

REGIONAL UNIVERSITY SYSTEM OF OKLAHOMA	CHAPTER 1 ADMINISTRATION	Page 1-12
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**1.10 REPORTS SUBMITTED TO THE BOARD.** The following reports shall be submitted by the university presidents to the Administrative Office, which will submit them to all members of the Board.

**1.10.1 Accrediting Reports.** The university presidents shall furnish copies of all regular and interim reports concerning accreditation to the Board.

**1.10.2 New Programs – Changes in Courses of Study.** Each university shall submit to the Board, prior to submission to the Oklahoma State Regents for Higher Education, any matters involving changes in a course or courses of study or institution of new degree programs which require approval by the Oklahoma State Regents for Higher Education. Each university shall furnish a copy of the letter of intent regarding new program requests to the Board's administrative office for distribution to each president in an effort to resolve potential conflicts prior to the Board meeting at which the request is to be considered.

**1.10.3 Travel Expenses.** Each university and the Administrative Office shall quarterly submit to the Board a report of travel expenditures of \$1,000.00 and over for the previous quarter year. (Compare: 74 O.S. § 500.17)

**1.10.4 Financial Reports.** Each university shall submit financial reports required by policy 2.7.

**1.10.5 Enrollment.** Each university shall submit to the Board enrollment reports at the time they are submitted to the Oklahoma State Regents for Higher Education.

**1.10.6 Employment.** Each university shall submit to the Board at the time they are submitted to the Oklahoma State Regents for Higher Education employment reports showing increase or decrease in employees employed by them during the fiscal quarter immediately preceding the filing of the report. (Compare: 74 O.S. § 3602)

**1.10.7 Budgets.** Prior to the beginning of the fiscal year, the Board and the universities shall prepare a budget, setting out in detail its expenses for the entire fiscal year and shall, not later than July 1, file a copy of its budget with the Director of State Finance. Not later than July 1, the Board shall notify each institution of its pro rata share of the Board's expense budget that will be assessed against the institution during the fiscal year. (Compare: 70 O.S. § 3903)

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