effective Date provided that the Elective Deferral amount under the Agreement is at least equal to the Automatic Deferral Percentage.
- c. ☐ **No existing Salary Reduction Agreement.** All Participants, except those who have in effect a Salary Reduction Agreement on the Automatic Deferral Effective Date regardless of the Elective Deferral amount under the Agreement.
- d. ☐ **New Participants.** Each Employee whose Entry Date is on or following the Automatic Deferral Effective Date.
- e. ☐ **Describe affected Participants:** _____

[Note: The Employer in Election 19(b)(2)e. may further describe affected Participants, e.g., non-Collective Bargaining Employees OR Campus A Employees. All Employees eligible to defer must be Covered Employees to apply the 6-month correction period without excise tax under Code §4979.]

(3) **Automatic Deferral Percentage/Scheduled increases.** (Choose a., b., c. or d.):

- a. ☐ **Fixed percentage.** The Employer, as to each Participant affected, will withhold as the Automatic Deferral Percentage, _____% from the Participant's Compensation each payroll period unless the Participant makes a Contrary Election. The Automatic Deferral Percentage will or will not increase in Plan Years following the Plan Year containing the Automatic Deferral Effective Date (or, if later, the Plan Year or partial Plan Year in which the Automatic Deferral first applies to a Participant) as follows (Choose e., f. or g.):

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- b. ☐ Increasing schedule. The Automatic Deferral Percentage will be:

<u>Plan Year of application to a Participant</u>	<u>Automatic Deferral Percentage</u>
1	3%
2	3%
3	4%
4	5%
5 and thereafter	6%

- c. ☐ Other increasing schedule. The Automatic Deferral Percentage will be:

<u>Plan Year of application to a Participant</u>	<u>Automatic Deferral Percentage</u>
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

- d. ☐ Describe Automatic Deferral percentage: _____.

If (3)a. or (3)d. selected, choose one of the following:

- e. ☐ No scheduled increase. The Automatic Deferral Percentage applies in all Plan Years.
- f. ☐ Automatic increase. The Automatic Deferral Percentage will increase by _____ % per year up to a maximum of _____ % of Compensation.
- g. ☐ Describe increase: _____.

Change Date. If Election 19(b)(3)b., c., f. or g. is selected, Elective Deferrals will increase on the following day each Plan Year:

- h. ☐ First day of the Plan Year.
- i. ☐ Other: _____ (must be a specified or definitely determinable date that occurs at least annually)

First Year of Increase. The automatic increase under Election 19(b)(3)c., f. or g. will apply to a Participant beginning with the first Change Date after the Participant first has automatic deferrals withheld, unless otherwise elected below (leave blank if not applicable):

- j. ☐ The increase will apply as of the second Change Date thereafter.
- k. ☐ Describe first year increase: _____
(e.g., the increase will apply on the Change Date occurring on or after the Participant has been automatically enrolled for 3 months).

- (4) **EACA permissible withdrawal.** The permissible withdrawal provisions of Section 3.02(B)(2)(c) (Choose a., b. or c.):

- a. ☐ Do not apply.
- b. ☐ 90 day withdrawal. Apply within 90 days of the first Automatic Deferral.
- c. ☐ 30-90 day withdrawal. Apply, within _____ days of the first Automatic Deferral (may not be less than 30 nor more than 90 days).

- (5) **Contrary Election/Covered Employee.** Any Participant who makes a Contrary Election (Choose a. or b.; leave blank if an ACA):

- a. ☐ **Covered Employee.** Is a covered employee and continues to be covered by the EACA provisions. [Note: Under this Election, the Participant's Contrary Election will remain in effect, but the Participant must receive the EACA annual notice.]
- b. ☐ **Not a Covered Employee.** Is not a Covered Employee and will not continue to be covered by the EACA provisions. [Note: Under this Election, the Participant no longer must receive the EACA annual notice.]

- (6) ☐ Describe Automatic Deferral: _____.

[Note: Under Election 19(b)(6), the Employer may describe Automatic Deferral provisions from the elections available under Election 19 and/or a combination thereof as to a Participant group (e.g., Automatic Deferrals do not apply to Campus A Employees. All Campus B Employee/Participants are subject to an Automatic Deferral Amount equal to 3% of Compensation effective as of January 1, 2017).]

20. Minutes for September 14, 2024 (3.02(G)). The Automatic Deferral provisions of Section 3.02(G). (Choose (a) or (b). See Election 19 regarding Automatic Deferrals. Automatic Escalation applies to Participants who have a Salary Reduction Agreement in effect):

(a) ☒ **Do not apply.**

(b) ☐ **Apply.** (Complete (1), (2), (3), and if appropriate (4).):

(1) **Participants affected.** The Automatic Deferral applies to (Choose a., b. or c.):

a. ☐ **All Deferring Participants.** All Participants who have a Salary Reduction Agreement in effect to defer at least _____% of Compensation.

b. ☐ **New Deferral Elections.** All Participants who file a Salary Reduction Agreement after the effective date of this Election, or, as appropriate, any amendment thereto, to defer at least _____% of Compensation.

c. ☐ **Describe affected Participants:** _____.

[Note: The Employer in Election 20(b)(1)b. may further describe affected Participants, e.g., non-Collective Bargaining Employees OR Campus A Employees. The group of Participants must be definitely determinable and if an EACA under Election 19, must be uniform.]

(2) **Automatic Increases.** (Choose a. or b.):

a. ☐ **Automatic increase.** The Participant's Elective Deferrals will increase by _____% per year up to a maximum of _____% of Compensation unless the Participant has filed a Contrary Election after the effective date of this Election or, as appropriate, any amendment thereto.

b. ☐ **Describe increase:** _____.

[Note: The Employer in Election 20(b)(2)b. may define different increases for different groups of Participants or may otherwise limit Automatic Escalation. Any such provisions must be definitely determinable.]

(3) **Change Date.** The Elective Deferrals will increase on the following day each Plan Year:

a. ☐ **First day of the Plan Year.**

b. ☐ **Other:** _____ (must be a specified or definitely determinable date that occurs at least annually)

(4) **First Year of Increase.** The automatic escalation provision will apply to a Participant beginning with the first Change Date after the Participant files a Salary Reduction Agreement (or, if sooner, the effective date of this Election, or, as appropriate, any amendment thereto), unless otherwise elected below:

a. ☐ **The escalation provision will apply as of the second Change Date thereafter.**

b. ☐ **Describe first year increase:** _____
(e.g., the increase will apply on the Change Date occurring on or after the Participant has been automatically enrolled for 3 months).

21. CATCH-UP DEFERRALS (3.02(D)/(E)). A Participant otherwise eligible to do so (Choose (a) or (b)):

(a) ☒ **Permitted.** May make the following Catch-Up Deferrals to the Plan. (Choose one or both of (1) and (2)):

(1) ☒ **Age 50 Catch-Up.**

(2) ☐ **Qualified Organization (defined in Section 3.02(D)(2)) Catch-Up.**

(b) ☐ **Not Permitted.** May not make any Catch-Up Deferrals to the Plan.

22. MATCHING CONTRIBUTIONS (3.03(A)). The Employer Matching Contributions under Election 6(c) are subject to the following additional elections regarding type (discretionary/fixed), rate/amount, limitations and time period (collectively, such elections are "the matching formula") and the allocation of Matching Contributions is subject to Section 3.06 except as otherwise provided. (Choose one or more of (a) through (h); then, for the elected match, complete (1), (2) and/or (3) as applicable. If the Employer completes (2) or (3), also complete (4), (5) or (6)):

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	(1)	(2)	(3)	(4)	(5)	(6)
	Match Rate/Amt [\$/% of Elective Deferrals]	Limit on Deferrals Matched [\$/% of Compensation]	Limit on Match Amount [\$/% of Compensation]	Apply limit(s) per Plan Year ["true-up"]	Apply limit(s) per payroll period [no "true-up"]	Apply limit(s) per designated time period [no "true-up"]
(a) <input type="checkbox"/> Discretionary - see Section 1.47(B) <i>(The Employer may, but is not required to complete (a)(1)-(6). See the "Note" following Election 22.)</i>	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input type="checkbox"/> Fixed - uniform rate/amount	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input type="checkbox"/> Fixed - tiered	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Elective Deferral %	Matching Rate				
(e.g., up to 3)	_____ %	_____ %				
(e.g., more than 3 up to 5)	_____ %	_____ %				
	_____ %	_____ %				
	_____ %	_____ %				
(d) <input type="checkbox"/> Fixed - Years of Service	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Years of Service	Matching Rate				
(e.g., up to 2)	_____	_____ %				
(e.g., more than 2 up to 5)	_____	_____ %				
	_____	_____ %				
	_____	_____ %				
"Years of Service" under this Election 22(d) means <i>(Choose a. or b.):</i>						
a. <input type="checkbox"/> Eligibility. Years of Service for eligibility in Election 15.						
b. <input type="checkbox"/> Vesting. Years of Service for vesting in Elections 37 and 38.						
(e) <input type="checkbox"/> Fixed - Based on age at end of period	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Age	Matching Rate				
	_____	_____ %				
	_____	_____ %				
	_____	_____ %				
	_____	_____ %				
(f) <input type="checkbox"/> Fixed - Job location or classification (must be objectively determinable)	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Location or Class	Matching Rate				
	_____	_____ %				
	_____	_____ %				
	_____	_____ %				
	_____	_____ %				
(g) <input type="checkbox"/> Fixed Percent of Compensation. _____% of Compensation provided the Participant's Elective Deferrals equal or exceed _____% of the Participant's Compensation.						
(h) <input type="checkbox"/> Describe: _____ (e.g., A discretionary match applies to staff members. A fixed match equal to 50% of Elective Deferrals not exceeding 6% of Plan Year Compensation applies to professors.)						

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[Nonelective Contributions. The matching rate/amount is equal to the Participant's Elective Deferrals (or such other amounts specified in this Adoption Agreement) being matched divided by the Participant's Compensation. The matching rate/amount is the specified rate/amount of match for the corresponding Elective Deferral amount/percentage. The Employer under Election 22(a) in its discretion may determine the amount of a Discretionary Matching Contribution and the matching contribution formula or formulas. Alternatively, the Employer in Election 22(a) may specify the Discretionary Matching Contribution formula.]

Additional Provisions (Choose if applicable)

Contributions that are matched. Matching Contributions are made only with respect to Elective Deferrals (includes Pre-Tax and Roth Elective Deferrals) unless otherwise elected below. (Choose if applicable):

(i) ☐ Matching contributions will only be made with respect to the following (Choose one or more):

(1) ☐ Pre-Tax Elective Deferrals.

(2) ☐ Roth Elective Deferrals.

(3) ☐ Employee (after-tax) Contributions.

(4) ☐ Elective Deferrals made to the following plan: _____ (enter name of plan).

(5) ☐ Describe: _____

Participating Employers. The Matching Contributions will be allocated to all Participants regardless of which Employer directly employs them and regardless of whether their direct Employer made Matching Contributions for the Plan Year unless otherwise elected below or specified in a participation agreement. (Choose if applicable):

(j) ☐ The Plan Administrator will allocate the Matching Contributions made by the Signatory Employer and by any Participating Employer only to the Participants directly employed by the contributing Employer.

23. **MATCHING CATCH-UP DEFERRALS (3.03(B)).** If a Participant makes an Age 50 Catch-Up or a Qualified Organization Catch-Up (15-year catch-up), the Employer (Choose (a), (b) or (c) as appropriate, selecting the relevant Catch-Up Deferrals):

	Age 50 Catch-Ups	Qualified Organization Catch-Ups
(a) <input type="checkbox"/> Match. Will match the Catch-Up Deferrals.	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input type="checkbox"/> No Match. Will not match the Catch-Up Deferrals.	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input type="checkbox"/> Describe: _____ (e.g., Will apply the discretionary matching contribution to Catch-Up Deferrals but will not apply the fixed matching contribution to catch-up deferrals)		

24. [Reserved]

25. **NONELECTIVE CONTRIBUTIONS (TYPE/AMOUNT): (3.04(A)).** The Employer Nonelective Contributions under Election 6(d) are subject to the following additional elections as to type and amount. All Nonelective Contributions, other than those described in (f), are limited to Participants who have Compensation (and may be further limited as described elsewhere in the Plan or this Adoption Agreement. (Choose one or more of (a) through (d) as applicable.):

(a) ☒ **Discretionary.** An amount the Employer in its sole discretion may determine.

(b) ☐ **Fixed.** (Choose one or more of (1) through (8). Reference to Participants are limited to Participants eligible to receive an allocation of Nonelective Contributions.):

(1) ☐ **Uniform %.** _____% of each Participant's Compensation, per _____ (e.g., Plan Year, month).

(2) ☐ **Fixed dollar amount.** \$_____, per _____ (e.g., Plan Year, month, Hour of Service, per Participant per month).

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- (3) ☐ **Age-Graded.** The following percentage of each Participant's Compensation based on the Participant's age on the last day of the Plan Year.

Age	Contribution Percentage
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

- (4) ☐ **Service-Graded.** The following percentage of each Participant's Compensation based on the Participant's Years of Service.

Years of Service	Contribution Percentage
(e.g., up to 2) _____	_____ %
(e.g., more than 2 up to 5) _____	_____ %
_____	_____ %
_____	_____ %

"Years of Service" under this Election 25(b)(4) means *(Choose i. or ii.)*:

- i. ☐ **Eligibility.** Years of Service for eligibility in Election 15.
 - ii. ☐ **Vesting.** Years of Service for vesting in Elections 37 and 38.
- (5) ☐ **Job Classification or Business Location.** The following percentage of each Participant's Compensation based on the Participant's job classification (must be objectively determinable) or business location.

Job Classification or Business Location	Contribution Percentage
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

- (6) ☐ **Contract Incorporation.** Contributions will be made pursuant to the terms of a collective bargaining agreement or other written document relating to the Employees of the Employer. The relevant portions of the agreement or document will be attached hereto as an appendix to the Adoption Agreement and are incorporated herein by this reference.
- (7) ☐ **Unused accumulated leave conversion.** The Employer will contribute an amount equal to an Employee's current hourly rate of pay multiplied by the Participant's number of unused accumulated leave (as selected below). Only unpaid accumulated leave for which the Employee has no right to receive in cash may be included.

Conversion. The following types of unused accumulated leave may be converted under the Plan *(choose one or all that apply)*:

- a. ☐ Sick leave
- b. ☐ Vacation leave
- c. ☐ Personal leave

Eligible Employees. Only the following Participants shall receive the Employer contribution for unused accumulated leave *(choose d. and/or e.; leave blank if no limitations; provided, however, that this Plan may not be used to only provide benefits for terminated Employees)*:

- d. ☐ **Former Employees.** All Employees terminating service with the Employer during the Plan Year and who have satisfied the eligibility requirements based on the terms of the Employer's accumulated benefits plans checked below *(choose all that apply; leave blank if no exclusions)*:
 - i. ☐ The Former Employee must be at least age _____ (e.g., 55)
 - ii. ☐ The value of the unused accumulated leave must be at least \$ _____ (e.g., \$2,000)
 - iii. ☐ A contribution will only be made if the total hours is over _____ (e.g., 10) hours
 - iv. ☐ A contribution will not be made for hours in excess of _____ (e.g., 40) hours
- e. ☐ **Active Employees.** Employees who have not terminated service during the Plan Year and who meet the following requirements *(select all that apply; leave blank if no exclusions)*:
 - i. ☐ The Employee must be at least age _____ (e.g., 55)
 - ii. ☐ The value of the unused accumulated leave must be at least \$ _____ (e.g., \$2,000)
 - iii. ☐ A contribution will only be made if the total hours are over _____ (e.g., 10) hours

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iv. [] A contribution will not be made for hours in excess of ____ (e.g., 40) hours

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- (8) [] Describe: _____
 (e.g., The greater of \$500 or 3% of each Participant's Compensation, per Plan Year. Specify time period, e.g., per Plan Year quarter. If not specified, the time period is the Plan Year.)

[Note: The Employer under Election 25(b)(8) may specify any Fixed Nonelective Contribution formula not described under Elections 25(b)(1) through (7) (e.g., For each Plan Year, 2% of total compensation), and/or the Employer may describe different Fixed Nonelective Contributions as applicable to different Participant groups (e.g., A Fixed Nonelective Contribution equal to 5% of Plan Year Compensation applies to Campus A Participants and a Fixed Nonelective Contribution equal to \$500 per Participant each Plan Year applies to Campus B Participants).]

- (c) [X] **Contribution for Deemed Disability Compensation (1.11(K)).** Include Deemed Disability Compensation. The Employer will make Nonelective Contributions for the disabled Participants defined below, based on their Deemed Disability Compensation for the following period period during which benefits are paid under long-term disability policy issued by TIAA-CREF. (Specify a fixed or determinable period. Choose (1) or (2)):

- (1) [] **NHCEs only.** Apply only to disabled NHCEs.
 (2) [X] **All Participants.** Apply to all disabled Participants.

The contribution for such Participants shall be:

- (3) [] **Amount set forth in (a), (b) and (d).** The disabled Participants shall share in the contributions set forth in (a), (b) and (d).
 (4) [X] **Describe:** Amount set forth in long-term disability policy issued by TIAA-CREF. (must be definitely determinable (e.g., amount set forth in long-term disability policy).

- (d) [] **Describe:** _____.

[Note: Under Election 25(d), the Employer may describe the amount and type of Nonelective Contributions from the elections available under Election 25 and/or a combination thereof as to a Participant group (e.g., A Discretionary Nonelective Contribution applies to Campus A Employees. A Fixed Nonelective Contribution equal to 5% of Plan Year Compensation applies to Campus B Employees).]

Additional Provisions (Choose if applicable)

- (e) [] **Former Employees.** The Employer will make Nonelective Contributions on behalf of former Employees in accordance with the following elections (Choose (1), (2) or (3)):

- (1) [] **Discretionary.** The Employer may contribute an amount the Employer in its sole discretion may determine with regard to one or more former Employees, to be allocated and administered as described more fully in Section 3.04(D).
 (2) [] **Percent of Deemed Includible Compensation.** The Employer will contribute ____ % of each Participant's Includible Compensation each Plan Year commencing with the Plan Year in which the Participant has Separated from Service and then for the next ____ calendar years (not to exceed 5 calendar years) following the Plan Year in which the Participant Separated from Service.
 (3) [] **Describe:** _____.

[Note: The Employer under Election 25(e)(3) may specify any definitely determinable contribution or allocation formula. No former Employee will be eligible to receive such an allocation for a calendar year beginning more than 5 years after the Employee Separated from Service.]

Eligible Former Employees. Such contributions will be made with respect to the following Participants (Choose (4) or (5)):

- (4) [] **All Former Employees.**
 (5) [] **The following Former Employees (Choose one or more of a. through e.):**
 a. [] **Union Employees.** Collectively bargained employees who participate in the following unions: _____.
 b. [] **Non-Union Employees.** Employees whose employment is not governed by a collective bargaining agreement between the Employer and employee representatives.
 c. [] **School superintendent.**
 d. [] **School principals.**
 e. [] **Describe inclusion:** _____.
 (e.g., include administration Employees). [Note: Must be definitely determinable.]

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26. **NONELECTIVE CONTRIBUTION ALLOCATION (3.04(B))**. The Plan Administrator, subject to Section 3.04(B)(1), shall allocate to each Participant any Nonelective Contribution under the following contribution allocation formula (Choose one or more of (a) through (g) as applicable.):

- (a) ☐ **Pro rata**. As a uniform percentage of Participant Compensation.
- (b) ☐ **Permitted disparity (Integrated)**. In accordance with the permitted disparity allocation provisions of Section 3.04(B)(2), under which the "Excess Compensation" means Compensation in excess of the integration level provided below (Choose (1) or (2)):
- (1) ☐ **Percentage amount**. _____% (not exceeding 100%) of the Taxable Wage Base in effect on the first day of the Plan Year, rounded to the next highest \$_____ (not exceeding the Taxable Wage Base).
- (2) ☐ **Dollar amount**. The following amount: \$_____ (not exceeding the Taxable Wage Base in effect on the first day of the Plan Year).
- (c) ☐ **Incorporation of contribution formula**. The Plan Administrator will allocate any Fixed Nonelective Contribution under Election 25(b) or Mandatory Employee Contributions under Election 18 in accordance with the contribution formula the Employer adopts under that Election.
- (d) ☒ **Classifications of Participants**. In accordance with the classifications allocation provisions of Section 3.04(B)(3). (Complete (1) and (2).):
- (1) **Description of the classifications**. The classifications are (Choose a. or b.):
- a. ☒ **Each in own classification**. Each Participant constitutes a separate classification.
- b. ☐ **Describe the classifications**: _____

[Note: Any classifications under Election 26(d) must be clearly defined in a manner that will not violate the definite predetermined allocation requirement of Treas. Reg. §1.401-1(b)(1)(ii) and can only be changed through a Plan amendment. The Employer must advise the Plan Administrator or Vendor in writing as to the allocation rate applicable to each Participant under Election 26(d)(1)a. or applicable to each classification under Elections 26(d)(1)b. for the allocation Plan Year.]

- (2) **Allocation method within each classification**. Allocate the Nonelective Contribution within each classification as follows (Choose a., b. or c.):
- a. ☐ **Pro rata**. As a uniform percentage of Compensation of each Participant within the classification.
- b. ☒ **Flat dollar**. The same dollar amount to each Participant within the classification.
- c. ☐ **Describe**: _____
(e.g., Allocate pro rata to group A and flat dollar to group B.)
- (e) ☐ **Age-based**. In accordance with the age-based allocation provisions of Section 3.04(B)(4). The Plan Administrator will use the Actuarial Factors based on the following assumptions (Complete both (1) and (2).):
- (1) **Interest rate**. (Choose a., b. or c.):
- a. ☐ 7.5% b. ☐ 8.0% c. ☐ 8.5%
- (2) **Mortality table**. (Choose a. or b.):
- a. ☐ **UP-I984**. See Appendix C.
- b. ☐ **Alternative**: _____
(Specify 1983 GAM, 1983 IAM, 1971 GAM or 1971 IAM and attach applicable tables using such mortality table and the specified interest rate as replacement Appendix C.)

Participating Employers. The Nonelective Contributions will be allocated to all Participants regardless of which Employer directly employs them and regardless of whether their direct Employer made Nonelective Contributions for the Plan Year unless otherwise elected below or specified in a participation agreement. (Choose if applicable):

- (f) ☒ The Plan Administrator will allocate the Nonelective Contributions made by the Signatory Employer and by any Participating Employer only to the Participants directly employed by the contributing Employer.

[Note: If the Employer elects 26(f), the Employer should also elect 10(l)(b), to disregard the Compensation paid by "Y" Participating Employer in determining the allocation of the "X" Participating Employer contribution to a Participant (and vice versa) who receives Compensation from both X and Y.]

- (g) ☐ **Describe**: _____
(e.g., Pro rata as to Campus A Participants and Permitted Disparity (two-tiered at 100% of the SSTWB) as to Campus B Participants.)

27. [Reserved]

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ALLOCATION CONDITIONS (3.06(B)/(C)). The Plan does not apply any allocation conditions to: (1) Eligible Deferrals; (2) Mandatory Employee Contributions; (3) Employee (after-tax) Contributions; or (4) Rollover Contributions. To Page 19 of 40
 Matching Contributions, Nonelective Contributions or Participant forfeitures, a Participant must satisfy the following allocation condition(s) (Choose (a) or (b). Choose (c) if applicable.):

- (a) ☒ **No conditions.** No allocation conditions apply to Matching Contributions, to Nonelective Contributions or to forfeitures.
- (b) ☐ **Conditions.** The following allocation conditions apply to the designated Contribution Type and/or forfeitures (Choose one or more of (1) through (7). Choose Contribution Type as applicable.):

[Note: For this Election 28, except as the Employer describes otherwise in Election 28(b)(7), Matching includes all Matching Contributions and Nonelective includes all Nonelective Contributions to which allocation conditions may apply.]

	(1) Matching, Nonelective and Forfeitures		(2) Matching	(3) Nonelective	(4) Forfeitures
(1) <input type="checkbox"/> None.	N/A (See Election 28(a))		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) <input type="checkbox"/> 501 Hours of Service/terminees (91 consecutive days if Elapsed Time). See Section 3.06(B)(1)(b).	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) <input type="checkbox"/> Last day of the Plan Year.	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) <input type="checkbox"/> Last day of the Election 28(c) time period.	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) <input type="checkbox"/> 1,000 Hours of Service in the Plan Year (182 consecutive days in Plan Year if Elapsed Time).	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(6) <input type="checkbox"/> Hours of Service within the Election 28(c) time period, (specify Hours of Service at contribution type but not exceeding 1,000 Hours of Service in a Plan Year).	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(7) <input type="checkbox"/> Describe conditions: _____ (e.g., Last day of the Plan Year as to Nonelective Contributions for Participating Employer "A" Participants. No allocation conditions for Participating Employer "B" Participants.)					
(c) <input type="checkbox"/> Time period. Under Section 3.06(C), apply Elections 28(b)(4), (b)(6) or (b)(7) to the specified contributions/forfeitures based on each (Choose one or more of (1) through (5). Choose Contribution Type as applicable.):					
(1) <input type="checkbox"/> Plan Year.	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) <input type="checkbox"/> Plan Year quarter.	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) <input type="checkbox"/> Calendar month.	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) <input type="checkbox"/> Payroll period.	<input type="checkbox"/> OR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) <input type="checkbox"/> Describe time period: _____					

[Note: If the Employer elects 28(b)(4) or (b)(6), the Employer must choose (c). If the Employer elects 28(b)(7), choose (c) if applicable.]

29. ALLOCATION CONDITIONS - APPLICATION/WAIVER (3.06(D)/(F)). Under Section 3.06(D), in the event of Severance from Employment as described below, apply or do not apply Election 28(b) allocation conditions to the specified contributions/forfeitures as follows (If the Employer elects 28(b), the Employer must complete Election 29. Choose (a) or (b).):

[Note: For this Election 29, except as the Employer describes otherwise in Election 28(b)(7), Matching includes all Matching Contributions and Nonelective includes all Nonelective Contributions to which allocation conditions may apply.]

- (a) ☐ **Total waiver or application.** If a Participant incurs a Severance from Employment on account of or following death, Disability or attainment of Normal Retirement Age or Early Retirement Age (Choose (1) or (2).):

- (1) ☐ **Do not apply allocation conditions.** Do not apply elected allocation conditions to Matching Contributions, to Nonelective Contributions or to forfeitures.
- (2) ☐ **Apply allocation conditions.** Apply elected allocation conditions to Matching Contributions, to Nonelective Contributions and to forfeitures.

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- (b) ☐ Application/waiver as to Contribution Types events. If a Participant incurs a Severance from Employment, apply allocation conditions *except* such conditions are waived if Severance from Employment is on account of or following death, Disability or attainment of Normal Retirement Age or Early Retirement Age as specified, and as applied to the specified Contribution Types/forfeitures (Choose one or more of (1) through (4). Choose Contribution Type as applicable.):

	(1) Matching, Nonelective and Forfeitures		(2) Matching	(3) Nonelective	(4) Forfeitures
(1) <input type="checkbox"/> Death.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) <input type="checkbox"/> Disability.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) <input type="checkbox"/> Normal Retirement Age.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) <input type="checkbox"/> Early Retirement Age.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

30. **FORFEITURE ALLOCATION METHOD (3.07).** [Note: Even if the Employer elects immediate vesting, the Employer should complete Election 30. See Section 7.07.] The Plan Administrator will allocate a Participant forfeiture attributable to all Contribution Types or attributable to all Nonelective Contributions or to all Matching Contributions as follows (Choose one or more of (a) through (g) and choose Contribution Type as applicable. Choose (f) only in conjunction with at least one other election.):

	(1) All Forfeitures		(2) Nonelective Forfeitures	(3) Matching Forfeitures
(a) <input type="checkbox"/> Additional Nonelective. Allocate as additional Discretionary Nonelective Contribution.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(b) <input type="checkbox"/> Additional Match. Allocate as additional Discretionary Matching Contribution.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(c) <input checked="" type="checkbox"/> Reduce Nonelective. Apply to Nonelective Contribution.	<input checked="" type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(d) <input type="checkbox"/> Reduce Match. Apply to Matching Contribution.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(e) <input type="checkbox"/> Pro rata. Allocate pro-rata based on Compensation.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(f) <input checked="" type="checkbox"/> Plan expenses. Pay reasonable Plan expenses. (See Section 7.04(C).)	<input checked="" type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(g) <input type="checkbox"/> Describe: _____ (e.g., Forfeitures attributable to transferred balances from Plan X are allocated only to former Plan X participants.)				

31. **IN-PLAN ROTH ROLLOVER CONTRIBUTION (3.08(E)).** The following provisions apply regarding In-Plan Roth Rollover Contributions (Choose (a) or (b); also see Election (d)(1) in Appendix B; leave blank if Election 6(b)(1) is not selected.):

- (a) ☒ Not Applicable. The Plan does not permit In-Plan Roth Rollover Contributions.
- (b) ☐ Applies. The Plan permits In-Plan Roth Rollover Contributions to the extent permitted by the Investment Arrangement Documentation with regard to the following amounts. (Choose one or both of (1) and (2).)
- (1) ☐ Otherwise distributable amounts. This provision is effective the later of September 28, 2010, the Plan or Restatement Effective Date, or _____ (enter later effective date if applicable).
- (2) ☐ Otherwise nondistributable amounts. This provision is effective the later of January 1, 2013, the Plan or Restatement Effective Date, or _____ (enter later effective date if applicable).

32. **EMPLOYEE (AFTER-TAX) CONTRIBUTIONS (3.09).** The following additional elections apply to Employee Contributions under Election 6(e). (Choose (a) if applicable.):

- (a) ☐ Additional limitations. The Plan permits Employee Contributions subject to the following limitations, if any, in addition to those already imposed under the Plan: _____

ARTICLE 4 LIMITATIONS AND TESTING

33. [Reserved]

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ARTICLE 5
VESTING REQUIREMENTS

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34. RETIREMENT AGE (5.01).

NORMAL RETIREMENT AGE. A Participant attains Normal Retirement Age under the Plan and becomes fully Vested on the following date (Choose one):

- (a) ☒ **Specific age.** The date the Participant attains age 65.
- (b) ☐ **Age/participation.** The later of the date the Participant attains age _____ or the _____ anniversary of the first day of the Plan Year in which the Participant commenced participation in the Plan.
- (c) ☐ **Sum of age plus service.** The date the Participant's age plus service equal _____.
- (d) ☐ **Describe:** _____
(For example, the later of the date the Participant attains age 65 or the date the Participant is credited with 10 Years of Service)

EARLY RETIREMENT AGE. (Choose (e), (f) or (g)):

- (e) ☒ **Not applicable.** The Plan does not provide for an Early Retirement Age.
- (f) ☐ **Early Retirement Age.** Early Retirement Age is the later of: (i) the date a Participant attains age _____; (ii) the date a Participant reaches the _____ anniversary of the first day of the Plan Year in which the Participant commenced participation in the Plan; or (iii) the date a Participant completes _____ Years of Service.

[Note: The Employer should leave blank any of clauses (i), (ii) and (iii) which are not applicable.]

If (f)(iii) is selected, "Years of Service" under this Election means (Choose (1) or (2)):

- (1) ☐ **Eligibility.** Years of Service for eligibility in Election 15.
- (2) ☐ **Vesting.** Years of Service for vesting in Elections 37 and 38.

- (g) ☐ **Describe:** _____.

[Note: Election of an Early Retirement Age does not affect the time at which a Participant may receive a Plan distribution.]

35. ACCELERATION ON DEATH, DISABILITY OR ATTAINMENT OF RETIREMENT AGE (5.01 and 5.02). If selected below, then irrespective of any vesting schedule selected at Election 36, a Participant will be fully vested if the Participant incurs a Severance from Employment as a result of death or Disability or is employed on or after attainment of Early Retirement Age (Choose one or more; leave blank if none apply or if the Plan provides full vesting for all Participants):

- (a) ☒ **Death.**
- (b) ☒ **Disability.**
- (c) ☐ **Early Retirement Age.**

36. VESTING SCHEDULE (5.03). A Participant has a 100% Vested interest at all times in Accounts attributable to Elective Deferrals, Mandatory Employee Contributions, Employee (after-tax) Contributions, Nonelective Contributions to former Employees under Section 3.04(D), and Rollover Contributions. The following vesting schedules apply to Matching Contributions and to Nonelective Contributions (Choose (a) or (b). Choose (c) if applicable.):

- (a) ☒ **Immediate vesting.** 100% Vested at all times in all Accounts.

[Note: The Employer should elect 36(b) if any Contribution Type is subject to a vesting schedule. If the Employer elects immediate vesting under 36(a), the Employer should not complete the balance of Election 36 or Elections 37 and 38, except as noted therein.]

- (b) ☐ **Vesting schedules:** Apply the following vesting schedules (Choose one or more of (1) through (4)):

	(1) All Contributions		(2) Nonelective	(3) Matching
(1) <input type="checkbox"/> Immediate vesting.	N/A		<input type="checkbox"/>	<input type="checkbox"/>
(2) <input type="checkbox"/> 6-year graded.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>
(3) <input type="checkbox"/> 3-year cliff.	<input type="checkbox"/>	OR	<input type="checkbox"/>	<input type="checkbox"/>

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(4) ☐ Modified Schedule.☐

OR

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<u>Years of Service</u>	<u>Vested %</u>
—	— %
—	— %
—	— %
—	— %
—	— %
— or more	100 %

[Note: The vesting schedule must be at least as rapidly as a 15-year cliff (or a 20-year cliff for a group of employees limited to qualified public safety employees defined in Code §72(t)(10)(B)) or a 5 to 20 year graded vesting schedule.]

(c) ☐ Special vesting provisions: _____

[Note: Any special vesting provision specified under Election 36(c) must be definitely determinable. The vesting schedule must be at least as rapidly as a 15-year cliff (or a 20-year cliff for a group of employees limited to qualified public safety employees defined in Code §72(t)(10)(B)) or a 5 to 20 year graded vesting schedule.]

37. YEAR OF SERVICE - VESTING (5.05). (Complete (b). Choose (a) if other than 1,000 Hours of Service.): [Note: If the Employer elects the Elapsed Time Method or elects immediate vesting, the Employer should not complete Election 37 and 38 unless it elects to apply a Year of Service for vesting under Election 22(d), 25(b)(4) or Election 34(f)(2).]

(a) ☐ Year of Service. An Employee must complete at least _____ Hours of Service during a Vesting Computation Period to receive credit for a Year of Service under Article 5. [Note: If left blank, the requirement is 1,000.]

(b) Vesting Computation Period. The Plan measures a Year of Service based on the following 12-consecutive month period: (Choose (1) or (2)):

(1) ☐ Plan Year.

(2) ☐ Anniversary Year.

38. EXCLUDED YEARS OF SERVICE - VESTING (5.05(C)). The Plan excludes the following Years of Service for purposes of vesting (Choose one or more of (a) through (e) if applicable):

(a) ☐ Age 18. Any Year of Service before the Year of Service during which the Participant attained the age of 18.

(b) ☐ Prior to Plan establishment. Any Year of Service during the period the Employer did not maintain this Plan or a predecessor plan.

(c) ☐ Parity Break in Service. Any Year of Service excluded under the rule of parity. See Section 5.06(C).

(d) ☐ Prior Plan terms. Any Year of Service disregarded under the terms of the Plan as in effect prior to this restated Plan.

(e) ☐ Other exclusions: _____

[Note: Any exclusion specified under Election 38(e) must be definitely determinable.]

ARTICLE 6 DISTRIBUTION OF ACCOUNT BALANCE

39. POST-SEVERANCE DISTRIBUTIONS. The provisions in this Election 39 apply to distributions to Participants following Severance from Employment. (Complete (a), (b) and (c). Choose (d) and (e) if applicable.)

(a) Mandatory Distribution (6.01(F)/6.08(D)). The Plan provides or does not provide for Mandatory Distribution of a Participant's Vested Account Balance following Severance from Employment, as follows (Choose (1) or (2)):

(1) ☐ No Mandatory Distribution. The Plan will not make a Mandatory Distribution (i.e., Participant consent is required for all distributions) following Severance from Employment.

(2) ☒ Mandatory Distribution. The Plan will make a Mandatory Distribution following Severance from Employment to the extent permitted by the Investment Arrangement Documentation.

Amount limit. The Mandatory Distribution maximum amount is equal to (Choose a., b. or c.; Choose d. if applicable):

a. ☒ \$5,000.

b. ☐ \$1,000.

c. ☐ Specify amount: \$_____.

[Note: This election only applies to the Mandatory Distribution maximum amount. For other Plan provisions subject to a \$5,000 limit, see Election (g)(6) in Appendix B.]

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Automatic IRA rollover. With respect to Mandatory Distributions of amounts that are \$1,000 or less, if a Participant makes no election, the amount will be distributed to the Participant unless otherwise elected below.

- d. ☐ If a Participant makes no election, then the amount will be automatically rolled over to an IRA provided the amount is at least \$_____. (Specify an amount greater than \$0 and less than \$1,000.)

Application of Rollovers to amount limit. In determining whether a Participant's Vested Account Balance exceeds the Mandatory Distribution dollar limit in Election 39(a)(2), the Plan (Choose e. or f.):

- e. ☒ Disregards Rollover Contribution Account.

- f. ☐ Includes Rollover Contribution Account.

- (b) **Default Distribution Methods (6.03).** If the Investment Arrangement Documentation does not specify the distribution which would apply, the following distribution methods are available for a Participant, subject to any limitations in the Plan or the Investment Arrangement Documentation. (Choose one or more of (1) through (6)):

- (1) ☒ **Lump-Sum.**

- (2) ☐ **Installments only if Participant subject to lifetime RMDs.** A Participant who is required to receive lifetime RMDs may receive installments payable in monthly, quarterly or annual installments equal to or exceeding the annual RMD amount.

- (3) ☒ **Installments.**

- (4) ☐ **Annuity.** Distribution of an Annuity Contract that the Vendor provides or purchases with the Participant's Vested Account Balance.

- (5) ☒ **Ad-Hoc distributions.**

- (6) ☐ **Describe distribution method(s):** _____

[Note: The Employer under Election 39(b)(6) may describe Severance from Employment distribution methods from the elections available under Election 39(b) and/or a combination thereof as to any: (i) Participant group (e.g., Division A Employee Accounts are distributable in a Lump-Sum OR Accounts of Employees hired after "x" date are distributable in a Lump-Sum. Division B Employee Accounts are distributable in a Lump-Sum or in Installments OR Accounts of Employees hired on/before "x" date are distributable in a Lump-Sum or in Installments.); (ii) Contribution Type (e.g., Discretionary Nonelective Contribution Accounts are distributable in a Lump-Sum. Fixed Nonelective Contribution Accounts are distributable in a Lump-Sum or in Installments); and/or (iii) merged plan account now held in the Plan (e.g., The accounts from the X plan merged into this Plan continue to be distributable in accordance with the X plan terms [supply terms] and not in accordance with the terms of this Plan). An Employer's election under Election 39(b)(6) must: (i) be objectively determinable and (ii) not be subject to Employer or Plan Administrator discretion.]

- (c) **Limitations on Distribution Methods (6.03).** An Investment Arrangement may distribute to a Participant (Choose (1) or (2) below):

- (1) ☐ Under any distribution method available under the Investment Arrangement Documentation.

- (2) ☒ Only under those distribution methods selected in Election 39(b) which are available under the Investment Arrangement Documentation.

- (d) ☐ **Delay of Distribution (6.01(B)).** Except as otherwise provided in the Plan (such as Mandatory Distributions and RMDs), distribution to a Participant who has incurred a Severance from Employment will not commence prior to (Choose (1) or (2)):

- (1) ☐ Attainment of age _____.

- (2) ☐ Describe: _____

[Note: An Employer's election under Election 39(d) must: (i) be objectively determinable and (ii) not be subject to Employer or Plan Administrator discretion.]

- (e) ☐ **Acceleration.** Notwithstanding any later specified distribution date in this election, a Participant may elect an earlier distribution following Severance from Employment (Choose one or both of (1) and/or (2)):

- (1) ☐ **Disability.** If Severance from Employment is on account of Disability or if the Participant incurs a Disability following Severance from Employment.

- (2) ☐ **Hardship.** If the Participant incurs a hardship under Section 6.07(C) following Severance from Employment.

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40. **IN-SERVICE DISTRIBUTIONS/EVENTS (6.01(D)).** A Participant may elect an In-Service Distribution or Rollover Contribution from any of the following Contribution Type Accounts based on any of the following events in accordance with Section 6.01(D) (Choose (a) OR (b).):

[Note: If the Employer elects any In-Service Distribution option, a Participant may elect to receive as many In-Service Distributions per Plan Year (with a minimum of one per Plan Year) as the Plan Administrator's In-Service Distribution form or policy may permit. If the form or policy is silent, the number of In-Service Distributions is not limited.]

- (a) ☐ **None.** The Plan does not permit any In-Service Distributions except as to RMDs under Section 6.02. Also see Section 6.01(D)(5) with regard to Rollover Contributions, and Employee Contributions.
- (b) ☒ **Permitted.** In-Service Distributions are permitted as follows from the designated Contribution Type Accounts (Choose one or more of (1) through (9).):

[Note: Unless the Employer elects otherwise in Election (b)(9) below, Elective Deferrals under Election 40(b) includes Pre-Tax and Roth Deferrals; Elections under columns (3) and (4) apply to Employer contributions held in annuity contracts; Elections under column (5) apply to Employer contributions in Custodial Accounts.]

		(1) All Contrib.	(2) Elective Deferrals	(3) Matching Contrib.	(4) Nonelective/ Mandatory	(5) Custodial Account
(1)	<input type="checkbox"/> None. Except for Election 40(a) exceptions.	N/A (See Election 40(a))	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2)	<input checked="" type="checkbox"/> Age (Choose one or more of a. through d.)					
a.	<input checked="" type="checkbox"/> Age 59 1/2 (must be at least 59 1/2).	<input type="checkbox"/> OR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b.	<input type="checkbox"/> Age ____ (may be less than 59 1/2).	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A
c.	<input type="checkbox"/> Age and participation. The Participant must have attained age ____ and completed ____ years of Plan participation or ____ Years of Service for purposes of vesting. (Fill in whichever blank applies.)	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d.	<input type="checkbox"/> Upon attaining Normal Retirement Age (Normal Retirement Age must be at least 59 1/2)	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3)	<input checked="" type="checkbox"/> Hardship	N/A	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	N/A
(4)	<input type="checkbox"/> Disability.	<input type="checkbox"/> OR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5)	<input type="checkbox"/> ____ year contributions. (specify minimum of two years)	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A
(6)	<input type="checkbox"/> ____ months of participation. (specify minimum of 60 months)	N/A	N/A	<input type="checkbox"/>	<input type="checkbox"/>	N/A
(7)	<input type="checkbox"/> Qualified Reservist Distribution. See Section 6.01(D)(10).	N/A	<input type="checkbox"/>	N/A	N/A	N/A

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Distribution.

See Section 6.11.

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(9) [] Describe: _____.

[Note: The Employer under Election 40(b)(9) may describe In-Service Distribution provisions from the elections available under Election 40 and/or a combination thereof as to any: (i) Participant group (e.g., Division A Employee Accounts are distributable at age 59 1/2 OR Accounts of Employees hired on/before "x" date are distributable at age 59 1/2. No In-Service Distributions apply to Division B Employees OR to Employees hired after "x" date.); (ii) Contribution Type (e.g., Discretionary Nonelective Contribution Accounts are distributable on Disability. Fixed Nonelective Contribution Accounts are distributable on Disability or Hardship (non-safe harbor)); and/or (iii) merged plan account now held in the Plan (e.g., The accounts from the X plan merged into this Plan continue to be distributable in accordance with the X plan terms [supply terms] and not in accordance with the terms of this Plan). An Employer's election under Election 40(b)(9) must: (i) be objectively determinable; (ii) not be subject to Employer discretion; and (iii) not permit an "early" distribution of any Restricted 403(b) Accounts. See Sections 6.02(E) and 9.02(C)(3).]

41. **IN-SERVICE DISTRIBUTIONS/ADDITIONAL CONDITIONS (6.01(D)).** The following additional conditions apply to In-Service Distributions under Election 40(b) (Choose (a), (b), (c), (d) and/or (e) if applicable.):

(a) [X] **100% vesting required for accounts that are subject to a vesting schedule.** A Participant may not receive an In-Service Distribution unless the Participant is 100% Vested in the distributing Account. This restriction applies to (Choose one or more of (1) or (2)):

(1) [X] **Hardship distributions.** Distributions based on hardship.

(2) [X] **Other In-Service.** In-Service distributions other than distributions based on hardship.

(b) [] **Minimum amount.** A Participant may not receive an In-Service Distribution in an amount which is less than: \$_____ (specify amount).

(c) [] **Qualified Roth distribution.** A distribution from a Participant's Roth Deferral Account may only be made if the distribution is a qualified distribution within the meaning of Code §402A(2)(d).

(d) [] **No hardship distribution from Roth Account.** If hardship distributions are permitted from Elective Deferrals, only Pre-Tax Elective Deferrals may be distributed.

(e) [] **Describe other conditions:** _____.

[Note: An Employer's election under Election 41(e) must: (i) be objectively determinable; (ii) not be subject to Employer discretion; and (iii) not permit an "early" distribution of any Restricted 403(b) Accounts. See Section 6.02(E).]

42. **JOINT AND SURVIVOR ANNUITY REQUIREMENTS (6.04).** The joint and survivor annuity distribution requirements of Section 6.04 do not apply unless otherwise elected below (Choose (a) only if the Employer wishes to follow the Joint and survivor annuities rules to which the plan would otherwise not be subject.):

(a) [] **Joint and survivor annuity applicable.** Section 6.04 applies to all Participants (if selected, then annuities are a form of distribution under the Plan even if 39(b)(4) is not selected):

One-year marriage rule. Under Section 6.04(H) (Choose (1) or (2)):

(1) [] **Applies.** The one-year marriage rule applies.

(2) [] **Does not apply.** The one-year marriage rule does not apply.

ARTICLE 7 ADMINISTRATIVE PROVISIONS

43. **PLAN LOANS (7.06).** The Employer makes the following elections regarding Plan Loans (Choose (a) or (b).):

(a) [] **No Loans.** Plan loans are not permitted.

(b) [X] **Loans allowed.** Plan loans are permitted subject to limitations of the Investment Arrangement Documentation.

44. **ROLLOVER CONTRIBUTIONS (3.08, 7.04(A)(1)).** The Employer makes the following elections regarding rollover contributions, other than in-plan Roth rollovers (Choose (a) or (b).):

(a) [] **No Rollover.** Rollover Contributions are not permitted into the Plan.

(b) [X] **Rollovers allowed.** The Plan Administrator may accept Rollover Contributions into the Plan subject to Investment Arrangement Documentation, and Plan terms and policies.

**ARTICLE 10
MULTIPLE EMPLOYER PLAN**

45. **MULTIPLE EMPLOYER PLAN (10.01/10.02/10.03).** The Employer makes the following elections regarding the Plan's Multiple Employer Plan status and the application of Article 10 (*Choose (a) or (b).*):

- (a) ☐ **Not applicable.** The Plan is not a Multiple Employer Plan and Article 10 does not apply.
- (b) ☒ **Applies.** The Plan is a Multiple Employer Plan and the Article 10 Effective Date is: January 1, 2009. The Employer makes the following additional elections (*Choose (1) or (2)*):
- (1) ☐ **Participating Employer may modify.** See Section 10.03. A Participating Employer in the Participation Agreement may modify Adoption Agreement elections applicable to each Participating Employer (including electing to not apply Adoption Agreement elections) as follows (*Choose a. or b.; choose c. if applicable.*):
- a. ☐ **All.** May modify all elections.
- b. ☐ **Specified elections.** May modify the following elections: _____ (*specify by election number*).
- c. ☐ **Restrictions.** May modify subject to the following additional restrictions: _____
(*Specify restrictions. Any restrictions must be definitely determinable and may not violate Code §413 or the regulations thereunder.*)
- (2) ☒ **Participating Employer may not modify.** See Section 10.03. A Participating Employer in the Participation Agreement may not modify any Adoption Agreement elections.

[Note: The Participation Agreement must be consistent with this Election 45(b). Any Participating Employer election in the Participation Agreement which is not permitted under this Election 45(b) is of no force or effect and the applicable election in the Adoption Agreement applies. The IRS has not reviewed the provisions of Article 10, and the Employer cannot rely on the Advisory Letter with regard to the validity of these provisions.]

Employer: Regional University System of OklahomaDate: 09-10-2021Signed: Connie ReillyConnie Reilly, RUISO Board Chair
[print representative name/title]Vendor: _____
[vendor signature is optional]

Use of Adoption Agreement. Failure to complete properly the elections in this Adoption Agreement may result in disqualification of the Employer's Plan. The Employer only may use this Adoption Agreement only in conjunction with the basic plan document referenced by its document number on Adoption Agreement page one.

Execution for Page Substitution Amendment Only. If this paragraph is completed, this Execution Page documents an amendment to Adoption Agreement Election(s) _____ effective _____, by substitute Adoption Agreement page number(s) _____. The Employer should retain all Adoption Agreement Execution Pages and amended pages.

Volume Submitter Practitioner. The Volume Submitter Practitioner identified on the first page of the basic plan document will notify all adopting Employers of any amendment to this Volume Submitter Plan or of any abandonment or discontinuance by the Volume Submitter Practitioner of its maintenance of this Volume Submitter Plan. Furthermore, in order to be eligible to receive such notification, the Employer agrees to notify the Volume Submitter Practitioner of any change in address or contact information. In addition, this Plan is provided to the Employer either in connection with investment in a product or pursuant to a contract or other arrangement for products and/or services. Upon cessation of such investment in a product or cessation of such contract or arrangement, as applicable, the Employer is no longer considered to be an adopter of this Plan and the Volume Submitter Practitioner no longer has any obligations to the Employer that relate to the adoption of this Plan. For inquiries regarding the adoption of the Volume Submitter Plan, the Volume Submitter Practitioner's intended meaning of any Plan provisions or the effect of the Advisory Letter issued to the Volume Submitter Practitioner, please contact the Volume Submitter Practitioner at the following address and telephone number:

Name: John PapahronisAddress: Tenth Floor, Two Leadership SquareOklahoma City Oklahoma 73102Telephone: 405-552-2231

APPENDIX A
SPECIAL RETROACTIVE OR PROSPECTIVE EFFECTIVE DATES

SPECIAL EFFECTIVE DATES (1.23). The Employer elects or does not elect Appendix A special Effective Date(s) as follows. (Choose (a) or one or more of (b) through (q).):

[Note: If the Employer elects (a), do not complete the balance of this Appendix A]

(a) ☐ **Not applicable.** The Employer does not elect any Appendix A special Effective Dates.

[Note: The Employer may use this Appendix A to specify an Effective Date for one or more Adoption Agreement elections which does not correspond to the Plan's new Plan or Restated Plan Effective Date under Election 5. As to Restated Plans, for periods prior to: (i) the below-specified special Effective Date(s) or (ii) the Restated Plan's general Effective Date under Election 5, as applicable, the Plan terms in effect prior to its restatement under this Adoption Agreement control for purposes of the designated provisions.]

(b) ☒ **Contribution Types (1.12).** The Contribution Types under Election(s) 6 b are effective: May 1, 2019.

(c) ☐ **Excluded Employees (1.35).** The Excluded Employee provisions under Election(s) 7 are effective: _____.

(d) ☐ **Compensation (1.11).** The Compensation definition under Election(s) _____ (specify 8 - 10 as applicable) are effective: _____.

(e) ☐ **Hour of Service/Elective Service Crediting (1.40/1.66(A)).** The Hour of Service and/or elective Service crediting provisions under Election(s) _____ (specify 11 - 12 as applicable) are effective: _____.

(f) ☐ **Eligibility (2.01-2.03).** The eligibility provisions under Election(s) _____ (specify 14 - 17 as applicable) are effective: _____.

(g) ☐ **Mandatory Employee Contributions (3.04(A)(3)).** The Mandatory Employee Contribution provisions under Election 18 are effective: _____.

(h) ☐ **Elective Deferrals (3.02(A)-(F)).** The Elective Deferral provisions under Election(s) _____ (specify 19 - 21 as applicable) are effective: _____.

(i) ☐ **Matching Contributions (3.03).** The Matching Contribution provisions under Election(s) _____ (specify 22 - 23 as applicable) are effective: _____.

(j) ☒ **Nonelective Contributions (3.04).** The Nonelective Contribution provisions under Election(s) 25a, 26d (specify 25 - 27 as applicable) are effective: January 1, 2020.

(k) ☐ **Allocation conditions (3.06).** The allocation conditions under Election(s) _____ (specify 28 - 29 as applicable) are effective: _____.

(l) ☐ **Forfeitures (3.07).** The forfeiture allocation provisions under Election 30 _____ are effective: _____.

(m) ☐ **In-Plan Roth Rollovers (3.08(E)).** The In-Plan Roth Rollover provisions under Election 31 _____ are effective: _____.

(n) ☐ **Employee Contributions (3.09).** The Employee Contribution provisions under Election 32 _____ are effective: _____.

(o) ☐ **Vesting (5.03).** The vesting provisions under Election(s) _____ (specify 34 - 38 as applicable) are effective: _____.

(p) ☒ **Distributions (6.01, 6.03 and 6.04).** The distribution elections under Election(s) 40b2 (specify 39 - 42 as applicable) are effective: January 1, 2020.

(q) ☐ **Special Effective Date(s) for other elections (specify elections and dates):** _____.

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**APPENDIX B
BASIC PLAN DOCUMENT OVERRIDE ELECTIONS**

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BASIC PLAN OVERRIDES. The Employer elects or does not elect to override various basic plan provisions as follows (*Choose (a) or choose one or more of (b) through (i).*):

[*Note: If the Employer elects (a), do not complete the balance of this Appendix B.*]

(a) ☐ **Not applicable.** The Employer does not elect to override any basic plan provisions.

[*Note: The Employer at the time of restating its Plan with this Adoption Agreement may make an election on Appendix A (Election (q)) to specify a special Effective Date for any override provision the Employer elects in this Appendix B. If the Employer, after it has executed this Adoption Agreement, later amends its Plan to change any election on this Appendix B, the Employer should document the Effective Date of the Appendix B amendment on the Execution Page or otherwise in the amendment.*]

(b) ☐ **Definition (Article 1) overrides.** (*Choose one or more of (1) through (5) if applicable.*):

(1) ☐ **Compensation Overrides.** (*Choose one or more of a., b., and c.*):

- a. ☐ **W-2 Compensation exclusion of paid/reimbursed moving expenses (1.11(B)(1)).** W-2 Compensation excludes amounts paid or reimbursed by the Employer for moving expenses incurred by an Employee, but only to the extent that, at the time of payment, it is reasonable to believe that the Employee may deduct these amounts under Code §217.
- b. ☐ **Alternative (general) 415 Compensation (1.11(B)(4)).** The Employer elects to apply the alternative (general) 415 definition of Compensation in lieu of simplified 415 Compensation.
- c. ☐ **Inclusion of Deemed 125 Compensation (1.11(C)).** Compensation under Section 1.11 includes Deemed 125 Compensation.

(2) ☐ **Treatment of Differential Wage Payments (1.11(L)).** In lieu of the provisions of Section 1.11(L), the Employer elects the following (*Choose one or more of a., b., c., and d.*):

- a. ☐ **Effective date.** The inclusion is effective for Plan Years beginning after _____ (*may not be earlier than December 31, 2008*).
- b. ☐ **Elective Deferrals only.** The inclusion only applies to Compensation for purposes of Elective Deferrals.
- c. ☐ **Not included.** The inclusion does not apply to Compensation for purposes of any Contribution Type.
- d. ☐ **Other:** _____
(*specify other Contribution Type Compensation which includes Differential Wage Payments*)

(3) ☐ **Alternate Definition of Disability (1.19).** Disabled means _____.

(4) ☐ **Inclusion of Reclassified Employees (1.35(D)).** The Employer for purposes of the following Contribution Types, does not exclude Reclassified Employees (or the following categories of Reclassified Employees): _____ (*specify Contribution Types and/or categories of Reclassified Employees*).

(5) ☐ **Transition Rules (1.35(F)).** The following transition rules related to eligibility to make elective deferrals do not apply: _____.

(c) ☐ **Participation (Article 2) overrides.** The Plan disregards Service following a Separation from Service or Break in Service, as follows: _____
(*specify conditions in a manner that is definitely determinable and precludes Employer discretion. This could include the one year hold-out Break in Service rule under Code §410(a)(5)(C) or the rule of parity under ERISA §202(b)(4).*).

(d) ☐ **Contribution/allocation (Article 3) overrides.** (*Choose one or more of (1) through (6) if applicable.*):

(1) ☐ **Roth overrides.** (*Choose one or more of a. through e.*):

- a. ☐ **Treatment of Automatic Deferrals as Roth Deferrals (3.02(B)).** The Employer elects to treat Automatic Deferrals as Roth Deferrals in lieu of treating Automatic Deferrals as Pre-Tax Deferrals.
- b. ☐ **In-Plan Roth Rollovers limited to In-Service only (3.08(E)(2)(a)).** Only Participants who are Employees may elect to make an In-Plan Roth Rollover Contribution.
- c. ☐ **Vested In-Plan Roth Rollovers (3.08(E)(2)(b)).** Distributions related to In-Plan Roth Rollovers may only be made from accounts which are fully Vested.

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- d. ☐ **Source of In-Plan Roth Rollover Contribution (3.08(E)(3)(b)).** The Plan permits an In-Plan Roth Rollover only from the following qualifying sources (*Choose one or more.*):
- (i) ☐ Elective Deferrals
 - (ii) ☐ Matching Contributions
 - (iii) ☐ Nonelective Contributions
 - (iv) ☐ Rollovers
 - (v) ☐ Transfers
 - (vi) ☐ Other: _____
(specify account(s) and conditions in a manner that is definitely determinable and not subject to Employer discretion)
- e. ☐ **No transfer of loans.** Loans may not be distributed as part of an In-Plan Roth Rollover Contribution. (if not selected, any loans may be transferred)
- (2) ☐ **Short Plan Year or allocation period (3.06(B)(1)(c)).** Instead of pro-rata based on days, the Plan Administrator (*Choose a. or b.*):
- a. ☐ **No pro-rata.** Will *not* pro-rate Hours of Service in any short allocation period.
 - b. ☐ **Pro-rata based on months.** Will pro-rate any Hour of Service requirement based on the number of months in the short allocation period.
- (3) ☐ **Limited waiver of allocation conditions for rehired Participants (3.06(G)).** The allocation conditions the Employer has elected in the Adoption Agreement do not apply to rehired Participants in the Plan Year they resume participation, as described in Section 3.06(G).
- (4) ☐ **HEART Act continued benefit accrual (3.10(K)).** The Employer elects to apply the benefit accrual provisions of Section 3.10(K).
- (5) ☐ **Matching on Pre-entry Deferrals (3.03(A)).** Instead of disregarding pre-entry deferrals, the Plan Administrator will take Elective Deferrals into account in computing Matching Contributions, even if the deferrals were made before the Participant became eligible for the match.
- (6) ☐ **Classifications allocation formula (3.04(B)(3)).** If a Participant shifts from one classification to another during a Plan Year, the Plan Administrator will apportion the Participant's allocation during that Plan Year (*Choose a., b. or c.*):
- a. ☐ **Months in each classification.** Pro rata based on the number of months the Participant spent in each classification.
 - b. ☐ **Days in each classification.** Pro rata based on the number of days the Participant spent in each classification.
 - c. ☐ **One classification only.** The Employer will direct the Plan Administrator to place the Participant in only one classification for the entire Plan Year during which the shift occurs.
- (e) ☐ **Testing (Article 4) overrides.** (*Choose one or both of (1) and (2) if applicable.*):
- (1) ☐ **First few weeks rule for Code §415 testing Compensation (4.05(D)(1)).** The Plan applies the first few weeks rule in Section 4.05(F)(1).
 - (2) ☐ **Code §415 (Article 4) override (4.02(D), (F)).** Because of the required aggregation of multiple plans, to satisfy Code §415, the following overriding provisions apply: _____
(Specify such language as necessary to satisfy Code §415, e.g., the Employer will reduce Annual Additions to this plan before reducing Annual Additions to other plans.)
- (f) ☐ **Vesting (Article 5) overrides.** (*Choose one or both of (1) and (2) if applicable.*):
- (1) ☐ **Alternative separate account vesting formula (5.03(C)(2)).** The Employer elects the alternative vesting formula described in Section 5.03(C)(2).
 - (2) ☐ **Vesting exclusions (5.06(D)).** For purposes of determining vesting, the Plan disregards Service following a Separation from Service or Break in Service, or Forfeiture Break in Service as follows: _____
(specify conditions in a manner that is definitely determinable and precludes Employer discretion. This could include the one year hold-out Break in Service rule under Code §411(a)(6)(B) or the rule of parity under Code §411(a)(6)(D)).

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Distribution (Article 6) overrides. (Choose one or more of (1) through (6) if applicable.):

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- (1) ☐ **Restriction on In-Service Distributions of Rollovers/Employee Contributions (6.01(D)(5)).** In lieu of permitting a Participant to receive a distribution of Rollover Contributions and Employee Contributions at any time, a distribution may only be made in accordance with the following (Choose one or more of a. through e.):
- a. ☐ **Not permitted.** In-service distributions of Rollover Contributions and Employee Contributions are not permitted.
 - b. ☐ **Deferrals.** Under the same provisions which apply to Elective Deferrals.
 - c. ☐ **Match.** Under the same provisions which apply to Matching Contributions.
 - d. ☐ **Nonelective.** Under the same provisions which apply to Nonelective Contributions.
 - e. ☐ **Other:** _____

[Note: The Employer under this Election (g)(1)e. in Appendix B may describe restrictions on In-Service Distributions of Rollover Contributions and Employee Contributions using the options available for In-Service Distributions under Election 40 and/or a combination thereof as to all Participants or as to any Participant group. An Employer's election under Election (g)(1)e. in Appendix B must: (i) be objectively determinable and (ii) not be subject to Employer discretion.]

- (2) ☐ **Elections related to In-Plan Roth Rollovers (6.01(D)(7)).** (Choose one or both of a. and b.):

- a. ☐ **In-Service Roth Rollover events.** The Employer elects to permit In-Service Distributions under the following conditions solely for purposes of making an In-Plan Roth Rollover Contribution (Choose one or more of (i) through (iv); Choose (v) if applicable.):
 - (i) ☐ **Age.** The Participant has attained age _____.
 - (ii) ☐ **Participation.** The Participant has _____ months of participation (specify minimum of 60 months). Section 6.01(C)(4)(a)(ii).
 - (iii) ☐ **Seasoning.** The amounts being distributed have accumulated in the Plan for at least _____ years (at least 2). See Section 6.01(C)(4)(a)(i).
 - (iv) ☐ **Other (describe):** _____
(must be definitely determinable and not subject to Employer discretion (e.g., age 50, but only with respect to Nonelective Contributions, and not Matching Contributions))

[Note: Regardless of any election above to the contrary, In-Plan Roth Rollover Contributions are not permitted from a Participant's Elective Deferral Account prior to age 59 1/2.]

- (v) ☐ **Distribution for withholding.** A Participant may elect to have a portion of the amount that may be distributed as an In-Plan Roth Rollover Contribution distributed solely for purposes of federal or state income tax withholding related to the In-Plan Roth Rollover Contribution.
 - b. ☐ **Minimum amount.** The minimum amount that may be rolled over is \$_____.
- (3) ☐ **Pre-2009 Annuity Contracts (6.01(D)(9)).** The special in-service distribution rules for pre-2009 annuity contracts will not apply.
- (4) ☐ **Annuity Distributions (6.04).** (Choose one or both of a. and b.):
- a. ☐ **Modification of QJSA (6.04(A)(3)).** The Survivor Annuity percentage will be _____. (Specify a percentage between 50% and 100%.)
 - b. ☐ **Modification of QPSA (6.04(B)(2)).** The QPSA percentage will be _____. (Specify a percentage between 50% and 100%.)
- (5) ☐ **Alternate Domestic Relations Procedure (6.05(D)).** The Plan will apply the alternate domestic relations procedure in Section 6.05(D).
- (6) ☐ **Replacement of \$5,000 amount (6.09).** All Plan references (except in Section 3.02(D)) to "\$5,000" will be \$_____. (Specify an amount less than \$5,000.)

- (h) ☐ **Administrative overrides (Article 7).** (Choose one or more of (1) through (8) if applicable.):

- (1) ☐ **Automatic revocation of spousal designation (7.05(A)(1)).** The automatic revocation of a spousal Beneficiary designation in the case of divorce does not apply.
- (2) ☐ **Limitation on frequency of Beneficiary designation changes (7.05(A)(4)).** Except in the case of a Participant incurring a major life event, a period of at least _____ must elapse between Beneficiary designation changes. (Specify a period of time, e.g., 90 days OR 12 months.)
- (3) ☐ **Definition of "spouse" (7.05(A)(5)).** The following definition of "spouse" applies: _____ (Specify a definition.)

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[Note: This definition shall apply for all Plan purposes other than Section 6.02 related to required minimum distributions and Sections 6.04 and 7.05(A)(3) related to QJSAs, QPSAs, and related spousal rights. For example, the selected definition will apply to the determination of default beneficiary designations.]

- (4) ☐ **Administration of default provision; default Beneficiaries (7.05(C)).** The following list of default Beneficiaries will apply: _____ (Specify, in order, one or more Beneficiaries who will receive the interest of a deceased Participant.)
- (5) ☐ **Subsequent restoration of forfeiture-sources and ordering (7.07(A)(3)).** Restoration of forfeitures will come from the following sources, in the following order _____ (Specify, in order, one or more of the following: Forfeitures, Employer Contribution, Earnings.)
- (6) ☐ **State law (7.09(H)).** The law of the following state will apply: _____ (Specify one of the 50 states or the District of Columbia, or other appropriate legal jurisdiction, such as a territory of the United States or an Indian tribal government.)
- (7) ☐ **Fee Recapture Account (7.04(D)).** The Plan Administrator will allocate excess funds in the Fee Recapture Account as follows: (Choose a., b. or c.)
- ☐ Each Participant Account will receive an allocation based on the funds in which that Account was invested and the revenue sharing rates associated with those funds.
 - ☐ The excess funds will be allocated pro rata based on account balance.
 - ☐ The excess funds will be allocated per capita among Participants with Account Balances greater than zero, without regard to the amount of the Account Balance.
- (8) ☐ **Limitation to spouse (7.05(A)(3)).** The limitation on the designation of nonspousal beneficiaries described in Section 7.05(A)(3) applies. (Do not make this election if the Employer has elected to apply the joint and survivor annuity rules in Election 42.)
- (i) ☐ **Transfer overrides (Article 9).** (Choose one or more of (1) through (3) if applicable.):
- ☐ **Exchanges within Plan (9.06(B)(1)).** In lieu of Section 9.06(B)(1) permitting transfers to (and only to) other Investment Arrangements then authorized to receive ongoing contributions under the Plan (i.e., payroll slot Vendors), the following applies (Choose a., b. or c.):
 - ☐ The Plan does not provide for or permit such exchanges.
 - ☐ The Plan provides for and permits such exchanges, to any other Investment Arrangements under the Plan.
 - ☐ The Plan provides for and permits such transfers under the following circumstances: _____.
 - ☐ **Contract exchange to Vendor which is not part of Plan (9.06(B)(3)).** In lieu of Section 9.06(B)(3), permitting exchanges of investment arrangements described in section 9.06(B)(3), the following applies (Choose a., b. or c.):
 - ☐ The Plan does not provide for or permit such exchanges.
 - ☐ The Plan provides for and permits such exchanges in the Plan Administrator's discretion, which shall be exercised in accordance with Section 9.06(B)(3).
 - ☐ The Plan provides for and permits such exchanges, subject to Section 9.06(B)(3), under the following circumstances: _____.
 - ☐ **Plan-to-Plan Transfers (9.06(B)(2)).** In lieu of Section 9.06(B)(2) which does not permit or provide for such transfers to this Plan, the Plan allows transfers to this Plan as elected below (Choose a., b., c. or d. if applicable):
 - ☐ The Plan allows such transfers to this Plan.
 - ☐ The Plan provides for and permits such transfers to other Plans in addition to permitting transfers to this Plan.
 - ☐ The Plan provides for and permits such transfers to other Plans but does not permit or provide for such transfers to this Plan.
 - ☐ The Plan provides for and permits such transfers under the following circumstances: _____.
- Eligible Employees.** If a., b., c. or d. is selected, such transfers are allowed for all Eligible Employees unless otherwise elected below (Choose e., f. or g. if applicable):
- ☐ current employees only.
 - ☐ current and former Employees.
 - ☐ only if the Employee is part of a class of Employees whose assets are being transferred as a result of a merger or acquisition.

APPENDIX C
TABLE I: ACTUARIAL FACTORS
UP-1984, Without Setback

Number of years from attained age at the end of Plan Year until Normal Retirement Age	<u>7.50%</u>	<u>8.00%</u>	<u>8.50%</u>
0	8.458	8.196	7.949
1	7.868	7.589	7.326
2	7.319	7.027	6.752
3	6.808	6.506	6.223
4	6.333	6.024	5.736
5	5.891	5.578	5.286
6	5.480	5.165	4.872
7	5.098	4.782	4.491
8	4.742	4.428	4.139
9	4.412	4.100	3.815
10	4.104	3.796	3.516
11	3.817	3.515	3.240
12	3.551	3.255	2.986
13	3.303	3.014	2.752
14	3.073	2.790	2.537
15	2.859	2.584	2.338
16	2.659	2.392	2.155
17	2.474	2.215	1.986
18	2.301	2.051	1.831
19	2.140	1.899	1.687
20	1.991	1.758	1.555
21	1.852	1.628	1.433
22	1.723	1.508	1.321
23	1.603	1.396	1.217
24	1.491	1.293	1.122
25	1.387	1.197	1.034
26	1.290	1.108	0.953
27	1.200	1.026	0.878
28	1.116	0.950	0.810
29	1.039	0.880	0.746
30	0.966	0.814	0.688
31	0.899	0.754	0.634
32	0.836	0.698	0.584
33	0.778	0.647	0.538
34	0.723	0.599	0.496
35	0.673	0.554	0.457
36	0.626	0.513	0.422
37	0.582	0.475	0.389
38	0.542	0.440	0.358
39	0.504	0.407	0.330
40	0.469	0.377	0.304
41	0.436	0.349	0.280
42	0.406	0.323	0.258
43	0.377	0.299	0.238
44	0.351	0.277	0.219
45	0.327	0.257	0.202

Note: A Participant's Actuarial Factor under Table I is the factor corresponding to the number of years until the Participant reaches Normal Retirement Age under the Plan. A Participant's age as of the end of the current Plan Year is age on the Participant's last birthday. For any Plan Year beginning on or after the Participant's attainment of Normal Retirement Age, the factor for "zero" years applies.

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APPENDIX C

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**TABLE II: ADJUSTMENT TO ACTUARIAL FACTORS FOR NORMAL RETIREMENT AGE
OTHER THAN 65
UP-1984
Without Setback**

<u>Normal Retirement Age</u>	<u>7.50%</u>	<u>8.00%</u>	<u>8.50%</u>
55	1.2242	1.2147	1.2058
56	1.2043	1.1959	1.1879
57	1.1838	1.1764	1.1694
58	1.1627	1.1563	1.1503
59	1.1411	1.1357	1.1305
60	1.1188	1.1144	1.1101
61	1.0960	1.0925	1.0891
62	1.0726	1.0700	1.0676
63	1.0488	1.0471	1.0455
64	1.0246	1.0237	1.0229
65	1.0000	1.0000	1.0000
66	0.9752	0.9760	0.9767
67	0.9502	0.9518	0.9533
68	0.9251	0.9274	0.9296
69	0.8998	0.9027	0.9055
70	0.8740	0.8776	0.8810
71	0.8478	0.8520	0.8561
72	0.8214	0.8261	0.8307
73	0.7946	0.7999	0.8049
74	0.7678	0.7735	0.7790
75	0.7409	0.7470	0.7529
76	0.7140	0.7205	0.7268
77	0.6874	0.6942	0.7008
78	0.6611	0.6682	0.6751
79	0.6349	0.6423	0.6494
80	0.6090	0.6165	0.6238

Note: Use Table II only if the Normal Retirement Age for any Participant is not 65. If a Participant's Normal Retirement Age is not 65, adjust Table I by multiplying all factors applicable to that Participant in Table I by the appropriate Table II factor.

APPENDIX D

[Note: The Employer may modify this Appendix without the need of a Plan amendment.]

INVESTMENT ARRANGEMENTS (8.01).

(a) ☐ The Employer will remit contributions (including deferrals) to the following Vendors and Investment Arrangements:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

(b) ☐ The following Vendors and/or Investment Arrangements were previously approved for the receipt of Plan contributions but are not currently approved:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

(c) ☐ The plan has entered into Information Sharing Agreements with the following Vendors and their products are approved for Contract exchanges under Section 9.06(B)(3):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____

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ADMINISTRATIVE FUNCTION DELEGATION. The administrative functions listed below are delegated as shown. *Make at least one selection for each item below.*

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	Employer	Plan Administrator	Vendor	Other (Specify)
a. Determining employee eligibility to participate	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Determine participant vested percentages	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Determining whether deferrals comply with plan limits and are correctly calculated	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Determining accuracy of matching contributions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Determining whether hardship distributions and loans (if any) comply with plan requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Make determinations regarding rollovers and transfers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Determining the status of domestic relations orders	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Determining whether the plan complies with Code §403(b), taking into account the rules concerning Related Employers	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Determining employer status (e.g., type of employer, related employer status)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Remitting contributions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Delivery of participant notice	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Maintain employee records	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Review and process claims	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Communication with vendor(s)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Describe: _____				

[On line o. enter other delegated functions and the parties to whom they are delegated, or specify restrictions which apply to one or more functions (e.g., the Vendor will determine if a participant qualifies for a hardship distribution but the Plan Administrator will determine whether loans exceed Code limitations).]

Effective Date of this Appendix D: _____

403(b) ADOPTION AGREEMENT
ADMINISTRATIVE PROCEDURES ADDENDUM

The following are optional administrative provisions. The Plan Administrator may implement procedures that override any elections in this Section without a formal Plan amendment. In addition, modifications to these procedures will not affect an Employer's reliance on the Plan.

AP1. **PLAN LOAN PROVISIONS (7.06).** Note: For plans subject to ERISA, the loan program required by the DOL will override any inconsistent selections made below. (Complete this question only if loans to Participants are permitted (i.e., if option 43(b) of the Adoption Agreement has been selected). Choose all that apply

- (a) ☒ **Limitation of Loan Amount.** A Participant (Choose (1) or (2)):
- (1) ☒ May not borrow less than \$1,000 in any single loan.
 - (2) ☐ May not borrow less than \$_____ (not more than \$1,000) in any single loan.
- (b) ☒ **Loan Interest Rate.** The interest rate on a Plan loan will be a commercially reasonable rate established by the Administrator unless this option (b) is selected ((Choose (1) or (2))):
- (1) ☒ **Prime plus.** Fixed at 2% (insert percentage) above Wall Street Journal's published prime rate.
 - (2) ☐ **Specified rate:** _____.
- (c) ☒ **Home loan term.** The Plan does not permit the term of a loan to exceed 5 years unless this option (c) is selected. If selected, the maximum loan term for a loan used to acquire a Participant's principal residence will be (Choose (1) or (2)):
- (1) ☒ up to 15 years.
 - (2) ☐ up to _____ years.
- (d) ☐ **Leaves of absence.** The Plan does not suspend loan payments for any leave of absence unless selected below. If selected, a loan may be suspended for a period of up to one year following an approved leave of absence, or, in the case of a military leave of absence up to the length of military leave. The Plan Administrator will allow suspense of loan payments for the following reasons (Choose one or more of (1)(a) and (2)(a)):
- (1) ☐ **Military**
 - a. ☐ A Participant may suspend loan payments for military leave.
 - (2) ☐ **Non-military**
 - a. ☐ A Participant may suspend loan payments for non-military leave.
- (e) ☒ **Loan payments.** Loans are repaid by (if left blank, then payroll deduction applies unless a Participant is not subject to payroll):
- (1) ☒ payroll deduction for those Participants who are on the Employer's payroll
 - (2) ☐ ACH (Automated Clearing House)
 - (3) ☐ check
 - a. ☐ Only for prepayment
- (f) ☐ **Refinancing.** Loan refinancing is not permitted unless option (1) is selected.
- (1) ☐ **Loan refinancing is permitted.** A refinance for purposes of the limit on number of loans is (Choose a. or b.):
 - a. ☐ Not treated as an additional loan.
 - b. ☐ Treated as an additional loan.
- (g) ☒ **Purpose (Choose (1) or (2)):**
- (1) ☒ Any reasonable purpose.
 - (2) ☐ May not borrow except for: _____
- (h) ☒ **Account ordering.** Loan will come first from (Roth, pre-tax deferrals or other accounts): (Choose (1) through (3)):
- (1) ☐ Participant's choice.
 - (2) ☒ Plan Administrator's choice.
 - (3) ☐ As follows:
 - a. ☐ first: _____
 - b. ☐ second: _____
 - c. ☐ third: _____
- (i) ☒ **Directed/general Plan investment (Choose (1) or (2)):**
- (1) ☐ Directed.
 - (2) ☒ General.
- (j) ☒ **Charges. (Choose (1) or (2)):**
- (1) ☒ apply to borrower's account.
 - (2) ☐ apply to overall Plan or Employer pays.

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- (k) ☒ **Loan acceleration.** Upon the following (Choose one or more of (1) and (2)):
- (1) ☒ Separation/severance. Not applicable to parties in interest (if Plan is subject to ERISA). All outstanding loan balances will become due and payable in their entirety upon severance of employment unless directly rolled over (if otherwise permitted) to another employer's plan.
 - (2) ☒ Plan termination.
- (l) ☒ **Loan Default.** (Choose one or more of (1) through (3)):
- (1) ☒ Grace period. (Choose a. or b.):
 - a. ☒ Maximum grace period applies.
 - b. ☐ No grace period.
 - (2) ☐ Includes false statements
 - (3) ☐ No new loan if (Choose a. or b.):
 - a. ☐ Current default.
 - b. ☐ Current or prior default.
- (m) ☒ **Terminated employees.** Loans to terminated employees (Choose (1) or (2)):
- (1) ☐ are allowed
 - (2) ☒ are not allowed
- (n) ☒ **Limit on number of loans.** There is no limit on the number of outstanding loans a Participant may have unless this option (n) is selected (Choose (1) or (2)):
- (1) ☒ One
 - (2) ☐ Specify: _____
- (o) ☒ **Limitation on sources.** A Participant may only take a loan from the accounts attributable to the following accounts subject to limitations of the Investment Arrangement Documentation: (Choose one or more of (1) through (8) as applicable.)
- (1) ☒ Pre-Tax Elective Deferrals
 - (2) ☒ Roth Elective Deferrals
 - (3) ☒ Matching Contributions (including any Safe Harbor Matching Contributions and Additional Matching Contributions)
 - (4) ☒ Nonelective Contributions (including any Safe Harbor Nonelective Contributions)
 - (5) ☒ Rollovers
 - (6) ☐ Mandatory Employee Contributions
 - (7) ☐ Employee (after-tax) Contributions
 - (8) ☐ Describe: _____ (specify account(s) and conditions in a manner that is definitely determinable and not subject to Employer discretion; i.e., Unmatched Elective Deferrals.)

AP2. PARTICIPANT DIRECTION OF INVESTMENT (7.03(B)). The Plan permits Participant direction of investment unless selected below (Choose one of (a) or (b); choose c. or d. if applicable):

- (a) ☐ **Does not permit.** The Plan does not permit Participant direction of investment of any Account.
- (b) ☒ **Permitted.** The Plan permits Participant direction of investments.

Options (If direction of investments is permitted, select all that apply; leave blank if none apply)

- (c) ☐ **ERISA Section 404(c).** It is intended that the Plan comply with ERISA Section 404(c) with respect to the Accounts subject to Participant investment directions.
- (d) ☐ **QDIA.** Plan will include a qualified default investment alternative.

AP3. ELECTIVE DEFERRAL PROCEDURES. Participants may commence Elective Deferrals on the effective date of participation.

Subsequent elections. Participants may modify or make new Elective Deferral elections:

- (a) ☒ as of each payroll period
- (b) ☐ on the first day of each month
- (c) ☐ on the first day of each Plan Year quarter
- (d) ☐ on the first day of the Plan Year or the first day of the 7th month of the Plan Year
- (e) ☐ other: _____ (must be at least once each calendar year)

Irregular pay (e.g., bonuses). Unless the Administrator has implemented separate procedures or selected below, a Participant is permitted to make a separate Elective Deferral election for irregular pay and the Participant's existing Elective Deferral election will not apply to such irregular pay.

- (f) ☒ A Participant's existing Elective Deferral election will apply to irregular pay (provided such irregular pay is Compensation for Elective Deferral purposes) unless the Participant makes a different Elective Deferral election for such irregular pay.
- (g) ☐ A Participant is not permitted to make a separate Elective Deferral election for irregular pay and the Participant's existing Elective Deferral election will apply to such irregular pay (provided such irregular pay is Compensation for Elective Deferral purposes).

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Escalation (leave blank if not applicable)

- (h) ☐ Include option on Elective Deferral Agreement for Participants to elect to automatically escalate an Affirmative Election in accordance with the following:

Escalation amount. A Participant's Affirmative Election will increase by:

- (1) ☐ _____ % of Compensation
 a. ☐ up to a maximum of _____ % of Compensation (leave blank if no limit)
 (2) ☐ other: _____

Timing of escalation. The escalation will apply as of:

- (3) ☐ first day of each Plan Year
 (4) ☐ anniversary of date of participation
 (5) ☐ other: _____

Suspended Elective Deferrals. If a Participant's Elective Deferrals must be suspended pursuant to a provision of the Plan (e.g., due to military leave covered by the HEART Act), then a Participant is deemed to have made as of the date the suspension period begins, an Affirmative Election to have no Elective Deferrals made to the Plan unless otherwise selected below.

- (i) ☐ the Participant's Affirmative Election will resume after the suspension period.
 (j) ☐ the Participant is deemed to have no Affirmative Election after the suspension period (e.g., for purposes of applying any Automatic Deferral provisions).

Lapse of Affirmative Elections. Affirmative Elections will remain in effect until revoked or modified by a Participant unless selected below.

- (k) ☐ Affirmative Elections lapse at the end of each Plan Year.

AP4. **BENEFICIARY HARDSHIP DISTRIBUTION.** Hardship distributions for the qualifying expenses of a Participant's Beneficiary (Section 6.07(C)) are not permitted unless selected below:

- (a) ☐ Hardship distributions for the qualifying needs of the Participant's Beneficiary are permitted.

AP5. **ROLLOVER CONTRIBUTIONS (3.08, 7.04(A)(1)).** *(Complete this question only if 44(b) has been selected)*

Eligibility. Rollovers may be accepted from all Participants who are Employees as well as the following (select all that apply; leave blank if not applicable)

- (a) ☐ From pre-participation Eligible Employees.
 (b) ☐ From Participants who are Former Employees.

Source. Rollovers will be accepted from the following *(Choose all that apply)*:

- (c) ☒ Eligible 403(b) plans.
 (d) ☐ Eligible 401(a) plans (including a 401(k) plan).
 (e) ☐ Eligible 457(b) plans of governmental employers.
 (f) ☐ IRAs.

Enrollment Trends & Issues September 10, 2021

1. Admission Standards changing
2. Male Enrollment Declining
3. Concurrent Enrollment

Admissions

Research University Example

- Students qualify for assured admission if they meet **ONE** of the following criteria:
- 3.0 GPA or better unweighted cumulative **AND** top 33.3% rank in high school graduating class, **OR**
- 3.0 GPA or better in 15-unit core **AND** 21 ACT/1060 SAT or better*, **OR**
- 24 ACT/1160 SAT or better*

Regional University Example

- Students qualify for assured admission if they meet **ONE** of the following criteria:
- 20 ACT/1030 SAT
- 2.7 GPA or better in 15 –unit core and top half of the class
- 2.7 GPA and top half of the class

Decline in Male Enrollment

“Nationally, male undergraduate enrollment fell by 7%, nearly three times as much as female enrollment.”

Reasons include:

Employment opportunities

Academic Preparation

Lack of accepting help academically and emotionally

(The Chronicle of Higher Education)

Comparison of Fall Male Headcount from 2010-2019

RUSO Schools

- Overall – down 11%

Other Schools

- Community Colleges – down 28%
- Privates – down 29%
- Research – Up 6%
- All Regional Schools (including RUSO) – down 14%

- (Oklahoma State System of Higher Education)*Source*

- ALL SCHOOLS – down 15%

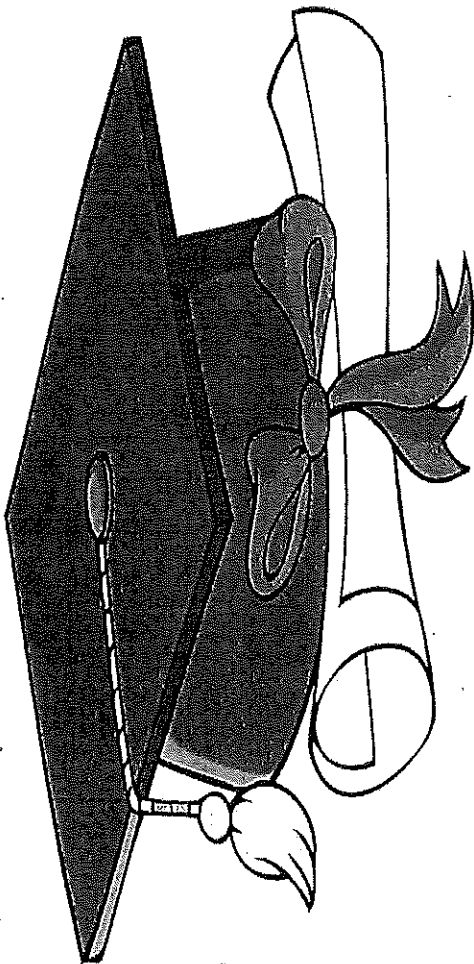
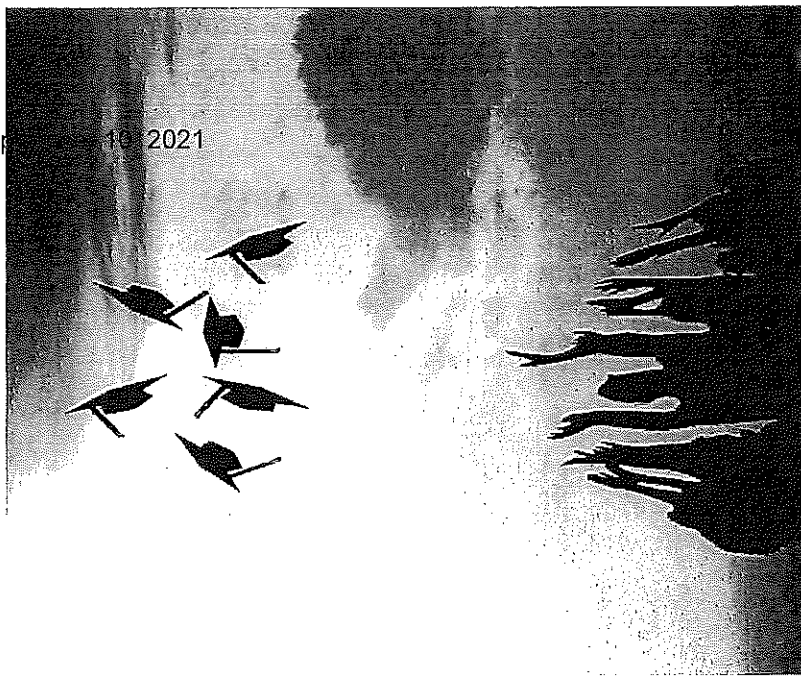
10 Year Comparison of Fall HC for Concurrent Enrollment (2010-2019)

RUSO Schools

- Overall – Up 88%
- (Oklahoma State System of Higher Education)*Source*

Others

- Community Colleges – up 41%
- Private – up 615% (low numbers)
- Research – up 77%
- Regionals (including RUSO) – up 72%



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GRADUATION RATES

SIX YEAR GRADUATION RATES

BRIEF HISTORY

CONGRESS PASSED THE STUDENT RIGHT TO KNOW ACT IN 1990. THIS REQUIRES COLLEGES/UNIVERSITIES TO DISCLOSE INFORMATION ON GRADUATION RATES AND SERIOUS CRIMES.

This is commonly known as the 6-year graduation rate.



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SIX YEAR GRADUATION RATES

BRIEF HISTORY

- In 1997, the federal government began to collect this information through its Integrated Postsecondary Education Data System (IPEDS)
- Graduation rates, however, were collected as early as the 1980s for student athletes (NCAA)

Carnegie Classification	#	# of undergrads	4 Year Grad Rate			5 Year Grad Rate			6 Year Grad Rate		
			Average	Median	High	Average	Median	High	Average	Median	High
Research Universities (very high research activity)	108	2,054,113	57.20	57	90	73.23	77	96	76.90	80	98
Research Universities (high research activity)	99	1,378,748	34.91	28	89	52.77	51	91	58.36	56	91
Doctoral/Research Universities	90	750,608	31.30	26	76	44.28	39	80	49.16	45	81
Master's Colleges and Universities (larger programs)	411	2,751,990	31.35	27	86	44.90	44	90	49.19	49	90
Master's Colleges and Universities (medium programs)	184	666,927	29.72	25	78	42.37	40	81	46.39	45	82
Master's Colleges and Universities (smaller programs)	125	321,905	24.05	18	77	36.38	34	81	40.56	38	82
Baccalaureate Colleges--Arts & Sciences	264	434,983	55.55	58	93	62.61	65	96	64.60	67	96
Baccalaureate Colleges--Diverse Fields	385	658,346	28.31	26	88	38.60	38	91	41.59	41	91
Baccalaureate/Associate's Colleges	139	287,322	26.10	13	100	31.37	16	100	34.47	24	100
Ivy and Ivy EQ	80	1,095,881	78.62	84	93	86.79	89	96	88.59	91	98
Totals	1,805	9,304,942	35.24	31	100	46.76	46	100	50.36	50	100

SIX YEAR GRADUATION RATES

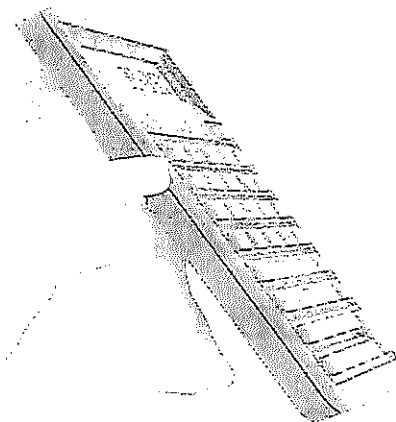
Who is included in the calculations?

The "Student Right to Know" cohort includes:

- 1) First time students (first time in college, not to the institution)
- 2) Full time students (at least 12 hours)
- 3) Degree seeking (eliminates those from the cohort who plan to transfer (pre-med, for example)
- 4) Cohort is determined by the fall semester. It may include concurrent students, for example, from the preceding summer semester.
- 5) 100% of the time refers to students who graduate in 4 years— 150% is graduation in 6 years- and 200% is graduating in 8 years.

SIX YEAR GRADUATION RATES

The Calculation



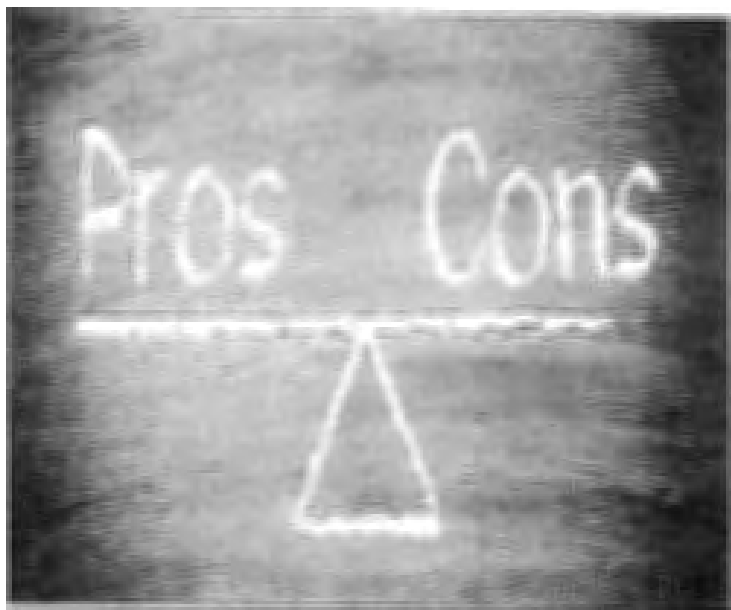
Number of students who completed their program within
a specific percentage of normal time to completion

Graduation Rate =

Number of students in the entering cohort

SIX YEAR GRADUATION RATES

STRENGTH-LIMITATION



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Like many of the IPEDS measures, it provides comparable data points.

Critics point to the following:

- 1) absence of part time students
- 2) Absence of transfer students
- 3) Differences in institutional mission and student populations



Southeastern Oklahoma
State University

Minutes for September 10, 2021

Retention and Graduation Rates New Freshmen

First Time Entering (IPEDS definition)	Fall 2013	Fall 2014	Fall 2015
Fall/Fall Retention Rate	64.8%	61.0%	55.2%

Graduation/Completion Rates for the Cohort:

Federal IPEDS 6 year (150%) Graduation Rate	34.8%	31.0%	30.1%
8 year IPEDS (200%) Graduation Rate	36.7%	33.5%	30.1%



Retention and Graduation Rates New Transfers

First Time Entering Transfer Students	Fall 13/ Spr 14	Fall 14/Spr 15	Fall 15/Spr 16
Fall/Fall Retention Rate	67.3%	61.8%	70.9%

Graduation/Completion Rates for the Cohort:

(Once enrolled at SE)

Federal IPEDS 6 year Graduation Rate	50.8%	48.0%	51.9%
8 year IPEDS Graduation Rate	51.5%	49.6%	51.9%



Southeastern Oklahoma
State University

Retention and Graduation Rates New Freshmen and New Transfers Combined

Retention Rate	Fall 13 Sep 13	Fall 14 Sep 14	Fall 15 Sep 15
Fall/Fall Retention Rate	66.0%	61.4%	62.7%

Graduation/Completion Rates for the Cohort:

(Once enrolled at SE)

Federal IPEDS 6 year (150%) Graduation Rate	42.2% (up 7%)	38.9% (up 8%)	40.5% (up 10%)
8 year IPEDS (200%) Graduation Rate	43.6% (up 7%)	41.0% (up 8%)	40.5% (up 10%)

UNINTENDED ISSUES IN PARTNERSHIPS

In the SE to ECU nursing partnership as example:

- SE accepted students as Freshmen; when they transferred to ECU they subtract from the graduation rate at SE.
- ECU accepted them for their Junior/Senior year to complete nursing degree; they are transfer students so don't count in graduation rates at ECU.

Both Universities lost these students in graduation rates!

RUSO DASHBOARD REPORT

- RUSO INSTITUTIONS EXCEL AT MEETING THE NEEDS OF TRANSFER, RETURNING AND ADULT STUDENTS.
- IN ADDITION TO THE TRADITIONAL FRESHMAN CLASS OF STUDENTS WHO RECENTLY GRADUATED HIGH SCHOOL, WE RECEIVE HUNDREDS OF TRANSFER STUDENTS WHO STARTED ELSEWHERE BUT GO ON TO GRADUATE FROM A RUSO INSTITUTION.
- IN FACT, RUSO INSTITUTIONS GRADUATE MORE BACHELOR'S DEGREE STUDENTS EACH YEAR THAN EITHER THE UNIVERSITY OF OKLAHOMA OR OKLAHOMA STATE UNIVERSITY. IN 2018-2019, OU AWARDED ABOUT 6,212 UNDERGRADUATE DEGREES, AND OSU AWARDED 5,682. IN THE SAME YEAR, **INSTITUTIONS IN THE RUSO SYSTEM AWARDED OVER 8,000 UNDERGRADUATE DEGREES, ALMOST 70 PERCENT OF THE TOTAL UNDERGRADUATE DEGREES OF OU AND OSU COMBINED.**
- THE MISLEADING NARRATIVE OF LOW GRADUATION RATES OF REGIONAL UNIVERSITIES (BASED SOLELY ON SKEWED IPEDS PERFORMANCE STATISTICS) HARMS US. WE MUST DO A BETTER JOB OF TELLING OUR STORY TO DECISION-MAKERS AND LEADERS ACROSS OKLAHOMA OF THE MANY STUDENTS WHO WE GRADUATE BUT ARE NOT COUNTED BY IPEDS. THIS INCLUDES HUNDREDS OF STUDENTS EACH YEAR WHO BEGIN AT OU OR OSU AND TRANSFER TO AND COMPLETE THEIR EDUCATIONS AT A RUSO SCHOOL.

Accreditations and their influence on university operations

September 10, 2021

Components of a quality institution

**All operations
are mission-
driven**

Many links to RUSO institutions' mission and strategic plan

Links include department assessments, budgets, and HLC changes

Demonstrates the institutions' commitment to the public good

Components of a quality institution

University operates with Integrity

**All
operations
are mission-
driven**

RUSO institutions follows regents' and accreditors' processes and policies.

RUSO institutions follows their own processes and policies.

These processes are built on best practices and sound concepts.

Components of a quality institution

Quality programs “wherever and however”

Institutions ensure that student learning outcomes are met in all delivery modes.

Institutions have outcome goals across all aspects, including co-curricular programs.

All students have equity in access to programs, support, and services.

**All
operations
are mission-
driven**

**University
operates
with
integrity**

Components of a quality institution

Dedication to set goals, assess, and improve

**RUSO institutions have a culture of
assessment and continuous improvement.**

**Programs regularly review learning
outcomes.**

**Institutions set ambitious goals for outcomes
such as retention and graduation.**

**All
operations
are mission-
driven**

**University
operates
with
integrity**

**Quality
programs
“wherever
and
however”**

Components of a quality institution

Shared governance and planning

Planning is intentional, mission-driven, and includes various stakeholders.

Not just an obligation to consult – key people are at the table at key junctures.

Shared governance includes open communication and builds trust.

**All
operations
are mission-
driven**

**University
operates
with
integrity**

**Quality
programs
“wherever
and
however”**

**Dedication
to set goals,
assess, and
improve**

Components of a quality institution

Program Accreditation

External accrediting bodies associated with specific disciplines or industries.

Many required to meet national certification standards; some, however, are optional.

Some common examples include...

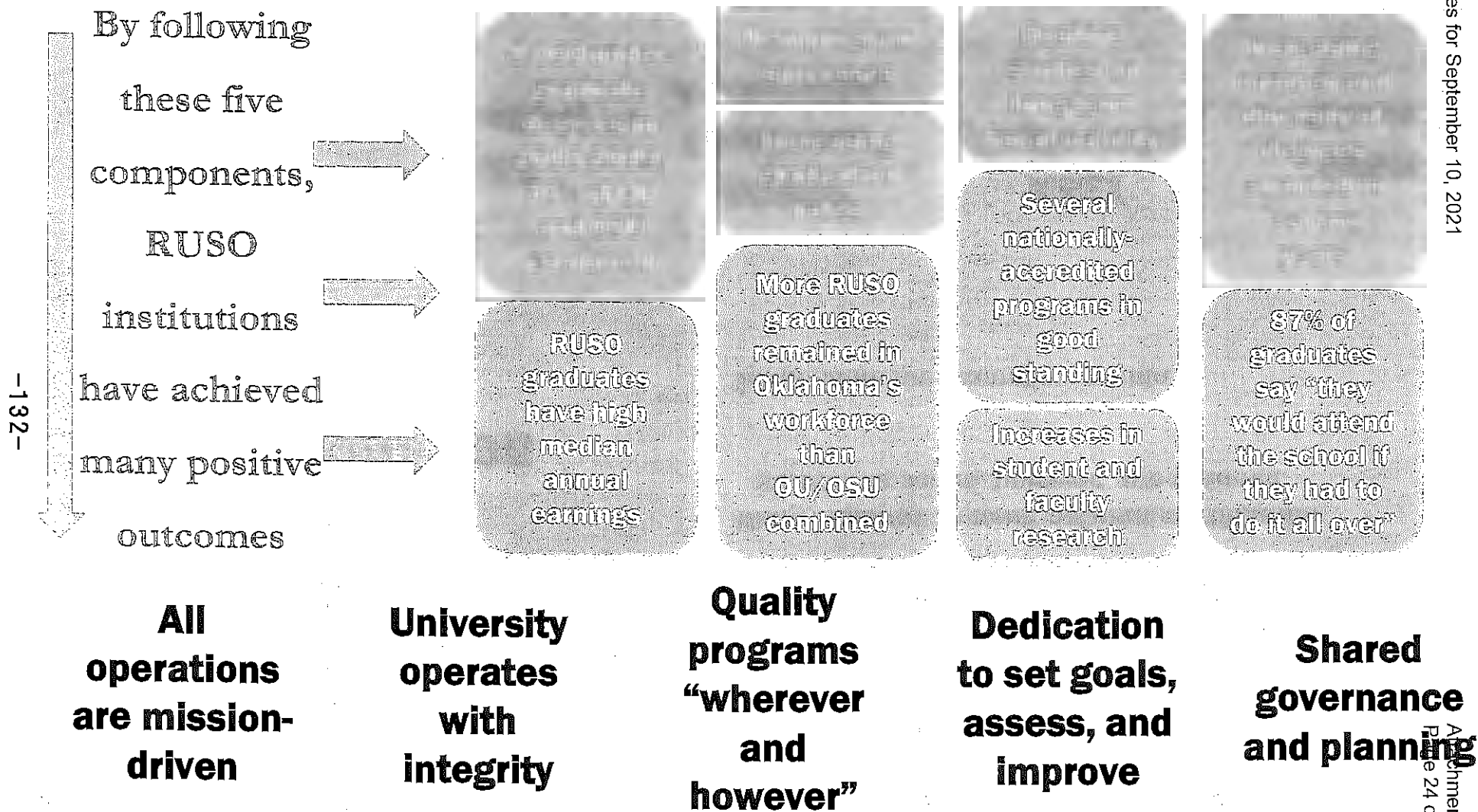
ACEN
(Nursing)

CAEP
(Education)

ACBSP
**(Business/
Accounting)**

ABET
**(Engineering
)**

NASM
(Music)



OFFICE OF THE PRESIDENT

August 26, 2021

Regional University System of Oklahoma
3555 N.W. 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of Northwestern Oklahoma State University are as follows:

I. PERSONNEL

A. Faculty Appointments

School of Education

Summer Foster, has been appointed Instructor of Education in a permanent fulltime position. Her appointment is effective August 10, 2021, through May 6, 2022, at an academic salary rate of \$43,000.

She holds a Bachelor of Science in Education degree (1997) in Elementary Education and a Bachelor of Science degree (1997) in Speech-Language Pathology, both from Fort Hays State University, Hays, Kansas; and a Master of Education degree (2010) in School Counseling from Southwestern Oklahoma State University, Weatherford, Oklahoma.

Ms. Foster's previous work experience includes: High School Counselor (4); 6th Grade English Language Arts and Social Studies Teacher (2) and Middle School Counselor (5) all with Dodge City Public Schools, Dodge City, Kansas.

Northwestern Oklahoma State University

School of Professional Studies

Denise Floyd, has been appointed Instructor of Nursing in a permanent fulltime position. Her appointment is effective August 10, 2021 through May 6, 2022, at an academic salary rate of \$55,000.

She earned a Bachelor of Science in Nursing degree (2015) from Oklahoma Panhandle State University, Goodwell, Oklahoma; and a Master of Science in Nursing degree (2018) from Grand Canyon University, Phoenix, Arizona.

Ms. Floyd's prior work experience: Critical Care Manager (2) and ICU Nurse (16) at St. Mary's Regional Medical Center, Enid, Oklahoma.

II. PURCHASES

The following purchases are being made in accordance with Board Policy (over \$50,000 and under \$150,000):

External yearly audit: Hinkle & Company, P.C., Greenwood Village, Colorado, at a cost of \$50,000. (Fund 290, E&G).

New Phone System: LogMeIn, Los Angeles, California, at a cost of \$57,974.04. (Fund 490/CARES Funding).

Gaming system and software for dorm students: Amini's, Chesterfield, Missouri, at a cost of \$65,284.89. (Fund 705, Auxiliary Funds).

We request approval of the following purchases in accordance with Board Policy (over \$150,000):

Roof replacement on Ament Hall: Bloyer & Sons, Inc., Winfield, Kansas, at a cost of \$173,430. (Section 13, New College/Offset Funds, 600 & 650 Funds).

Northwestern Oklahoma State University

Upgrading Wireless Access Points: United Data Technologies, Miramar, Florida, at a cost not to exceed \$600,000. (Fund 490/CARES Funding).

Fiber Optic Cable Upgrades: Telco Supply Company, Sulphur, Oklahoma, at a cost not to exceed \$300,000. (Fund 490/CARES Funding).

III. GRANT AND CONTRACTS

SAIHE Program.....\$558,786
(Supplemental Assistance to Institutions of Higher Education)

A grant from the U.S. Department of Education designed to ease the financial burden on low-income Pell grant recipient students to keep them in college and assist those who put their education on hold during the Covid-19 pandemic and want to re-enroll. The principal investigator is Tandy Keenan, Director of Sponsored Programs.

Oklahoma Department of Corrections.....\$406,024

A cooperative agreement to provide funding for continued residential substance abuse treatment services at the Charles E. "Bill" Johnson Correctional Center, Alva, Oklahoma. Mr. Jeff McAlpin, Instructor of Criminal Justice, is the project coordinator.

Upward Bound Math and Science.....\$287,537

A grant from the U.S. Department of Education from September 1, 2021, to August 31, 2022, to increase the academic and motivational levels of eligible enrollees with aptitudes in math and/or science so that they may complete secondary school and successfully pursue post-secondary education programs. Five high schools in three northwest Oklahoma counties will be serviced. This is the fifth year award of the 5-year grant. Calleb Mosburg, Dean of Student Services and Enrollment Management, is the grant coordinator.

Northwestern Oklahoma State University**Student Support Services.....\$261,888**

A grant from the U.S. Department of Education to provide students with opportunities for academic development, assist with basic college requirements, and to motivate students toward completion of their post-secondary education. Funding will be used to serve 140 students, including first generation, low income and disabled students. This is the second year award of the 5-year grant. Dr. Bo Hannaford, Executive Vice President, is the grant coordinator.

**American Rescue Plan Act of 2021 (HEERF III).....\$205,289
(Strengthening Institutions Programs)**

A grant from the U.S. Department of Education for student and institutional support. The principal investigator is Dr. David Pecha, Vice President for Administration.

Early Settlement Dispute.....\$32,650

An agreement with the Alternate Dispute Resolution System of the State of Oklahoma to provide partial state funding for dispute mediation services throughout the region. Dr. Wayne McMillin, Dean of the Enid Campus, is the grant coordinator.

Partnership Recognition Program 2021.....\$500

A grant from the Oklahoma State Regents for Higher Education entitled "Partnership Recognition Program 2021" to support, in part, the development of a partnership with an external business and Northwestern Oklahoma State University. The primary function of this award is economic development. Dr. David Pecha, Vice President for Administration, is the grant coordinator.

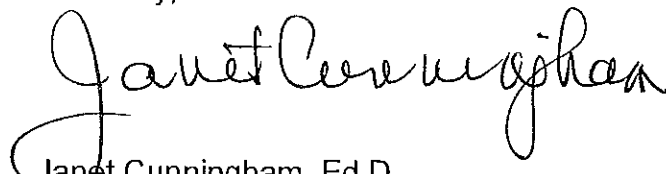
TOTAL GRANTS.....\$1,752,674

Northwestern Oklahoma State University

IV. INFORMATIONAL ITEMS

An anonymous donor has contributed \$163,485.43 to the Dorothy Schenk Sparks Professorship in Leadership.

Sincerely,



Janet Cunningham, Ed.D.
President

JC:md



NORTHEASTERN STATE UNIVERSITY
OFFICE of the PRESIDENT

August 27, 2021

Regional University System of Oklahoma
3555 N.W. 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of Northeastern State University are as follows:

I. PERSONNEL

A. FACULTY APPOINTMENTS (TENURE TRACK)

Dr. Nnamdi Simon Ekesi has been appointed Assistant Professor of Biology in the Gregg Wadley College of Science and Health Professions effective August 1, 2021. This is a full-time regular, 9-month, tenure track position at an academic year salary rate of \$58,640. He is filling the position left vacant by Dr. Cindy Cisar.

Dr. Ekesi holds the following degrees: Ph.D., Cell and Molecular Biology, University of Arkansas; and B.Sc., Biology, University of Arizona.

Dr. Kari Henry Hulett has been appointed Assistant Professor of Education in the College of Education effective August 1, 2021. This is a full-time regular, 9-month tenure track position at an academic year salary rate of \$50,090. She is filling the position left vacant by Dr. Judy Moody.

Dr. Henry Hulett holds the following degrees: Ph.D., Leadership, University of the Cumberlands, M.Ed., Education, American College of Education, and B.A., Education, Northeastern State University.

Her professional experience includes: Faculty, Communications Department, School of Arts, Sciences and Health, Oklahoma State University Institute of Technology (OSUIT) – five years; Director of Academic Excellence and Distance Learning, OSUIT – four years; Assistant Director, Technology and Learning Innovation, OSUIT – one

Northeastern State University

year; Curriculum Development Specialist, OSUIT – one year; Journalism Instructor, Broken Arrow Senior High, Broken Arrow, OK – two years; Classroom Teacher (5th – 12th), Graham Public School, Weleetka, OK – four years; Parent Educator, Parents as Teachers, Dustin Public Schools, Dustin, OK – two years.

Mr. Clayton Keyes has been appointed Assistant Professor of Art 3-D in the College of Liberal Arts effective August 1, 2021. This is a full-time regular 9-month tenure track position at an academic year salary rate of \$46,510. He is filling the position left vacant by Ms. Shin Jeon.

Mr. Keyes holds the following degrees: M.F.A. Fine Arts, Ceramics, University of Tulsa; B.F.A., 3-Dimensional Art, University of Oklahoma; and A.A., Art, Northern Oklahoma College.

His professional experience includes: Professor of Ceramics, University of Nevada – three semesters; Assistant Professor of Ceramics, Westminster College – six years; and Associate Professor of Art, Westminster College – (2019)

Dr. Chuang Shao has been appointed Assistant Professor of Mathematics in the Gregg Wadley College of Science and Health Professions effective August 1, 2021. This is a full-time regular, 9-month, tenure track position at an academic year salary rate of \$55,440. She is filling the position left vacant by Dr. Conner O'Dell.

Dr. Shao holds the following degrees: Ph.D., Mathematics, University of North Texas; M.S., Mathematics, University of North Texas; B.S., Mathematics & Education, Southern Yangtze University, China.

Her professional experience includes: Mathematics Coordinator, Rose State College – two years; Mathematics Professor, Rose State College – 12 years; Math Instructor, Big Bridge Experimental School (K-12), Wuxi, China – two years.

Dr. Colleen Tejchma has been appointed Assistant Professor of Optometry in the Northeastern State University Oklahoma College of Optometry effective August 1, 2021. This is a full-time regular, 12-month tenure track position at a fiscal year salary rate of \$93,288. She is filling the position left vacant by Dr. Jari Frasier.

Dr. Tejchma holds the following degrees: O.D., Optometry, Midwestern University Arizona College of Optometry; and B.S., Biology and Math, Aquinas College. Her professional experience includes: Optometry Resident/Post-Doctoral, Northeastern State University Oklahoma College of Optometry- one year.

Dr. Kyle Vareberg has been appointed Assistant Professor of Communication Studies in the College of Liberal Arts effective August 1, 2021. This is a full-time

Northeastern State University

regular, 9-month, tenure track position at an academic year salary rate of \$49,040. He is filling the position left vacant by Dr. Sarah Turner McGowan.

Dr. Vareberg holds the following degrees: Ph.D., Communications, Dakota State University; M.S., Speech Communication, North Dakota State University, B.S.Ed., English Education and B.S., Professional Communication -Media Concentration, Valley City State University.

His professional experience includes: Instructor, Valley City State University – three years; English Language Arts Teacher, Rugby Public Schools – five years; and Dual Credit Instructor, Lake Region State College – two years.

B. FACULTY APPOINTMENTS (NON-TENURE TRACK)

Mr. Austin Beard has been appointed Instructor of Mathematics in the Gregg Wadley College of Science and Health Professions effective August 1, 2021. This is a full-time regular, 9-month non-tenure tract position as an academic year salary rate of \$39,080. He is filling the position left vacant by Joshua Graff.

Mr. Beard holds the following degrees: M.S., Mathematics, Missouri State University; and B.S., Mathematics/Actuarial Math, Missouri State University.

Ms. Kaitlyn Scrapper has been appointed Instructor of Speech-Language Pathology in the Gregg Wadley College of Science and Health Professions effective August 1, 2021. This is a full-time regular, 9-month non-tenure track position at an academic year salary rate of \$67,900. She is filling the position left vacant by Ms. Brooke Klintworth.

Ms. Scrapper holds the following degrees: M.S., Speech-Language Pathology, Northeastern State University and B.S., Speech-Language Pathology, Northeastern State University.

Her professional experience includes: Speech Language Pathologist, Northeastern Health System – five years; Speech Language Pathologist, Siloam Springs School District – 1.5 years.

Ms. Maria Souliotis has been appointed Instructor of Library Services in the John Vaughn Library effective August 1, 2021. This is a full-time regular, 12-month non-tenure track positions at a fiscal year salary rate of \$42,672. She is filling the position left vacant by Ms. Erica Argyropoulos.

Northeastern State University

Ms. Souliotis holds the following degrees: M.L.I.S., Library Science, Texas Women's University; M.A., Musicology, The Lamont School of Music at the University of Denver; and B.M., Music, Midwestern State University.

Her professional experience includes: Admissions Evaluator, Admissions Department, Midwestern State University – three years; and Choral Program Librarian, Music Department, Midwestern State University-three years.

C. FACULTY APPOINTMENTS (TEMPORARY)

Ms. Amanda Davies has been appointed Instructor / School Supervisor of Speech-Language Pathology in the Gregg Wadley College of Science and Health Professions effective August 1, 2021. This is a full-time temporary, 9-month position at an academic year salary rate of \$47,980. She is filling the position left vacant by Ms. Tina Linn-Bolton.

Ms. Davies holds the following degrees: M.Ed., Special Education – I, Northeastern State University; and B.S., Speech Language Pathology, Northeastern State University.

Her professional experience includes: Speech / Language Pathologist, Broken Arrow Public Schools – ten years; Therapy Source for Kids – one year; Keystone Public Schools – two years; and Prue Public Schools – six years.

Dr. Paige Taylor has been appointed Clinical Assistant Professor of Optometry in the Northeastern State University Oklahoma College of Optometry effective August 1, 2021. This is a full-time temporary, 12-month, non-tenure track position at a fiscal year salary of \$99,936. She is filling the position left vacant by Dr. Saunya Burkhart.

Dr. Taylor holds the following degrees: O.D., Optometry, Northeastern State University Oklahoma College of Optometry; and B.S., Biology-I, Northeastern State University.

D. TEMPORARY APPOINTMENTS

The following persons will be re-appointed for the 2021-2022 academic year in a temporary position.

Dr. Louis Blowers, III	Clinical Assistant Professor	Optometry
Ms. Tina Bolton-Linn	Instructor/Assistant Clinic Dir	SLP
Dr. Tara Brown	Clinical Assistant Professor	Optometry
Dr. Kelsey Buford	Clinical Assistant Professor	Optometry
Dr. Christian Bussey	Clinical Assistant Professor	Optometry

Northeastern State University

Dr. Richard Castillo	Clinical Professor	Optometry
Dr. Caitlin Chevalier	Clinical Assistant Professor	Optometry
Dr. Rebekah Doyle	Assistant Professor	Criminal Justice
Ms. Shannon Jankowski	Instructor	English
Ms. Amanda Lamberson	Instructor	Graphic Design
Dr. John Lindsay	Clinical Assistant Professor	Optometry
Dr. Dawn Pewitt	Clinical Assistant Professor	Optometry
Dr. Seth Rich	Clinical Assistant Professor	Optometry
Dr. Bret Seamons	Clinical Assistant Professor	Optometry
Dr. Heidi Thoden	Clinical Associate Professor	Optometry
Dr. Jessica White	Clinical Assistant Professor	Optometry
Dr. Andrew Young	Clinical Assistant Professor	Optometry
Dr. Bryan Young	Clinical Assistant Professor	Optometry

E. FACULTY CHANGE OF STATUS

Dr. Daniel McNeill, Clinical Assistant Professor of Physician's Assistant Studies in the Gregg Wadley College of Science and Health Professions has rescinded his resignation effective May 28, 2021.

F. FACULTY COMPLETING A DOCTORATE

Dr. Tracy Freudenthaler, Assistant Professor of MPH in the Gregg Wadley College of Science and Health Professions has earned her Ph.D. in Health and Human Performance. Her degree was conferred on May 8, 2021, from Oklahoma State University.

Dr. Jarilyn Haney, Assistant Professor of Curriculum and Instruction in the College of Education has earned her Ph.D. in Education. Her degree was conferred on May 8, 2021, from Oklahoma State University.

G. DEATH OF FACULTY MEMBER

We regret to inform you of the death of **Dr. Frank Zeigler**, tenured Professor of Criminal Justice, in the College of Liberal Arts, on July 1, 2021. He has been employed with Northeastern State University since August 2001.

H. RETIREMENTS WITH RESOLUTIONS

Dr. Kathlyn Shahan, tenured Associate Professor of Social Work in the College of Liberal Arts has announced her retirement effective October 1, 2021. She has been employed with Northeastern State University since August 2009.

Northeastern State University

Ms. Vicki Spencer, Instructor of Accounting in the College of Business and Technology has announced her retirement effective December 31, 2021. She has been employed with Northeastern State University since August 2000.

Dr. Jitendra Tewari, tenured Professor of Marketing in the College of Business and Technology has announced his retirement effective December 31, 2021. He has been employed with Northeastern State University since August 2009.

I. RESIGNATIONS

Dr. Troy Bender, Clinical Assistant Professor and Program Director of Physician Assistant Studies in the Gregg Wadley College of Science and Health Professions has submitted his resignation effective August 13, 2021. He has been employed with Northeastern State since January 2018.

Ms. Amber Long, Instructor of Nutritional Sciences in the Gregg Wadley College of Science and Health Professions has submitted her resignation effective May 31, 2021. She has been employed with Northeastern State University since August 2017.

Dr. Jeffery Maloney, Assistant Professor of English in the College of Liberal Arts has submitted his resignation effective July 31, 2021. He has been employed with Northeastern State University since August 2018.

Dr. Min Chi Yan, tenured Associate Professor of Curriculum & Instruction in the College of Education has submitted her resignation effective August 1, 2021. She has been employed with Northeastern State University since August 2015.

II. GRANTS AND CONTACTS

The University has received notification of funding for the following proposals:

Oklahoma Inbre RPI II Role of the Mcm10 Year 2.5 of 2.5 2021.....\$62,704
Research on the Role of Mcm10 in the maintenance of genome stability. This project uses yeast and human cells to study how these conserved proteins work to protect the genome, and to study the molecular consequences when they are disrupted.
The Project Director is Dr. Sapna Das Bradoo.

Race Around The World 2020-2021.....\$24,000
Funds will be utilized for various summer camp STEM activities for students 8th through 12th grade. This camp is designed to increase college attendance and participation in STEM fields. It seeks to broaden participation of underrepresented populations in STEM fields.

Northeastern State University

The Project Director is Mrs. Barbara Fuller.

SMART Determine if Uropathogenic Klebsiella is in Bladder Cells 2021.....\$5,434

Funds will be utilized to provide insight into the mechanisms employed by bladder cells To respond to invasion by Klebsiella pneumoniae that could target for better clearance of invasive Klebsiella.

The Project Director is Dr. Janaki Iyer

SMART Investigating Diabetic Retinopathy: Cell ID & Count 2021.....\$5,990

Funds will be used to provide educational research skills for (1) student over an (8) week summer course. To understand pathology and physiology of vascular diseases present in the eye with a focus on capillaries. The project Director is Dr. Cammi Valdez

SMART Effects of carbon source on siderophore-Marine Fungi 2021.....\$3,015

Funds will be used to provide educational research skills for (1) student over an (8) week summer course. To research marine microorganisms under laboratory conditions and screen for production of siderophores. The Project Director is Dr. Jessica Martin.

SMART Determine if Mcm10 and Mrc1 interaction alter DNA 2021.....\$5,997

Funds will be used to provide (1) undergraduate student with faculty mentoring and a hands-on research opportunity toward partial fulfillment of degree requirements as well as contributing to the understanding of the functional significance of Mcm10 and Mrc1 interaction. The Project Director is Dr. Sapna Das Bradoo

Inflammatory Transcriptome Analysis in Bladder Cells 2021-2022.....\$11,976

Funds will be used to enable better insight on how different uropathogens modulate inflammatory responses in bladder cells as well as help in design of immersive curricula for undergraduate students. The Project Director is Dr. Janaki Iyer

Oklahoma Alliance for Manufacturing Excellence 2021–2021 Yr 2 of 5.....\$77,500

A grant from Oklahoma Alliance for Manufacturing Excellence/National Institute of Standards & Tech – Department of Commerce. Funds will support a Manufacturing Extension Agent working out of the NSU – BA Campus who will assist local manufacturers in various ways to make their businesses more successful. The Project Director is Ms. Jennifer Cothran

Refrigerated Shakers for NSU 2021.....\$19,442

Funds will be used to purchase (2) Thermo Scientific MaxQ 6000 shakers for the Broken Arrow NSU campus. Use of the shakers by faculty and students at NSU will be coordinated by Dr. Sean Kim and Dr. Jessica Martin. The Project Director is Dr. Jessica Martin

Northeastern State University**Targeting Oxidant Stress in Diabetic Retinopathy Using an Exercise Mimetic 2021-2022.....\$48,043**

Funds will be used to further elucidate the mechanisms of DR progression and may provide future therapeutics that target earlier intervention. This is a collaboration with OSU, which will receive \$14,960 of the total project budget. The Project Director is Dr. Cammi Valdez

SURP Summer Mentor Training Program 2021.....\$15,400

Funding will be used to purchase lab supplies necessary to complete the Summer Mentorship lab training for (8) NSU students. This project is aimed at preparing and encouraging undergraduate students to pursue careers in biomedical research or health related sciences. The Project Directors are: Dr. Sapna Das Bradoo, Dr. Nathan Green, Dr. Michael Morgan and Dr Cammi Valdez.

TABERC Summer 2021.....\$3,000

A grant from the TABERC (Tulsa Area Bioscience Education and Research Consortium). Fund will host two student interns for the summer. The Project Directors are Dr. Janaki Iyer and Dr. Sapna Das Bradoo.

49th Annual Symposium on the American Indian 2021-2022.....\$6,000

A grant from Oklahoma Humanities Council. Funds to assist with scholar fees and publicity for the 2022 Symposium. The Project Director is Ms. Sara Barnett-Nsakashalo.

Educational Talent Search – TQ Yr 1 of 5 2021-2022.....\$277,375

A grant from U. S. Department of Education. Funding will assist this program is identifying disadvantaged youths with potential for post-secondary education, encourage them to complete secondary school and undertake post-secondary educational training. This program is part of TRIO and is on the Tahlequah campus. The Project Director is Ms. Diane Walker.

Educational Talent Search – BA Yr 1 of 5 2021- 2022.....\$277,375

A grant from U. S. Department of Education. Funding will assist this program is identifying disadvantaged youths with potential for post-secondary education, encourage them to complete secondary school and undertake post-secondary educational training. This program is part of TRIO and is on the Broken Arrow campus. The Project Director is Ms. Diane Walker.

TRIO Upward Bound 2021-2022 Yr 5 of 5.....\$297,600

A grant from U. S. Department of Education. Funds will provide services and projects that increase the likelihood that students will complete high school and a program of postsecondary education as well as earn postsecondary credits in high school. This program will increase high school graduation and college-going retention and completion

Northeastern State University

rates for low-income, potentially first-generation students. The Project Director is Ms. Lisa Johnson.

Oklahoma Arts Council – Celebrating Indigenous Arts 2021-2022.....\$2,540

A grant from Oklahoma Arts Council to assist with celebration of artwork by Cherokee Series and the NSU Powwow. The purpose is not only for celebration but to provide a space for our campus and larger community to learn about the uniqueness and diversity of Indigenous cultures in a contemporary light. The Project Director is Ms. Sara Barnett.

Oklahoma Arts Council – Performing Arts Series 2021-2022.....\$4,500

A grant from Oklahoma Arts Council to assist with fees for performing artists in the 2021-22 Arts Series hosted by the Sequoyah Institute. This annual series provides opportunities for University students as well as the larger community to experience valuable arts programming. The Project Director is Dr. Robyn Pursley.

Oklahoma Arts Council – NSU Chamber Music Series 2021-2022.....\$1,495

A grant from Oklahoma Arts Council to assist with fees for performing artists in the 2021-22 Chamber Series. The series will bring professional musicians to the Tahlequah area to provide both chamber music and solo performances. Masterclasses will also be provided to area music students. The Project Director is Dr. Jeffery Wall.

Oklahoma Arts Council – 55th Green Country Jazz Festival 2021-2022.....\$4,255

A grant from Oklahoma Arts Council to assist with fees for performing artists during the 2021-22 festival. The festival provides exposure between young artists in the quad-state area and nationally recognized artists who perform at Green Country. The Project Director is Dr. Clark Gibson.

Oklahoma Arts Council – See My Ability Summer Camp 2021-2022.....\$2,500

A grant from Oklahoma Arts Council to assist with fees for artist, supplies, marketing/space to provide a four-day visual arts summer camp at no cost to children and adults with disabilities ranging in age from 12-25 in the Tulsa Metro area. A specialized curriculum in arts will be created with a gallery walkthrough on the Broken Arrow campus at the end of the program. The Project Director is Dr. Eloy Chavez.

CARES Act Supplemental Funds.....\$1,731,870

The U.S. Department of Education awarded a grant in the amount of \$1,731,870 for student support and institution support. The primary function of this award is Student and Institution Support. The principal investigator is Ms. Christy Landsaw.

Total of Grant and Contract Awards.....\$2,888,011

Northeastern State University

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'STL' with a horizontal line extending from the 'L'.

Steve Turner, Ph.D.
President

Regional University System of Oklahoma

RESOLUTION

WHEREAS, Dr. Kathlyn Shahan will retire as Associate Professor of Social Work at Northeastern State University on October 1, 2021; and

WHEREAS, Dr. Shahan has served faithfully and honorably on the Northeastern State University faculty for 12 years; and

WHEREAS, Dr. Shahan has many contributions as a faculty member which have benefitted colleagues, students, the university, and the community; and

WHEREAS, Dr. Shahan has demonstrated leadership as Chair of the Social Work Department, program coordinator of the undergraduate social work program, and made lasting contributions toward the development a Master of Social Work degree; and

WHEREAS, Dr. Shahan has served the institution by chairing the Chairs Council and through service on multiple institutional committees such as Affirmative Action Committee, Student Mentor Program, and University Academic Advising Committee; and

WHEREAS, Dr. Shahan has contributed to the field of social work through research involving adoptees, elderly populations, and indigenous peoples; and

WHEREAS, Dr. Shahan is a well-respected teacher who is dedicated to her students; and

WHEREAS, through her commitment to the highest ideals of her profession, Dr. Shahan is deserving of special recognition for the influence she has had on NSU, her colleagues, social work educators and majors, and the children and families of our state and nation; and

NOW THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **Dr. Kathlyn Shahan** the honorary title of “**Associate Professor of Social Work Emeritus**” and extends to her an expression of commendation and appreciation for her contributions to the success of Northeastern State University and wish for her continued prosperity, good health, and a feeling of satisfaction so rightly deserved by one who has served so faithfully and honorably as an educator for the students of Oklahoma; and

BE IT FURTHER RESOLVED that this Resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to Dr. Kathlyn Shahan in Tahlequah, Oklahoma.

ADOPTED by the Regional University System of Oklahoma this 10th day of September, 2021.

Regent Connie Reilly, Chair
Regional University System of Oklahoma

ATTEST:

Regent Amy Anne Ford, Secretary
Regional University System of Oklahoma

Regional University System of Oklahoma

RESOLUTION

WHEREAS, Mrs. Vicki Spencer will retire as Instructor of Accounting at Northeastern State University on December 31, 2021; and

WHEREAS, Mrs. Spencer has served faithfully and honorably on the Northeastern State University faculty for 21 years; and

WHEREAS, Mrs. Spencer has many contributions as a faculty member which have benefitted colleagues, students, the university, and the community; and

WHEREAS, Mrs. Spencer has demonstrated leadership by re-establishing the Tahlequah Accounting Society and served as the president and secretary/treasurer of Eastern Chapter of Oklahoma Society of CPAs. She received the 2012 Oklahoma Distinguished CPA award from the Oklahoma Society of CPAs recognizing her community involvement, professionalism and activism in the field of accounting and finance; and

WHEREAS, Mrs. Spencer has shown her dedication to the profession by maintaining her CPA license and offering accounting, tax, bank reconciliations, and consulting services to local companies and nonprofit entities; and

WHEREAS, Mrs. Spencer has served the institution by coordinating internships for the Department of Accounting and Finance, serving on Miss NSU, Parking, and Puttin' Down Roots Committee at NSU, and co-sponsoring NSU's Accounting Society; and

WHEREAS, Mrs. Spencer is a committed teacher who supports the work of students and colleagues; and

WHEREAS, through her commitment to the highest ideals of her profession, Mrs. Spencer is deserving of special recognition for the influence she has had on NSU, her colleagues, accounting educators and majors, area businesses, and the children and families of our state and nation; and

NOW THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **Mrs. Vicki R. Spencer** the honorary title of "**Instructor of Accounting Emeritus**" and extends to her an expression of commendation and appreciation for her contributions to the success of Northeastern State University and wish for her continued prosperity, good health, and a feeling of satisfaction so rightly deserved by one who has served so faithfully and honorably as an educator for the students of Oklahoma; and

BE IT FURTHER RESOLVED that this Resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to Mrs. Vicki Spencer in Tahlequah, Oklahoma.

ADOPTED by the Regional University System of Oklahoma this 10th day of September, 2021.

Regent Connie Reilly, Chair
Regional University System of Oklahoma

ATTEST:

Regent Amy Anne Ford, Secretary
Regional University System of Oklahoma

Regional University System of Oklahoma

RESOLUTION

WHEREAS, Dr. Jitendra Tewari will retire as Professor of Marketing at Northeastern State University on December 31, 2021; and

WHEREAS, Dr. Tewari has served faithfully and honorably on the Northeastern State University faculty for 12 years; and

WHEREAS, Dr. Tewari has many contributions as a faculty member which have benefitted colleagues, students, the university, and the community; and

WHEREAS, Dr. Tewari has demonstrated outstanding leadership as Chair of the Marketing, Hospitality, and Supply Chain Department; and

WHEREAS, Dr. Tewari has shown his dedication to the profession by serving on multiple college committees including faculty mentoring, search committees, testing and integrity committees, curriculum committee, assessment committee, and leadership committee; and

WHEREAS, Dr. Tewari has served the institution on the Tulsa Transfer Partnership Committee; and

WHEREAS, Dr. Tewari is a committed teacher who supports the work of students and colleagues; and

WHEREAS, through his commitment to the highest ideals of his profession, Dr. Tewari is deserving of special recognition for the influence he has had on NSU, his colleagues, marketing educators and majors, area businesses, and the children and families of our state and nation; and

NOW THEREFORE, BE IT RESOLVED that the Regional University System of Oklahoma bestows upon **Dr. Jitendra Tewari** the honorary title of “**Professor of Marketing Emeritus**” and extends to him an expression of commendation and appreciation for his contributions to the success of Northeastern State University and wish for him continued prosperity, good health, and a feeling of satisfaction so rightly deserved by one who has served so faithfully and honorably as an educator for the students of Oklahoma; and

BE IT FURTHER RESOLVED that this Resolution be entered into the official minutes of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to Dr. Jitendra Tewari in Tahlequah, Oklahoma.

ADOPTED by the Regional University System of Oklahoma this 10th day of September, 2021.

Regent Connie Reilly, Chair
Regional University System of Oklahoma

ATTEST:

Regent Amy Anne Ford, Secretary
Regional University System of Oklahoma

August 27, 2021

Regional University System of Oklahoma
Landmark Towers
3555 NW 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The agenda items of Southwestern Oklahoma State University are as follows:

I. PERSONNEL

A. RETIREMENTS with Emeritus Status

Dr. **Ruth Boyd** will retire from her position as Vice President for Student Affairs effective October 1, 2021.

B. FACULTY HIRES

Ms. **Kaytlin Froneberger** has been appointed to a non-tenure track position as Instructor in the Department of Nursing in the School of Nursing and Allied Health Sciences in the College of Professional and Graduate Studies at Southwestern Oklahoma State University effective August 11, 2021. Her salary for the nine-month appointment will be \$57,841.00. Ms. Froneberger earned a Bachelor of Science in Nursing from the University of Central Oklahoma and a Master of Science in Nursing from Southwestern Oklahoma State University.

Ms. **Samantha Kennedye** has been appointed to a non-tenure track position as Instructor in the Department of Nursing in the School of Nursing and Allied Health Sciences in the College of Professional and Graduate Studies at Southwestern Oklahoma State University effective August 11, 2021. Her salary for the nine-month appointment will be \$57,841.00. Ms. Kennedye earned a Bachelor of Science in Nursing from Belmont University and a Master of Science in Nursing from Oklahoma City University.

Mr. **Chris Stufflebean** has been appointed to a non-tenure track position as Instructor and Radiologic Technology Director in the Department of Allied Health Sciences in the School of Nursing and Allied Health Sciences in the College of Professional and Graduate Studies at Southwestern Oklahoma State University effective August 11, 2021. His salary for the nine-month appointment will be \$64,151.00. Mr. Stufflebean earned an Associate of Applied

Southwestern Oklahoma State University

Science in Radiology Technology; a Bachelor of Science in Business Administration and a Master of Business Administration from Southwestern Oklahoma State University.

Dr. **Brian Bozell** has been appointed to a voluntary Assistant Professor position in Pharmacy Practice in the College of Pharmacy at Southwestern Oklahoma State University effective June 1, 2021. He will be involved in precepting College of Pharmacy students in the experiential program. His appointment will be for twelve months. This is a continuing appointment that automatically renews each year. Dr. Bozell earned a Doctor of Pharmacy from Southwestern Oklahoma State University.

Dr. **Damini Patel** has been appointed to a voluntary one-year temporary position as Instructor in the Department of Pharmacy Practice in the College of Pharmacy at Southwestern Oklahoma State University effective July 1, 2021. She will be involved in didactic teaching and precepting College of Pharmacy students in the experiential program. Her appointment will be for twelve months. Dr. Patel earned a Bachelor of Science in Biochemistry from Christian Brothers University and a Doctor of Pharmacy from University of Tennessee Health Science Center.

Ms. **Katherine Tennison** has been appointed to a tenure track position as Collection Management & Technical Services Librarian in the Department of Library at Southwestern Oklahoma State University effective August 11, 2021. Her salary for the twelve-month appointment will be \$51,778.00. Ms. Tennison earned a Bachelor of Science in Business Administration from Rogers State University, a Master of Science in Business Administration from Southern Nazarene University and a Masters in Library and Information Studies from the University of Oklahoma.

II. PURCHASE AGENDA**Informational Items in excess of \$50,000:**

Vendor	Description:	Amount:	Fund:
Weatherford Hospital Authority (BPO 1183) (Contract for student nursing services)		\$79,984.00	E&G
CORE-Mark Mid Continent (BPO 1006, 1116) (Snack food for resale)		\$ 86,000.00	Auxiliary
LimeLight Productions (BPO 1292) (Panorama Series entertainment – Colin Jost)		\$ 86,500.00	Auxiliary

Southwestern Oklahoma State University

III. GRANTS, CONTRACTS AND COOPERATIVE AGREEMENTS

SWOSU has received confirmation of thirty (30) grants for a total amount of **\$11,917,763**. A profile of these awards is presented below:

A. Elucidating the Structure and Biochemical Properties of Carbonic Anhydrases from Photobacterium profundum and Streptococcus sanguinis for Biological Carbon Capture and Sequestration \$4,095

The Oklahoma State University Established Program to Stimulate Competitive Research (EPSCoR) through the Board of Regents for the University of Oklahoma awarded a grant called "Elucidating the Structure and Biochemical Properties of Carbonic Anhydrases from Photobacterium profundum and Streptococcus sanguinis for Biological Carbon Capture and Sequestration" in the amount of \$4,095. The primary function of this award is research. The principal investigator is **Dr. Vijay Somalinga**.

B. SAGE STEAM Camp \$5,600

The City of Weatherford Hotel/Motel Tax Commission awarded a grant called "SAGE STEAM Camp" in the amount of \$5,600. The primary function of this award is community service. The principal investigator is **Dr. Lisa Appeddu**.

C. Academic Support Center Grant Application to the SWOSU Foundation for 2021-2022 Activities \$13,530

The Southwestern Oklahoma State University Foundation awarded a grant called "Academic Support Center Grant Application to the SWOSU Foundation for 2021-2022 Activities" in the amount of \$13,530. The primary function of this award is academic service. The principal investigator is **Dr. Wendy Yoder**.

D. CARES Act SWOSU Part 2 for Institutions \$5,061,600

The United States Department of Education awarded a grant called "CARES Act SWOSU Part 2 for Institutions" in the amount of \$5,061,600. The primary function of this award is institutional support. The principal investigator is **Ms. Brenda Burgess**.

E. CARES Act SWOSU Student Aid Portion \$5,346,677

The United States Department of Education awarded a grant called "CARES Act SWOSU Student Aid Portion" in the amount of \$5,346,677. The primary function of this award is institutional support. The principal investigator is **Ms. Brenda Burgess**.

F. ICWA Partnership Grant –Research, Data, and Evaluation Chair \$5,655

The Oklahoma Department of Human Services through the Indian Child Welfare Act awarded a grant called "ICWA Partnership Grant –Research, Data, and Evaluation Chair" in the amount of \$5,655. The primary function of this award is research. The principal investigator is **Dr. Amy Barnett**.

Southwestern Oklahoma State University

G. National Science Foundation Division of Chemistry: Socially-Sustainable Solutions for Water, Carbon, and Infrastructure Resilience in Oklahoma \$70,849

OK-EPSCoR, through the National Science Foundation Act awarded a grant called "National Science Foundation Division of Chemistry: Socially-Sustainable Solutions for Water, Carbon, and Infrastructure Resilience in Oklahoma" in the amount of \$70,849. The primary function of this award is research. The principal investigator is **Dr. Tim Hubin**.

H. SAGE STEAM Camp \$5,000

The Oklahoma IDEa Network for Biomedical Research Excellence (INBRE) awarded a grant called "SAGE STEAM Camp" in the amount of \$5,000. The primary function of this award is community service. The principal investigator is **Dr. Lisa Appeddu**.

I. Summer Undergraduate Research Program \$2,200

The Oklahoma IDEa Network for Biomedical Research Excellence (INBRE) awarded a grant called "Summer Undergraduate Research Program" in the amount of \$2,300. The primary function of this award is community service. The principal investigator is **Dr. Andrew Bigley**.

J. SURP: Application of 1D and 2D 300 MHz NMR Techniques to the Structure Elucidation of Cholesterol and Cholesterol Derivatives \$2,200

OK-INBRE awarded a grant called "SURP: Application of 1D and 2D 300 MHz NMR Techniques to the Structure Elucidation of Cholesterol and Cholesterol Derivatives" in the amount of \$2,200. The primary function of this award is research. The principal investigator is **Dr. David Martyn**.

K. SURP: Dynamic Resolution of α -Amino Acids \$2,200

OK-INBRE awarded a grant called "SURP: Dynamic Resolution of α -Amino Acids" in the amount of \$2,200. The primary function of this award is research. The principal investigator is **Dr. Trevor Ellis**.

L. SURP: Two Students \$4,400

OK-INBRE awarded a grant called "SURP: 2 students" in the amount of \$4,400. The primary function of this award is research. The principal investigator is **Dr. Tim Hubin**.

M. SURP: Elucidating the Structural and Biochemical Properties of a Putative Enamine Deaminase and a Putative amino acid Binding Protein from a Pathobiont, *Streptococcus sanguinis* \$2,200

OK-INBRE awarded a grant called "SURP: Elucidating the Structural and Biochemical Properties of a Putative Enamine Deaminase and a Putative amino acid Binding Protein from a Pathobiont, *Streptococcus sanguinis*" in the amount of \$2,200. The primary function of this award is research. The principal investigator is **Dr. Vijay Somalinga**.

Southwestern Oklahoma State University

N. SURP: Determination of pKa's of Glycine Metal Complexes \$2,200
OK-INBRE a grant called "SURP: Determination of pKa's of Glycine Metal Complexes in the amount of \$5,655. The primary function of this award is research. The principal investigator is **Dr. Jon Henrikson**.

O. Developing New Experiential Activity in Virology and Mycology for Undergraduate Microbiology Programs \$14,205
OK-INBRE awarded a grant called "Developing New Experiential Activity in Virology and Mycology for Undergraduate Microbiology Programs" in the amount of \$14,205. The primary function of this award is research. The principal investigator is **Dr. Vijay Somalinga**.

P. Learning Molecular Characterization Techniques of Biomedical Polymers and Materials \$13,833
OK-INBRE through the National Institute of Health awarded a grant called "Learning Molecular Characterization Techniques of Biomedical Polymers and Materials" in the amount of \$13,833. The primary function of this award is research. The principal investigator is **Dr. Douglas Linder**

Q. Robust and High-Data-Rate Hybrid RF/Optical Communications for Lunar Missions – Ekin \$2,761
The **National Aeronautics and Space Administration (NASA)** awarded a grant called "Robust and High-Data-Rate Hybrid RF/Optical Communications for Lunar Missions – Ekin" in the amount of \$2,761. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**

R. Robust and High-Data-Rate Hybrid RF / Optical Communications for Lunar Missions – Ekin \$1,904
The **Oklahoma State Regents for Higher Education (OSRHE)** through NASA awarded a grant called "Robust and High-Data-Rate Hybrid RF/Optical Communications for Lunar Missions – Ekin" in the amount of \$1,904. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**

S. NASA Oklahoma Space Grant Consortium \$56,000
NASA awarded a grant called "NASA Oklahoma Space Grant Consortium" in the amount of \$56,00. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**.

T. NASA Oklahoma EPSCoR Research Infrastructure Development (RID) \$3,819
The **Oklahoma State Regents for Higher Education** through NASA awarded a grant called "NASA Oklahoma EPSCoR Research Infrastructure Development (RID)" in the amount of \$3,819. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**.

Southwestern Oklahoma State University

U. NASA Oklahoma EPSCoR Research Infrastructure Development (RID) \$3,819

NASA awarded a grant called "NASA Oklahoma EPSCoR Research Infrastructure Development (RID)" in the amount of \$3,819. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**.

V. Engineering Thin Film Solar Cells for Radiation Harness, Lifetime, and Efficiency \$1,910

The **Oklahoma State Regents for Higher Education** through **NASA** awarded a grant called "Engineering Thin Film Solar Cells for Radiation Harness, Lifetime, and Efficiency" in the amount of \$1,910. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**.

W. Engineering Thin Film Solar Cells for Radiation Harness, Lifetime, and Efficiency \$1,910

NASA awarded a grant called "Engineering Thin Film Solar Cells for Radiation Harness, Lifetime, and Efficiency" in the amount of \$1,910. The primary function of this award is research. The principal investigator is **Ms. Madeline Baugher**.

X. Development of Small Molecule Inhibitors Targeting Cancer Metabolism \$55,697

OK-INBRE through the National Institute of Health awarded a grant called "Development of Small Molecule Inhibitors Targeting Cancer Metabolism" in the amount of \$55,697. The primary function of this award is research. The principal investigator is **Dr. Horrick Sharma**.

Y. SWOSU Upward Bound \$450,677

The **United States Department of Education** awarded a grant called "SWOSU Upward Bound" in the amount of \$450,677. The primary function of this award is academic service. The principal investigator is **Ms. Jamie Novey**.

Z. 51st Jazz Festival \$3,000

The **Oklahoma Arts Council** called "51st Jazz Festival" in the amount of \$3,000. The primary function of this award is instruction. The principal investigator is **Dr. Richard Tirk**.

AA. CARES Act Southwestern Oklahoma State University SIP \$547,322

The **United States Department of Education** awarded a grant called "CARES Act Southwestern Oklahoma State University" in the amount of \$547,322. The primary function of this award is academic service. The principal investigator is **Ms. Brenda Burgess**.

BB. Partnership Recognition Program FY21 \$500

The **Oklahoma State Regents for Higher Education** awarded a grant called "Partnership Recognition Program FY21" in the amount of \$500. The primary function of this award is community service. The principal investigator is **Mr. Doug Misak**.

Southwestern Oklahoma State University

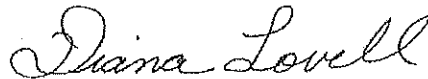
CC. Establishing an Oklahoma Collegiate Farm Bureau Chapter at SWOSU \$5,000

The **Oklahoma Farm Bureau** awarded a grant called "Establishing an Oklahoma Collegiate Farm Bureau Chapter at SWOSU" in the amount of \$5,000. The primary function of this award is community service. The principal investigator is **Dr. Amanda Evert**.

DD. Improving the Health of Americans through the Prevention and Management of Diabetes, Heart Disease, and Stroke \$227,000

The **Oklahoma State Department of Health** awarded a grant called "Improving the Health of Americans through the Prevention and Management of Diabetes, Heart Disease, and Stroke" in the amount of \$227,000. The primary function of this award is public service. The principal investigator is **Dr. Aimee Henderson**.

Respectfully submitted,



Diana Lovell
President

**BOARD OF REGENTS OF THE
REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA
RESOLUTION**

WHEREAS, Dr. Ruth Boyd will retire from Southwestern Oklahoma State University on October 1, 2021; and,

WHEREAS, Dr. Ruth Boyd has had a prestigious career for 17 years in higher education in Oklahoma while at Southwestern Oklahoma State University; and,

WHEREAS, Dr. Ruth Boyd has served with distinction as Vice President of the Student Affairs Division at Southwestern Oklahoma State University; and,

WHEREAS, Dr. Ruth Boyd has provided invaluable service in the Department of Education at Southwestern Oklahoma State University; and,

WHEREAS, Dr. Ruth Boyd has demonstrated dedication to her profession by exhibiting excellence in teaching and administration; and

WHEREAS, Dr. Ruth Boyd is deserving of special recognition for her loyal and faithful service to the University.

NOW, THEREFORE, BE IT RESOLVED that the Board of Regents of the Regional University System of Oklahoma bestows upon Dr. Ruth Boyd the honorary title of "Vice President for Student Affairs Emeritus" and extends to her an expression of commendation and appreciation for her many contributions to the success of Southwestern Oklahoma State University and wishes for her continued health and happiness and a feeling of joy and satisfaction which rightfully comes to a person who has served so faithfully and honorably in the education profession of Oklahoma; and,

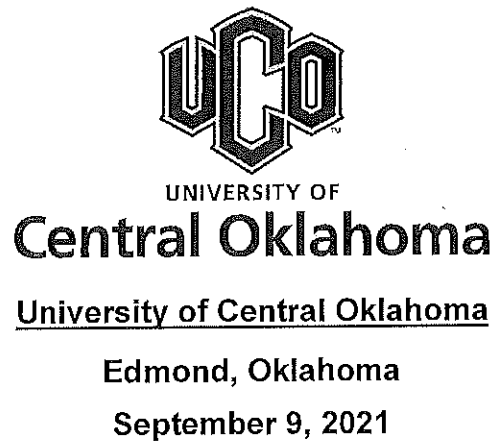
BE IT FURTHER RESOLVED, that this resolution be entered into the official minutes of the Board of Regents of the Regional University System of Oklahoma and a copy, signed by the Chair of the Board, be forwarded to Dr. Ruth Boyd at Weatherford, Oklahoma.

ADOPTED by the Board of Regents of the Regional University System of Oklahoma this 10th day of September 2021.

Connie Reilly, Chair
Board of Regents of the
Regional University System of Oklahoma

Attest:

Amy Anne Ford
Secretary



Board of Regents Regional University System of Oklahoma
Landmark Towers
3555 N.W. 58th St., Suite 320
Oklahoma City, OK 73112

Dear Board Members:

The recommendations of the University of Central Oklahoma are as follows:

I. PERSONNEL

A. Administrative Appointments

Dr. Robert Brennan has been appointed as **Associate Dean of the College of Mathematics and Science**. His appointment, effective July 1, 2021, is at an annual salary of \$121,803.

Dr. Brennan's degrees are: Ph.D. (2004), Medical Sciences, Texas A&M University Health Sciences Center, College Station, TX; M.S. (1997), Veterinary Medical Science, Louisiana State University, Baton Rouge, LA; and B.S. (1993), Biology, University of South Dakota, Vermillion, SD.

His professional experiences include: Interim Associate Dean (1), Chair (3), Interim Chair (2), Professor (2), Associate Professor (4), and Assistant Professor (5), University of Central Oklahoma, Edmond, OK.

Dr. Donna Cobb has been appointed as **Associate Vice President for Academic Affairs**. Her appointment, effective August 1, 2021, is at an annual

salary of \$143,452.49.

Dr. Cobb's degrees are: Ed.D. (1991), Higher Education, Oklahoma State University, Stillwater, OK; M.Ed. (1977) and B.S. Ed. (1976), Health and Physical Education, East Central University, Ada, OK.

Her professional experiences include: Dean (1.5), Interim Dean (0.5), Associate Dean (7.5), Assistant Dean (8.5), Department Chair (11.5), Interim Chair (1), Professor (19), and Associate Professor (8); University of Central Oklahoma, Edmond, OK. Associate Professor of Education (12), Women's Tennis Coach and Instructor (10), and Graduate Assistant (1), East Central University, Ada, OK; and Substitute Teacher (0.5). Duncan Public Schools, Duncan, OK.

Dr. Jerel Cowan has been appointed as **Interim Assistant Dean** of the **College of Education and Professional Studies**. His appointment, effective August 1, 2021, is at an annual salary of \$92,460.81.

Dr. Cowan's degrees are: Ph.D. (2009), Environmental Science, and M.S. (2004), Health, Physical Education, and Leisure, Oklahoma State University, Stillwater, OK; and B.S. (2000), Recreation Management, University of Central Oklahoma, Edmond, OK.

His professional experiences include: Professor (4), Associate Professor (4), Assistant Professor (4), Instructor (5), Adjunct (1), and Wellness Center Program Coordinator (0.5), University of Central Oklahoma, Edmond, OK;

Dr. Bryan Duke has been appointed as **Interim Dean** of the **College of Education and Professional Studies**. His appointment, effective August 1, 2021, is at an annual salary of \$122,760.

Dr. Duke's degrees are: Ph.D. (2003), Instructional Psychology and Technology, University of Oklahoma, Norman, OK; and M.Ed. (1995), Secondary Education, and B.A. Ed. (1991), English, University of Central Oklahoma, Edmond, OK.

His professional experiences include: Associate Dean (1.5), Interim Associate Dean (0.5), Assistant Dean and Director of Educator Preparation (7.5), Chair (2), Professor (9), Associate Professor (4), Assistant Professor (4), and Instructor (2), Department of Educational Sciences, Foundations and Research, College of Education and Professional Studies, University of Central Oklahoma, Edmond, OK; English and Drama Teacher (7), Westmoore High School, Assistant Principal (1), Moore West Junior High School, and Night

Alternative Education Assistant Director (3), Vista Academy, all in Moore, OK.

Dr. Darla Fent-Kelly has been appointed as **Interim Associate Dean** of the **College of Education and Professional Studies**. Her appointment, effective August 1, 2021, is at an annual salary of \$111,184.

Dr. Fent-Kelly's degrees are: Ed.D. (1997), Higher Education, Oklahoma State University, Stillwater, OK; M.S. (1983), Education, Baylor University, Waco, TX; and B.S. (1982), Physical Education, Oklahoma City University, Oklahoma City, OK.

Her professional experiences include: Assistant Dean (6), Professor (8), Associate Professor (4), and Assistant Professor (5), University of Central Oklahoma, Edmond, OK; Chairperson (2), Associate Professor (4), Assistant Professor (5), and Instructor (2), Oklahoma City University, Oklahoma City, OK; Graduate Teaching Assistant (2), Oklahoma State University, Stillwater, OK; Teacher (3), Heritage Hall School, Oklahoma City, OK; Teacher (1), Choctaw High School, Choctaw, OK; and Graduate Teaching Assistant (1), Baylor University, Waco, TX.

Dr. Matthew Hollrah has been appointed as **Associate Dean** of the **Jackson College of Graduate Studies and University College**. His appointment, effective August 23, 2021, is at an annual salary of \$109,622.

Dr. Hollrah's degrees are: Ph.D. (2005), English and Literature, University of Kansas, Lawrence, KS; M.F.A. (2000), Creative Writing, Western Michigan University, Kalamazoo, MI; and B.A. (1995), English, Oklahoma State University, Stillwater, OK.

His professional experiences include: Department Chair (4.5), Professor (5), Associate Professor (4), and Assistant Professor (5), University of Central Oklahoma, Edmond, OK; Assistant Professor (1), University of Pittsburgh, Bradford, PA; Lecturer (1) and Graduate Teaching Assistant (5), University of Kansas, Lawrence, KS; and Graduate Teaching Assistant (3), Western Michigan University, Kalamazoo, MI.

Ms. Jill Priest has been appointed as **Associate Dean** of the **College of Fine Arts and Design**. Her appointment, effective August 1, 2021, is at an annual salary of \$111,184.00.

Ms. Priest's degrees are: M.F.A. (2000), Dance, Texas Woman's University, Denton, TX; and B.A. (1996), Dance Education, University of Central

Oklahoma, Edmond, OK.

Her professional experiences include: Chair (4), Interim Chair (1), Professor (4), Associate Professor (4), Assistant Professor (4), and Lecturer (2), University of Central Oklahoma, Edmond, OK; and Assistant Professor (3) and Instructor (1), Northeastern State University, Tahlequah, OK.

B. Faculty Appointments

College of Business

Dr. Mark Reavis has been appointed as an **Assistant Professor** in the **Department of Finance**. This is a full-time, tenure-track appointment, effective August 9, 2021.

Dr. Reavis' degrees are: Ph.D. (2014), Business Administration, Northcentral University, Prescott Valley, AZ; M.B.A. (2005), Business Administration, Texas A&M University – Texarkana, Texarkana, TX; and B.A. (1987), Business Administration, Ouachita Baptist University, Arkadelphia, AR.

His professional experiences include: Assistant Professor (3), University of Central Arkansas, Conway, AR; Assistant Professor (5), and Visiting Assistant Professor (1) Arkansas Tech University, Russellville, AR; Adjunct (5), Texas A&M University – Texarkana, Texarkana, TX; Senior Vice President and Commercial Loan Officer (5), Bank of the Ozarks, Texarkana, TX; Vice President of Commercial Lending (9), and Management Trainee, Consumer Loan Officer, AVP & Branch Manager (2), Regions Bank, Texarkana, AR; and Credit Manager (2), Haverty Furniture Company, Little Rock, AR.

Dr. Reavis will be paid an annual salary of \$122,000.

College of Education and Professional Studies

Dr. Margaret Horner has been appointed as a **(Blended) Lecturer** in the **Department of Psychology**. This is a full-time, non-tenure-track appointment, effective August 9, 2021.

Dr. Horner's degrees are: Ph.D. (2015), and M.S. (2008), Psychology, Texas A&M University – College Station, College Station, TX; and B.A. (2005), Psychology, University of Oklahoma, Norman, OK.

Her professional experiences include: Adjunct (3), Blinn College, Brenham, TX; Graduate Student Instructor (3.5), and Teaching Assistant (4.5), Texas

A&M University – College Station, College Station, TX.

Dr. Horner will be paid an annual salary of \$41,400.

Dr. Alicia Welch has been appointed as an **Assistant Professor** in the **Department of Educational Sciences, Foundations, and Research**. This is a full-time, tenure-track appointment, effective August 9, 2021.

Dr. Welch's degrees are: Ph.D. (2020), Educational Psychology, University of Georgia, Athens, GA; M.Ed. (2009), Higher Education, University of North Texas, Denton, TX; and B.M. (2005), Music Performance, University of Louisiana-Lafayette, Lafayette, LA.

Her professional experiences include: Strategic Planning Analyst (5), and Adjunct (1), University of West Georgia, Carrollton, GA; Graduate Assistant (3), University of Georgia, Athens, GA; and Academic Counselor (2), University of North Texas, Denton, TX.

Dr. Welch will be paid an annual salary of \$56,477.

College of Fine Arts and Design

Dr. Cara Dehnert has been appointed as a **Lecturer** in the **Academy of Contemporary Music**. This is a full-time, non-tenure-track appointment, effective August 16, 2021.

Dr. Dehnert's degrees are: J.D. (2007), University of Kansas School of Law, Lawrence, KS; M.A.M. (2010), Art Management, Columbia College Chicago, Chicago, IL; and B.A. (2002), Journalism and Professional Writing, University of Oklahoma, Norman, OK.

Her professional experiences include: Adjunct (1), University of Central Oklahoma, Edmond, OK; Associate Professor (4), Columbia College Chicago, Chicago, IL; and Attorney (3), Lawyers for the Creative Arts, Chicago, IL.

Dr. Dehnert will be paid an annual salary of \$41,400.

Mr. Jamison Rhoads has been appointed as an **Associate Professor** in the **Department of Theatre Arts**. This is a full-time, tenure-track appointment, effective August 9, 2021.

Mr. Rhoads' degrees are: M.F.A. (2001), Theater Design, Temple University,

Philadelphia, PA; and B.A. (1996), Fine Arts, Wichita State University, Wichita, KS.

His professional experiences include: Associate Professor (3.5), North Greenville University, Tigerville, SC; Assistant Professor (4) Newman University, Wichita, KS; Lead Instructor (0.5), Interlochen Center for the Arts, Interlochen, MI; Technical Director (11), Cowley College, Arkansas City, KS; Assistant Professor (2), University of New Orleans, New Orleans, LA; Technical Director (1), Tufts University, Middlesex County, MA; and Instructor (2), Temple University, Philadelphia, PA.

Mr. Rhoads will be paid an annual salary of \$59,258.93.

College of Liberal Arts

Dr. Amanda Putnam has been appointed as **Associate Professor and Chair** of the **Department of English**. This is a full-time, tenure-track appointment, effective August 1, 2021.

Dr. Putnam's degrees are: Ph.D. (1999), English, University of Nebraska, Lincoln, NE; M.A. (1995) and B. A (1992), English, Marquette University, Milwaukee, WI.

Her professional experiences include: Department Chairperson (6.5), Associate Professor (16), and Assistant Professor (6), Roosevelt University, Chicago, IL.

Dr. Putnam will be paid an annual salary of \$71,974.64.

C. Temporary Faculty Appointments

1) Visiting Assistant Professor

College of Business

Dr. Justin Keeler	Management
Dr. Christopher Mondy	Information Systems & Operations Management

College of Education and Professional Studies

Dr. Christopher Berger	Kinesiology & Health Studies
Dr. Kara Stone	Kinesiology & Health Studies

College of Fine Arts and Design

Mr. Michael Diaz Art

College of Liberal Arts

Dr. Jeaneen Canfield English
Dr. Megan Whitley English
Dr. Daniel Berkhout History & Geography
Dr. William Lamberton Sociology, Gerontology, & Substance Abuse Studies

College of Mathematics and Science

Dr. Elham Azadfar Engineering & Physics
Dr. Maha El Hachi Nursing
Dr. Carie Strauch Nursing

2) Visiting Instructor

College of Business

Mr. Jerome Kirtley Information Systems & Operations Management

College of Fine Arts and Design

Mr. William Repavich Music

College of Mathematics and Science

Mr. Chi San Lau Computer Science

3) Artist-in-Residence

College of Fine Arts and Design

Mr. Michael Esperanza Dance
Ms. Gia Rose Design
Ms. Kassie Carroll-Downey Music

4) Temporary Lecturer

College of Education and Professional Studies

Ms. Leslie Vick Kinesiology & Health Studies

College of Liberal Arts

Ms. Sherry Mason Sociology, Gerontology, & Substance Abuse Studies

College of Mathematics and Science

Ms. Kasie Howland Nursing
Ms. Rebecca Westfall Nursing

D. Deaths

Dr. Mark Maddy, Professor in the **Department of Educational Sciences, Foundations, and Research**, passed away on July 3, 2021. Dr. Maddy had served the University of Central Oklahoma in a full-time capacity since 2009.

E. Resignations

Dr. Susan Benson, Associate Professor in the **Donna Nigh Department of Advanced Professional and Special Services**, has resigned her position, effective December 31, 2021. Dr. Benson has served the University of Central Oklahoma in a full-time capacity since 2014.

Dr. Yaniv Cohen, Lecturer in the **Department of Biology**, has resigned his position, effective July 30, 2021. Dr. Cohen has served the University of Central Oklahoma in a full-time capacity since January 2021.

Dr. Karen Manna, Assistant Professor in the **Department of Modern Languages**, has resigned her position, effective July 27, 2021. Dr. Manna has served the University of Central Oklahoma in a full-time capacity since 2018.

II. Executive Summary of Awards

Following are the new contracts that have been awarded since the last Board Letter:

Jun 2021

Health Promotion Grant, \$79,394

Areawide Aging Agency

7/01/21 – 6/30/22

CFDA#93.043

Larissa Boyd, College of Education and Professional Services

This award will fund the Stay Active & Independent for Life (SAIL) program at the University of Central Oklahoma. This program is designed to increase the strength and balance of adults over the age of 65 who reside in Oklahoma, Logan, Cleveland, and Canadian counties. Classes will be delivered by UCO students virtually and in person.

INBRE--Release Time – E coli Dihydrodipicolinate Synthase, \$14,747

OK-INBRE

8/01/21 – 12/31/21

Lilian Chooback, College of Math and Science

This award will fund Dr. Chooback's release time for research in the development of a new antibacterial drug.

Identification of Candidate Loci Associated with Gypsum Soil Adaptation, \$23,660
Oklahoma Center for the Advancement of Science and Technology

7/01/21 – 6/30/22

Jennifer Messick, College of Math and Science

Funding from this grant will investigate the evolution of gypsum soil tolerance using four species. Understanding how plants thrive in this extreme soil type could have future implications for agricultural crop plants.

INBRE Summer Undergraduate Program, \$4,400

OK-INBRE

5/01/21 – 8/15/21

Mohammad Hossan, College of Math and Science

This grant will help fund summer research projects for two of Dr. Hossan's students.

INBRE Summer Undergraduate Program, \$4,400

OK-INBRE

5/01/21 – 8/15/21

Hari Kotturi, College of Math and Science

This grant will help fund summer research projects for two of Dr. Kotturi's students.

INBRE Summer Undergraduate Program, \$2,200

OK-INBRE

5/01/21 – 8/15/21

Christina Hendrickson, College of Math and Science

This grant will help fund a summer research project for one of Dr. Hendrickson's students.

INBRE Summer Undergraduate Program, \$4,400

OK-INBRE

5/01/21 – 8/15/21

Nikki Seagraves, College of Math and Science

This grant will help fund summer research projects for two of Dr. Seagraves' students.

INBRE Summer Undergraduate Program, \$4,400

OK-INBRE

5/01/21 – 8/15/21

Morshed Khandaker, College of Math and Science

This grant will help fund summer research projects for two of Dr. Khandaker's students.

INBRE Summer Undergraduate Program, \$2,200

OK-INBRE

5/01/21 – 8/15/21

Melville Vaughn, College of Math and Science

This grant will help fund a summer research project for one of Dr. Vaughn's students.

Heavener Project, \$3,000

WatersEdge Foundation

6/01/21 – 7/31/21

Randall Ice, College of Business

Funding from this grant will be used to research the origins and possible creator of the Heavener Runestone in Heavener, Oklahoma. Information gathered will be useful to the historic site and could help those trying to maintain the location and generate needed economic activity in Heavener.

INBRE Program Coordinator, \$67,727

National Institutes of Health (Pass-through OUHSC)

5/01/21 – 4/30/22

Melville Vaughn, College of Math and Science

Funding from this grant will enable Dr. Vaughan to serve as the OK-INBRE Program Coordinator for 2021-2022 and help support his INBRE-related research.

Optical Coherence Vibrometry Guided Design, \$66,095

National Institutes of Health (Pass-through OUHSC)

5/01/21 – 10/31/21

Scott Mattison, College of Math and Science

Funding from this grant will provide insight into the role played by the interaction between passive and active elements of the inner ear. These results will lay groundwork for improved treatments of pathologies of the inner ear, including deafness and presbycusis.

Flow Analysis Bioresorbable, \$72,417

National Institutes of Health (Pass-through OUHSC)

5/01/21 – 10/31/21

Mohammad Hossan, College of Math and Science

Funding from this grant will be used in the design and development of bioresorbable PEDs that will control aneurysm-specific hemodynamic parameters and degrade after insertion into the body.

INBRE Equipment Grant, \$23,890

OK-INBRE

5/01/21 – 4/30/22

Chris Goodchild, College of Math and Science

Funds from this grant will be used to purchase a Field Metabolic System for measuring metabolic rates. The equipment will be applied to diverse lines of scientific inquiry relevant to biomedical research.

Outcomes and Data, \$18,169

Developmental Disabilities Council of Oklahoma

6/25/21 – 9/30/21

Michelle Johnson, Adult Education, and Safety Sciences

Funding from this grant will aid the University of Central Oklahoma in reviewing current federal reporting measures, creating and revising current evaluation tools, and improving data collection for the Developmental Disabilities Council of Oklahoma's programs.

Linking Smallmouth Bass Genetics to Population Dynamics in Oklahoma Streams, \$41,780.55

Oklahoma Department of Wildlife Conservation

7/01/21 – 6/30/22

CFDA#15.605

Andrew Taylor, College of Math and Science

Smallmouth Bass support economically significant sport fisheries in Oklahoma's streams and impoundments. Funds from this grant will aid to characterize the spatial distribution and directionality of introgressive hybridization occurring between Neosho Smallmouth Bass and non-native Northern Smallmouth Bass within the upper Illinois River Basin.

Detection and Occupancy of Bluntnose Shiner in Wadable Streams of NE Oklahoma, \$47,885.39

Department of Wildlife Conservation

7/01/21 – 6/30/22

CFDA#15.634

Andrew Taylor, College of Math and Science

Funds from this grant will be used to conduct a survey for existing occurrence records in Oklahoma of the Bluntnose Shiner. The proposed work will provide a foundation for future, proactive conservation efforts.

Jul 2021

UCO Broadway Tonight Series, \$3,800

Oklahoma Arts Council

8/01/21 – 5/30/22

Greg White, College of Fine Arts

Broadway Tonight is Edmond's longstanding, local presenter of the industry's top artists whose performances enrich both students and the community. Funds from this award will help bring Broadway's Laura Osnes, Grammy Award winners Liz Callaway and Ann Hampton Callaway, dance sensation Burn the Floor, and a co-production of "9-5" to the 2020-2021 season.

UCO Home, \$1,819

Oklahoma Arts Council

8/01/21 – 5/30/22

Veronica Cianfrano, College of Fine Arts

Funds from this grant will be used for "Home," a community workspace in the Melton Gallery at UCO. It will be open to the public and include zine and mail-art workstations, a zine archive, a rotating display of participants' artworks, and gallery resources that can provide a richer understanding of the arts.

Dance and Down Syndrome Camp, \$2,000

Oklahoma Arts Council

8/01/21 – 5/30/22

Michelle Moeller, College of Fine Arts

Funds from this grant will be used towards the Dance and Down Syndrome Camp, a musical theater camp specifically for people with Down Syndrome ages thirteen and up. The camp includes dance, singing, script rehearsals, social time, and an abbreviated Musical Theater Production performed on the last day of the week.

3D Bioprinted Tissue Engineered Nanofiber Scaffold with Mesenchymal Stem Cells, \$27,500

Oklahoma Center for the Advancement of Science and Technology (Pass-through OUHSC)

11/01/21 – 10/31/22

Morshed Khandaker, College of Math and Science

Focal articular cartilage defects of weight-bearing osteochondral lesions (OCLs) contribute to the development of osteoarthritis, with major socioeconomic impact. The goal of this project is to design a 3D printed tissue engineered nanofiber scaffold with bone marrow mesenchymal stem cells for the treatment of OCLs.

Early Settlement – PROS (Peaceful Resolution for Oklahoma Students), \$70,350

Alternative Dispute Resolution System of the State of Oklahoma

7/01/21 – 6/30/22

Bryan Duke, College of Education and Professional Studies

Funding from this grant will provide a program director position for the PROS Program, which will be housed in the College of Education and Professional Studies. The director will provide school-based peer mediation services and training to Oklahoma P-12 schools and staff using guidelines provided by the Administrative Director of the Courts of Oklahoma.

III. Purchases for Approval

- a. WFF Facility Services Inc, comprehensive custodial services for the campus.
Source: E&G and Auxiliary.....\$2,800,000
- b. Signature Landscape LLC, lawn maintenance and storm damage services as needed.
Source: E&G and Auxiliary\$220,000
- c. Pitzer's Lawn Management Inc, lawn maintenance and storm damage services as needed.
Source: E&G and Auxiliary\$220,000
- d. Northwest Lawn Maintenance Inc, lawn maintenance and storm damage services as needed.
Source: E&G and Auxiliary\$220,000
- e. Dissinger and Reed LLC, student athletic insurance.
Source: E&G\$290,875
- f. TeamDynamix, customer service and IT support software.
Source: E&G\$394,000
- g. Software House International, licensing of Microsoft product for the campus.
Source: E&G.....\$295,000
- h. Desire2Learn, licensing and support services for learning management system.
Source: E&G.....\$393,787
- i. Civitas, annual software subscription.
Source: E&G.....\$195,000
- j. Douglas Stewart, Central Tech Store inventory.
Source: E&G\$300,000

IV. Informational Items from Purchasing

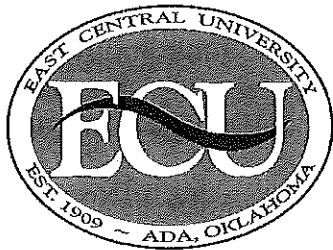
- k. Video Reality Inc, online learning services.
Source: College Fees\$96,309
- l. Ellucian Company LP, IT consulting.
Source: E&G.....\$76,269
- m. Dell Marketing LP, software license renewal.
Source: E&G.....\$112,889
- n. Oklahoma Child Care Resource & Referral, educational supplies for grant.
Source: Grant Funds\$120,000
- o. Workspace Solutions LLC, furniture/supplies for grant.
Source: Grant Funds \$90,809
- p. Bloomberg LP, annual terminal subscriptions
Source: E&G\$70,920
- q. CDW LLC, campus wide access to Adobe/Adobe Sign.
Source: E&G\$73,609
- r. Johnson Controls US Holdings LLC, campus maintenance.
Source: E&G.....\$108,166
- s. Accruent LLC, work order and inventory management software.
Source: E&G and Auxiliary.....\$60,052
- t. Tutor.com Inc, annual subscription to online academic resources.
Source: E&G and College Fees.....\$54,000
- u. Quality Painting, painting of campus facilities.
Source: Auxiliary\$83,530
- v. TouchNet Information Systems Inc, hosting web commerce and ebill system.
Source: E&G\$133,578

- w. OculusIT LLC, Banner and IT infrastructure consulting.
Source: Technology Fees\$141,898

Respectfully,

Patti Neuhold Ravikumar

East Central University



OFFICE OF THE PRESIDENT

Danley Hall, Suite 204

1100 E. 14th Street, PMB P-8 • Ada, OK 74820-6999
(580) 559-5213 office • (580) 559-5788 fax • www.ecok.edu

17 August 2021

Regional University System of Oklahoma
Landmark Towers
3555 NW 58th Street, Suite 320
Oklahoma City, OK 73112

Dear Chair Reilly and Members of the Board:

The recommendations of East Central University are as follows:

I. PERSONNEL

A. FACULTY APPOINTMENTS

DR. BEAU LEAF has been appointed to a non-tenure-track, Instructor position in the Psychology Department, effective 11 August 2021. Dr. Leaf's annual salary will be \$43,000 for a ten-month period. He is replacing Dr. Chris Campbell.

Dr. Leaf has an M.A. in Sport & Exercise Psychology from Argosy University (2014) and his Ed.D. in Sport & Performance Psychology at the University of Western States (2021). Dr. Leaf has been a Sport Psychology Consultant for over a decade and an Adjunct Instructor for the previous six years at Oklahoma City Community College. Dr. Leaf will bring with him experience in teaching General Psychology and a skill set in the area of Sport Psychology. Dr. Leaf also brings with him a background in research and a recent publication in the *Journal of Sport Psychology*.

MS. ASHLEY LEWIS has been appointed to a one-year temporary, Instructor position in the School of Nursing, effective 11 August 2021. Ms. Lewis's annual salary will be \$47,000 for a ten-month period. She is replacing Dr. Liz Massey.

Ms. Lewis received her B.S. in Nursing from ECU (2016). She is currently working toward a Master's of Science in Nursing through Maryville University. Having already completed 29 credit hours, Ms. Lewis expects to graduate by May 2022.

East Central University

MS. WAYNETTE NELL has been appointed to a non-tenure track, Instructor position in the Mathematics & Computer Science Department, effective 12 August 2021. Ms. Nell's annual salary will be \$47,500 for a ten-month period. She is replacing Dr. Khem Poudel.

Ms. Nell earned a Master of Business Administration from the University of Northern Colorado (1987) and a Bachelor of Science in Aeronautical Engineering from Wichita State University (1981). Additionally, Ms. Nell has taught as an adjunct faculty for ECU before and has significant experience in mathematics, computer programming, and software design. Ms. Nell is motivated to teach at ECU and should continue to work well within the Department of Mathematics and Computer Science.

DR. STEVEN PEDERSEN has been appointed to a tenure-track, Assistant Professor position in the English & Languages Department, effective 11 August 2021. Dr. Pedersen's annual salary will be \$47,800 for a ten-month period. He is replacing Dr. Rebecca Nicholson-Weir.

Dr. Pedersen holds a B.A. in English and Communication Studies from the University of San Diego (2004), an M.A. in English - Rhetoric and Professional Writing from San Diego State University (2009), and a PhD from Oklahoma State University in English – Composition, Rhetoric, and Professional Writing (2015). He received the Research Excellence Award for the best dissertation in the humanities at Oklahoma State University (2016). Dr. Pedersen also has professional experience in Technical Writing and Digital Media as well as professional certificates in Google IT Support, Quality Matters, and TESOL.

B. CHANGE IN TITLE

DR. MELISSA INGLIS, Associate Professor, Department of Professional Programs and Human Services, has been appointed Interim Assistant Dean of the College of Liberal Arts and Social Studies, effective 1 July 2021. Her salary will be increased by \$3,600 for a total academic year annual salary of \$65,860.

DR. ERROL KING, Assistant Professor, Department of English and Languages, has been appointed Interim Chair of the Department of English and Languages, effective 1 July 2021. His salary will be increased by \$1,800 for a total academic year annual salary of \$52,287.

DR. SARAH PETERS stepped down as Assistant Dean of the College of Liberal Arts and Social Studies as well as Chair of the Department of English and Languages. Dr. Peters has been appointed Interim Associate Provost & Dean of Graduate Studies beginning 1 July 2021. Dr. Peters will retain her current academic rank as Associate Professor of English with tenure in the English and Languages Department. Her annual salary will be increased by \$36,020 for a total academic salary of \$90,000.

East Central University

C. RESIGNATIONS

DR. ANDREW HONEYCUTT, Visiting Professor, School of Business, has submitted his resignation effective 16 August 2021. Dr. Honeycutt began employment at ECU in 2020.

DR. LIZ MASSEY, Assistant Professor, School of Nursing, has submitted her resignation effective 31 July 2021. Dr. Massey began employment at ECU in 2019.

DR. JALAL OMER, Assistant Professor, Department of Mathematics and Computer Science, has submitted his resignation effective 31 July 2021. Dr. Omer began employment at ECU in 2019.

DR. KHEM POUDEL, Assistant Professor, Department of Mathematics and Computer Science, has submitted his resignation effective 31 July 2021. Dr. Poudel began employment at ECU in 2021.

II. REQUESTS FOR CONTRACTS

None to report at this time.

III. GRANTS AND CONTRACTS

CHILD CARE AND RESOURCES AND REFERRAL.....	\$137,913
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East Central University received a \$137,913 grant from the Oklahoma Child Care Resource and Referral Assoc., Inc. This grant will provide child care resource and referral services in eleven counties in South Central Oklahoma. The project period: 1 July 2021 to 30 June 2022. The Project Director is Ms. Pamla Armstrong.

CHILD CARE AND RESOURCES AND REFERRAL INFANT/TODDLER PROGRAM.....	\$86,833
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East Central University received a \$86,833 grant from the Oklahoma Child Care Resource and Referral Assoc., Inc. This grant will provide residential & supervisory training for care givers who provide Infant/Toddler Resource/Referral and Technical assistance in eleven counties in South Central Oklahoma. The project period: 1 July 2021 to 30 June 2022. The Project Directors are Ms. Leah Lyon & Ms. Pamla Armstrong.

DEVELOPMENTAL DISABILITIES TRAINING CONTRACT.....	\$263,000
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East Central University received a \$263,000 grant from the Oklahoma Department of Human Services. This grant will provide residential & supervisory training for care givers who provide direct care to individuals with developmental disabilities. The project period: 1 July 2021 to 30 June 2022. The Project Director is Ms. Mary Weddle.

East Central University

EARLY SETTLEMENT-SOUTH CENTRAL.....\$114,196

East Central University received a \$114,196 grant from the Alternative Dispute Resolution System. The project period: 1 July 2021 to 30 June 2022. This grant will provide mediation services throughout South Central Oklahoma. The Project Director is Ms. Jaxie Johnston.

EARLY SETTLEMENT-EAST CENTRAL..... \$97,740

East Central University received a \$97,740 grant from the Alternative Dispute Resolution System. The project period: 1 July 2021 to 30 June 2022. This will provide dispute mediation services and other directives throughout the East Central section of Oklahoma. The Project Director is Ms. Jorjia Cash.

EARLY SETTLEMENT-SOUTHEAST.....\$95,574

East Central University received a \$95,574 grant from the Alternative Dispute Resolution System. The project period: 1 July 2021 to 30 June 2022. This will provide mediation services and other directives throughout Southeast Oklahoma. The Project Director is Ms. Sara Northcutt.

HIGHER EDUCATION EMERGENCY RELIEF FUND CARES ACT – MINORITY SERVING INSTITUTIONS\$855,232

East Central University received a \$855,232 grant from the U.S. Department of Education. The project period: 8 June 2020 to 2 August 2022. This grant provides funding to offset costs associated with the delivery of instruction and reimbursement for expenses related to the Coronavirus. The Project Director is Ms. Jessica Kilby.

MATH TEACHER'S CIRCLE.....\$3,000

East Central University received a \$3,000 grant from the Oklahoma State Department of Education. The project period: 1 July 2021 to 30 June 2022. This grant will host at least four meetings during the 2020-2021 academic year. Promote Oklahoma Math Teacher Circles through various avenues including, but not limited to, social media and the OSDE website. The Project Director is Ms. Rhonda Hibbard.

OK GEAR UP STATE GRANT.....\$60,000

East Central University received a \$60,000 grant from the Oklahoma State Regents for Higher Education. The project period: 1 July 2021 to 30 June 2022. The Project Coordinator is Mr. Matt Benge.

PERFORMING ARTS SERIES – 2022.....\$3,000

East Central University received a \$3,000 grant from the Oklahoma Arts Council. The project period: 1 July 2021 to 30 June 2022. The Project Director is Dr. Brad Jessop.

East Central University

PONTOTOC COUNTY DFC RX ENHANCEMENT GRANT PROGRAM.....\$50,000

East Central University received a \$50,000 grant from the US Department of Health and Human Services. The project period: 1 July 2021 to 30 June 2022. The purpose of the Pontotoc CO. DFC RX Enhancement grant (DFC RX) is to prevent and reduce the abuse of prescription Medications with youth, ages 12-18 in Pontotoc County. DFC RX will target all youth as well as adults that regularly interact with and impact local youth, to reduce youth misuse of prescription drugs, decrease social access to prescriptions, and raise awareness of the issues associated with prescription drug misuse. The Project Director is Ms. Holli Witherington.

SOCIALLY SUSTAINABLE SOLUTIONS FOR WATER CARBON & INFRASTRUCTURE IN OK.....\$27,710

East Central University received a \$27,710 grant from the NSF (OK EPSCOR). This grant will provide support for sustainable improvements in a jurisdiction's academic research infrastructure, that is, its capacity in identified areas of research and education in science and engineering that are supported by the NSF and aligned with the jurisdiction's science and technology plan. The project period: 1 July 2021 to 30 June 2022. The Project Director is Ms. Susan Paddack.

Total Grants and Contracts--\$1,794,198

IV. PURCHASES

The following purchases are being made in accordance with Board policy (over \$50,000 and under \$150,000):

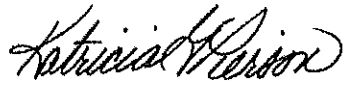
Merrifield Office and School Supply for Lanoy Education Building collaborative student learning lab and lounge furniture at a cost of \$73,203.51. (Section 13 Offset) (OU Furniture Contract)

Request approval to make the following purchases which will be made in accordance with Board policy (over \$150,000):

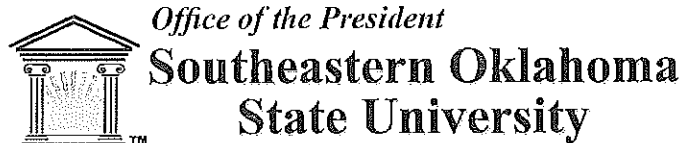
None at this time.

East Central University

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Katricia G. Pierson". The signature is fluid and cursive, with the first name being the most prominent.

Katricia G. Pierson, Ph.D.
President



Regent Connie Reilly
Regional University System of Oklahoma
Landmark Towers
3555 Northwest 58th, Suite 320
Oklahoma City, OK 73112

Dear Regent Reilly:

The recommendations of Southeastern Oklahoma State University are as follows:

I. PERSONNEL

A. RESIGNATIONS

Academic Affairs

Dr. Brad Ludrick, Associate Vice President for Tribal Relations and Academic Affairs, has submitted his resignation effective August 2, 2021. Dr. Ludrick has served in this capacity full-time since November 2019.

School of Arts and Sciences

Mr. Mark Ackerson, Instructor in the Department of Mathematics, has submitted his resignation effective July 31, 2021. Mr. Ackerson has served in this capacity full-time since August 2020.

Dr. Anatolia Ioannides, Instructor of Music/Staff Pianist, has submitted her resignation effective June 30, 2021. Dr. Ioannides has served in this capacity full-time since August 2019.

B. FACULTY APPOINTMENTS

John Massey School of Business

Ms. Kay Barber has been appointed to the position of full-time Instructor/Assistant MBA Director in the Department of Management and Marketing, effective August 1, 2021 at a 12-month salary of \$51,701.00.

Dr. Eric Kennedy has been appointed to the position of full-time Assistant Professor in the Department of Management and Marketing, effective August 1, 2021 at a 10-month salary of \$100,000.

Dr. Kennedy earned his MBA in Marketing and Ph.D. in Marketing at the University of North Texas in 2012 and 2017, respectively. He earned a B.S. in Management at the University of Phoenix in 2010.

His previous experience includes Assistant Professor of Marketing at Grand Valley State University since 2017.

School of Arts and Sciences

Dr. Bela Csaki has been appointed to the position of full-time Assistant Professor in the Department of English, Humanities, and Languages, effective August 1, 2021 at a 10-month salary of \$48,322.

Dr. Csaki earned his Ph.D. in Philosophy at the State University of New York at Buffalo in 2002 and a B.A. in Philosophy and English Literature at Colgate University in 1989. His previous experience includes Adjunct Instructor of English at East Central University for one year and Instructor/Assistant Professor of Japanese and Philosophy at Centre College for eight years.

Dr. Abby Musgrove has been appointed to the position of full-time Associate Professor/Director of Choral Activities in the Department of Music, effective August 1, 2021 at a 10-month salary of \$60,769.

Dr. Musgrove earned her D.M.A. in Choral Conducting at the University of Kansas in 2009, an M.M. in Choral Conducting at the University of North Texas in 2006, and a B.M.E. in Vocal and Instrumental Education at Millikin University in 2000. Her previous experience includes Director of Choral Activities and Music Education/Associate Professor of Music at Illinois College for 11 years, Director of Choral and Vocal Activities at Aurora University for one year, Director of Music at Montini High School for three years, and Director of Music for Warrensburg-Latham School District for one year.

Dr. Nirmala Soundararajan has been appointed to the position of full-time Assistant Professor in the Department of Chemistry, Computer, and Physical Sciences, effective August 1, 2021 at a 10-month salary of \$65,000.

Dr. Soundararajan earned her D.S. in Information Technology at Towson University in 2021, a B.E. in Computer Science and Engineering and M.S. in Information Technology at Karnataka State Open University in 1990 and 2008, respectively. She also earned an M.T. in Digital Electronics at Visveswaraiah Technological University in 2002. Her previous experience includes Adjunct Instructor in Computer Science at Towson University for four years.

Mr. Jory Wade has been appointed to the position of full-time Instructor in the Department of Mathematics, effective August 1, 2021 at a 10-month salary of \$31,393.

Dr. Stella Yoon has been appointed to the position of full-time Assistant Professor of Applied Vocal Music in the Department of Music, effective August 1, 2021 at a 10-month salary of \$46,411.

School of Education and Behavioral Sciences

Dr. Jennifer Anderson has been appointed to the position of full-time Assistant Professor in the Department of Educational Instruction and Leadership, effective June 1, 2021 at a 10-month salary of \$50,095.

Dr. Anderson earned her Ed.D. in Education Leadership and Policy at Western Kentucky University in 2018 and an M.A. and Ed.S. in Education Administration at Austin Peay State University in 2005 and 2011, respectively. She also earned a B.S. in English and Middle Grades Education at Campbell University in 2000. Her previous experience includes Executive Director of Strategic Initiatives, Assessment, and Accreditation/Visiting Professor at Clemson University for three years and Teacher/Principal for various K-12 school districts for 15 years.

Dr. Courtney Boise has been appointed to the position of full-time Assistant Professor in the Department of Behavioral Sciences, effective August 1, 2021 at a 10-month salary of \$46,411.

Dr. Boise earned her M.A. and Ph.D. in Developmental Psychology at the University of Nebraska-Lincoln in 2016 and 2019, respectively. She also earned a B.A. in Psychology and History at the University of Notre Dame in 2010. Her previous experience includes Teaching Assistant/Research Assistant at Notre Dame and University of Nebraska-Lincoln for 10 years.

Ms. Ashley Inbody has been appointed to the position of full-time Instructor in the Department of Behavioral Sciences, effective August 1, 2021 at a 10-month salary of \$39,588.

Dr. Joseph Simons-Rudolph has been appointed to the position of full-time Instructor in the Department of Behavioral Sciences, effective August 1, 2021 at a 10-month salary of \$50,043.

Dr. Simons-Rudolph earned his Ph.D. in Psychology at North Carolina State University in 2006, an M.A. in Security Studies at the Naval Post Graduate School in 2020, an M.S. in Mental Health Administration at the University of Alaska Anchorage in 1996, and a B.A. in Psychology and Philosophy at State University of New York Oswego in 1994 and 1992, respectively. His previous experience includes Lecturer/Teaching Assistant Professor in Political Science and Psychology at North Carolina State University for 12 years, Assistant Professor/Graduate Program Director at the American University in Cairo for three years, and Administrative Faculty at George Mason University for two years.

Ms. Laura Stockdell has been appointed to the position of full-time Instructor in the Department of Behavioral Sciences, effective August 1, 2021 at a 10-month salary of \$33,304.

Dr. Joan Strutton has been appointed to the position of full-time Instructor in the Department of Behavioral Sciences, effective August 1, 2021 at a 10-month salary of \$47,227.

Dr. Strutton earned her Ph.D. in Counseling at Texas A&M University-Commerce in 2010, and a B.S. in English and Special Education and an M.S. in Business and Behavioral Sciences at East Texas State University in 1982 and 1986, respectively. Her previous experience includes Adjunct Professor/Associate Professor at East Texas Baptist University for six years, Adjunct Faculty/Assistant Professor at Texas A&M University-Commerce for seven years, various K-12 teaching and counselor positions for over 20 years.

II. RATIFICATION

Southeastern is requesting ratification of the emergency approval received on August 17, 2021 to increase the budget of the Flight Simulator for Aviation by \$50,000. The original amount requested

was \$250,000 and was approved in June 2021. After careful evaluation of available Aviation program funding along with anticipated growth, it was decided to purchase the flight simulator through a six-year financing agreement. The increased costs include additional expenses related to the change in purchasing format. Source of funds: E&G Part 1, Auxiliary, and Reserve.

III. NOTICE OF GRANT AWARDS

The following grants have been awarded to Southeastern Oklahoma State University:

Oklahoma IDeA Network of Biomedical Research Excellence.....\$6,600.00

This grant was awarded to Southeastern Oklahoma State University from the National Institutes of Health via University of Oklahoma-Health Sciences Center (OUHSC) in the amount of \$6,600.00. The effective date of the grant is May 1, 2021. This grant's Project Director is Dr. Nancy L. Paiva, Associate Professor of Chemistry in the Department of Chemistry, Computer and Physical Sciences. This grant will fund supplies for three students to participate in Oklahoma IDeA Network of Biomedical Research Excellence (OK-INBRE) Summer 2021 in research projects at Southeastern and attend available opportunities at OUHSC. One goal of the OK-INBRE program is to increase the number of students involved and aware of biomedical research and the number of students pursuing PH.D., MD, Pharmacy D. or other biomedical doctoral degrees.

National Aeronautics and Space Administration-OK Space Grant Consortium.....\$39,441.00

This grant was awarded to Southeastern Oklahoma State University from the National Aeronautics and Space Administration (NASA) via Oklahoma State University in the amount of \$39,441. The effective date of the grant is July 1, 2021. This grant's project director is Dr. Nancy L. Paiva, Associate Professor of Chemistry in the Department of Chemistry, Computer and Physical Sciences. The purpose of this grant is to fund internships and related travel and activities for Southeastern undergraduates meeting the NASA-mandated fellowship criteria and working on NASA mission-related research projects. NASA Oklahoma Space Grant Consortium (OSGC) awards are limited to STEM (Science, Technology, Engineering and Mathematic) majors who are U.S. citizens, especially those from backgrounds underrepresented in NASA's workforce, increasing the diversity of the NASA's future employee pool. Multiple students (typically 25 or more per year) from diverse STEM majors and backgrounds will receive awards, based on academic excellence, references from faculty, financial need, interest in NASA careers, representation of cultural diversity at Southeastern, and/or willingness to participate in NASA mission-related research projects. Travel allows visits to NASA researchers or other collaborators or relevant facilities. For this 4-year renewal period, NASA Space Grant has shifted the emphasis at the college level from scholarships to hands-on research internships and NASA research interests.

CARES Higher Education Emergency Relief Fund-Minority Serving Institutions.....\$672,361.00

This is an increase to the existing grant that was awarded to Southeastern Oklahoma State University from the U.S. Department of Education. The original effective date of the grant is June 1, 2020. The performance period has been increased and the total award is now \$1,340,812. This grant's state

director is Lauren Rowland, Executive Director for Tribal Relations. The purpose of this award is to provide funding for the continued programming and operations of the Native American Institute to serve Native American students. The Coronavirus Aid, Relief, Economic Security (CARES) Act award may be used for grants to students that qualify for any component of the student's cost of attendance, including tuition, course materials, and technology. Funds may also be used to defray institutional expenses to include lost revenue, reimbursement for expenses already incurred, technology costs associated with the transition to distance education, faculty and staff training, and payroll.

Southeastern Child Care Resource & Referral Business Consultant Services.....\$107,295.00

This grant was awarded to Southeastern Oklahoma State University from the Oklahoma Child Care Resource & Referral Association, Inc. in the amount of \$107,295. The effective date of the grant is July 1, 2021. This grant's program director is Ms. Lyndi Scarberry, Child Care Resource & Referral. The purpose of this program is to provide a Business Specialist to offer specialized training, technical assistance, and consultation to child care centers and homes that expand high quality care of families, children, and childcare providers in 11 counties in Southeast Oklahoma.

Southeast Region Child Care Resource & Referral Infant-Toddler.....\$92,545.00

This grant was awarded to Southeastern Oklahoma State University from the Oklahoma Child Care Resource & Referral Association, Inc. in the amount of \$92,545. The effective date of the grant is July 1, 2021. This grant's program director is Ms. Lyndi Scarberry, Child Care Resource & Referral. The purpose of this program is to make childcare work for Oklahoma families, children, and childcare providers. SE Child Care Resource and Referral support childcare professionals and families in 11 counties in Southeast Oklahoma. We serve SE Oklahoma communities as a free resource for families and childcare providers with the goal of creating healthier, safer, and happier children. In addition to connecting families to quality childcare, we also provide technical assistance, training, and resources to childcare providers specifically infant and toddler programs to improve the quality of care offered to families and children. We assist them in improving their business while meeting the individual needs of the children in their care. We also offer formal training for providers and teachers allowing them to obtain the yearly required hours of continuing education per Department of Human Services requirements.

Southeast Region Child Care Resource & Referral.....\$143,470.00

This grant was awarded to Southeastern Oklahoma State University from Oklahoma Child Care Resource and Referral Association, Inc. in the amount of \$143,470. The effective date of the grant is July 1, 2021. This grant's program director is Ms. Lyndi Scarberry, Child Care Resource & Referral. The purpose of this grant is to make childcare work for Oklahoma families, children, and childcare providers. We serve SE Oklahoma communities as a free resource for families and childcare providers with the goal of creating healthier, safer, and happier children. In addition to connecting families to quality childcare, we also provide technical assistance, training, and resources to childcare providers and head start teachers to improve the quality of care offered to families and children. We assist them in improving their business while meeting the individual needs of the children in their care. The

Southeast delivery area includes the following 11 counties: Atoka, Bryan, Choctaw, Coal, Haskell, Hughes, Latimer, Leflore, McCurtain, Pittsburg and Pushmataha.

Musical Arts Series.....\$4,300.00

This grant was awarded to Southeastern Oklahoma State University from the Oklahoma Arts Council in the amount of \$4,300. The effective date of the grant is July 1, 2021. This grant's Project Director is Dr. Catalin Dima, Department of Music. The purpose of this project is to support the Department of Music – Musical Arts Series for the 2020-2021 season. Students enrolled in the Department of Music, the Department of Music faculty, community members who support the Musical Arts Series will be in attendance. Average attendance is approximately 100. Oklahoma Arts Council Grant award will be used to pay artists fees.

Student Support Services.....\$410,844.00

This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education in the amount of \$410,844. The effective date of the grant is September 1, 2021. This grant's interim Project Director is Ms. Darla Ellet, Student Support Services. The purpose of this grant is to provide a variety of services to low-income, first generation college students and students with disabilities. These services include tutoring, personal and academic counseling, cultural experiences, career guidance, enrollment assistance, specially designed workshops, and special services for students with disabilities. In addition to these services, the program strives to develop a supportive institutional climate, which combined with the services provided, will lead to increased retention and graduation rates of the program participants. This year, approximately 15 students per semester will receive Student Support Services' Grant Aid funds to help reduce dependency upon loans. This project is funded to serve 300 eligible students.

Student Support Services Teacher Preparation.....\$261,888.00

This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education in the amount of \$261,888. The effective date of the grant is September 1, 2021. This grant's Project Director is Ms. Darla Ellett, Project TEACH. The purpose of this grant is to provide a variety of services to low-income, first generation education majors, and education majors with disabilities. These services include academic advisement, tutoring, cultural experiences, career guidance, enrollment assistance, and specially designed workshops. In addition to these services, the program strives to develop a supportive institutional climate, which combined with the services provided, will lead to increased retention and graduation rates of the program participants. This project is funded to serve 140 eligible students.

OKLAHOMA GEAR UP.....\$60,000.00

This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education via Oklahoma State Regents for Higher Education in the amount of \$60,000. The effective date of the grant is July 1, 2021. This grant's project director is Ms. Liz McCraw, Vice President of Student Affairs. The purpose of this grant is to place an OK GEAR UP College Coach at Southeastern Oklahoma State University to assist and support students with college preparation and career goals and options. The position will work with students from GEAR UP schools in the area (specifically Durant

High School and Durant Middle School) to identify student support services that will aid in their transitions to college and will continue to serve as a resource to GEAR UP students during their matriculation at the University and will work to implement degree completion activities.

Educational Opportunity Centers Program.....\$578,697.00

This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education in the amount of \$578,697. The effective date of the grant is September 1, 2021. This grant's Project Director is Ms. Teriki Barnes. The purpose of this grant is to provide help and information to adults who seek to enter or continue a program of post-secondary education. Services include counseling on educational opportunities, post-secondary school admissions, entrance exam test prep and tutoring, career counseling, personality assessments, student financial aid assistance, financial literacy counseling, and coordination with other agencies and post-secondary institutions. Educational Opportunity Center may also serve high school seniors who are not served by a TRIO Talent Search program, and provide the services listed above, in addition to serving secondary school dropouts seeking a high school equivalency certificate. The Southeastern Oklahoma State University's Educational Opportunity Center is funded to serve 1,620 participants in 12 counties in southern Oklahoma and north Texas, which are considered some of the most rural and poorest in the states. The grant is in the first year of a five-year grant. Southeastern Oklahoma State University Educational Opportunity Center was first funded in 1991.

Texoma Upward Bound.....\$297,601.00

This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education in the amount of \$297,601. The effective date of the grant is September 1, 2021. This grant's Project Director is Ms. Susy Haworth. This grant will fund Texoma Upward Bound to serve 60 high school students in Carter and Love counties in Oklahoma and Grayson county in Texas. The purpose of this grant is to identify and select low-income, first-generation students with an identified academic need, improve their academic skills, retain participants through graduation from secondary programs, assist with postsecondary admission and enrollment, and track and/or assist students through graduation from postsecondary education. Approximately 60 students will attend a summer program of six weeks on the Southeastern campus. During the academic year, Texoma Upward Bound will offer student academic enrichment, ACT preparation, cultural/educational field trips and college visits, assistance with college admissions, and scholarship assistance. In addition to the full-time staff (Director, Assistant Director, Academic Coordinator, two Academic Advisors, Office Assistant, and Student Worker), the summer staff will include three Instructors, Residence Hall Supervisor, and two Tutor/Mentors.

Upward Bound Math-Science.....\$350,157.00

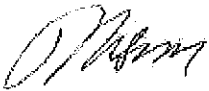
This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education in the amount of \$350,157. The effective date of the grant is November 1, 2021. This grant's Project Director is Ms. Susy Haworth. The purpose of this grant is to provide comprehensive services, designed to increase high school graduation rates, increase competency in challenging subject matters, encourage eligible students to pursue math and science studies and careers, and help gain parental participation in the growth of their children to 68 eligible participants each year who meet Federal guidelines. These participants will be selected from eight surrounding counties in southeastern

Oklahoma and Grayson County, Texas. Approximately 68 students will attend a residential summer program of six weeks on the Southeastern campus that include hands-on scientific experience and field experiences in math, science, and computer science. During the academic year, we will offer student academic enrichment, ACT preparation, educational field trips, college visits, assistance with college admissions, and scholarship assistance. In addition to the full-time staff (Director, Assistant Director, Academic Coordinator, two Academic Advisors, Office Assistant, and Student Worker), the summer staff will include five instructors, residence hall supervisor, and four tutor/mentors.

Talent Search Program.....\$477,641.00

This grant was awarded to Southeastern Oklahoma State University from the U.S. Department of Education in the amount of \$477,641. The effective date of the grant is September 1, 2021. This grant's Project Director is Ms. Sabrina Ford. The purpose of this grant is to identify 861 eligible youth and assist them in successfully completing secondary school, entering and completing a postsecondary educational program. The Talent Search service area is McCurtain, Choctaw, Bryan, and Marshall Counties in southeastern Oklahoma. The participants are from grades six through twelve who meet federal guidelines. Talent Search was first funded at Southeastern Oklahoma State University in 1978. Five full-time staff members provide seminars, workshops, and individual counseling in areas related to encouraging education achievement. The topics include: Career Exploration, Study Skills, Learning Styles Identification, College Readiness, Test Preparation, College Admissions Information, Financial Aid Application Procedures, Tutorial Assistance, Financial Literacy and Cultural Awareness.

Sincerely,



Thomas W. Newsom
President