

Barbara Pickthorn

Subject: **Reminder-Administrative Changes**
Date sent: **Thu, 1 Jul 2004 08:49:11 -0500**
From: **"Cindy Ross" <cross@cameron.edu>**
To: **<facstaff@cameron.edu>**

Good rainy morning.

This message is to remind you of several administrative changes that are effective today.

Dr. Gary Buckley assumes the Vice President for Academic Affairs duties and may be reached at extension 2250.

Dr. John McArthur moves into the Dean of Science and Technology position at extension 2884; email will soon be active at jmcarthur@cameron.edu.

Dr. Don Sullivan is too valuable to campus operations to lose and has agreed to resume his fall responsibilities as Executive Director of the Centennial and working in fundraising. Dr. Sullivan's extension is 5562.

Please join me in welcoming each one to his new role.

Cindy Ross
President

Barbara Pickthorn

Subject: Fiscal Year 2004-05 Budget
Date sent: Tue, 29 Jun 2004 16:11:26 -0500
From: "Cindy Ross" <cross@cameron.edu>
To: <facstaff@cameron.edu>

Dear Faculty and Staff,

The purpose of this letter is to provide an overview of the coming academic year's budget. Last week our Regents approved the budget as presented. More detailed budget highlights are attached.

The development of the Fiscal Year 2004-05 budget was guided by the Core Values outlined in *Plan 2008: Preparing for Cameron University's Second Century*. Consistent with our top priority of student learning, the primary focus of the budget is recruiting and retaining quality faculty and staff.

Of course, the amount of money that can be targeted toward this focus is limited by the state support that the university receives. Specifically, Cameron University received an additional \$246,100 (1.4 percent) in new state dollars for campus operations. This small increase in funding is on the back of multiple budget reductions in recent years as well as increased mandatory costs. As a result, our students will pay higher tuition and fees that will result in a projected \$760,000 in additional operating dollars.

Mandatory cost increases of \$750,000 such as employee health insurance and utilities must be subtracted, leaving less than \$260,000 for recruiting and retaining quality faculty and staff and for all other expenditures. By any tabulation, this is not enough money.

Anticipating this circumstance, over the past year the university community has built modest reserves to fund a budget that includes the following initiatives:

- Raising the minimum salary in the following ranks
 - Assistant Professor \$40,000
 - Associate Professor \$42,000
 - Professor \$45,000
- Providing some equity adjustments for faculty and staff
- Planning for the first general salary increase in three years

In addition to these initiatives, campus frugality provided end-of-year capital funding of \$780,000 to enhance the academic environment. Examples of purchased items include computers and servers, projectors and screens, pianos and other musical instruments, and microscopes and other lab equipment.

While I am pleased to inform you that a salary increase program is planned, it is important to note that the amount and the timing of any pay raise will be determined by the level of student enrollment in the fall. Growth in enrollment by attracting new students and retaining current ones is the immediate avenue to significant increased revenue.

It is important to note that there is minimal flexibility in the budget. I am asking each of you to continue to exercise the spending restraints that have been practiced in recent years. Such restraint coupled with increased student enrollment will provide for the salary enhancements noted above.

Due to the lack of adequate state funding, the challenge of providing students the quality education they deserve and need has proven difficult in recent years. I am proud of the budget's focus on you, Cameron's faculty and staff. I applaud and thank you for your continuing commitment to our students.

Cindy Ross
President

Subject: Memorial Service for former President Reagan

Date: Thu, 10 Jun 2004 15:29:38 -0500

From: "Cindy Ross" <cross@cameron.edu>

To: <facstaff@cameron.edu>, <allw@wolverine.cameron.edu>

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Like Americans across the country, we at Cameron University are saddened by the death of former President Ronald Reagan. We join our fellow citizens in sending our condolences to Mrs. Reagan and the President's family.

The tight format of the summer semester makes it difficult to make up lost classes, therefore, the university will remain open on Friday, June 11, and classes will be held as scheduled.

For the convenience of faculty, staff and students, CUTV will carry the President's funeral live. Television coverage will be available in all common areas of campus. For those of you who might be off campus at that time, KCCU-FM will also broadcast the funeral proceedings. Coverage on both CUTV and KCCU will begin at 10 a.m. Additionally, the university's carillon system will present a musical memorial to President Reagan, beginning at noon.

Please join me in paying tribute to our nation's 40th President.

Cindy Ross

President

May 3, 2004

Dr. John Morris
Chair, Faculty Senate
Cameron University
2800 West Gore Boulevard
Lawton, Oklahoma 73505

Dear Dr. Morris:

The Faculty Senate's contributions to the revision of Cameron University's Faculty Handbook have been most helpful. Recommendations and comments were constructive and provided significant improvements to the document. I particularly want to recognize and express my appreciation to the Faculty Committee for the thoughtful work under a short timeline.

While each Faculty Senate recommendation was carefully considered, the following recommendations were **not** incorporated into the final document:

- Exceptions to credential standards for departments with associate degree programs.
- Changing notification from March 1 to February 1 for Tenure Track and Non-Tenure Track faculty notifications. The notification deadline will remain March 1.
- Faculty Senate nomination of Distinguished Professor candidates. Personnel recommendations are not consistent with the role of the Faculty Senate.
- Appellate Committee on Dismissal or Suspension destruction of secret ballots. Legal counsel indicates ballots are not to be destroyed.
- Elimination of early Post-Tenure Review procedure. Post-Tenure review is a Board policy and may not be altered.
- Excluding dismissal clause from Post-Tenure Review. Post-Tenure review is a Board policy and may not be altered.
- MLS listed as terminal degree in Appendix A.
- Elimination of Librarian Section.
- Elimination of Criteria for Promotion, moved to Appendix B with a statement that faculty members will only be evaluated based upon individualized criteria negotiated in their respective annual plan.
- Negotiating criteria for teaching effectiveness.

Dr. John Morris
Page 2
May 3, 2004

During the review by legal counsel, additional wording changes were made throughout the handbook to bring the Handbook into compliance with Board policy. The change of most interest to faculty follows:

Wording as submitted:

(1) effective classroom teaching, (2) scholarship/research (referred to as scholarly activity in this handbook), (3) contributions to the University and to the profession, and (4) performance of non-teaching or administrative duties.

Wording changed to:

(1) effective classroom teaching, (2) research and creative/scholarly activity, (3) and professional and University service and public outreach, and (4) performance of non-teaching or administrative duties.

For future consideration, the following sections in the Board of Regents' Policy Manual warrant review for inclusion in the Cameron Faculty Handbook:

- 2.1.2 Academic Freedom and Responsibility
- 2.5.1 Endowed Chair and Professorships
- 3.1.8 Intellectual Properties Policy
- 3.1.9 Outside Employment and Extra Compensation Policy

The Faculty Senate's contribution to refining faculty and administrative policies and procedures will significantly enhance the University's ability to deliver quality higher education opportunities to the region. Again, please convey my sincere appreciation to the faculty who took this responsibility seriously and provided sound inputs.

Sincerely,

Cindy Ross
President

CSR/dlp

Subject: Vice President for Academic Affairs

Date: Mon, 3 May 2004 14:38:28 -0500

From: "Cindy Ross" <cross@cameron.edu>

To: <facstaff@cameron.edu>

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Dear Faculty and Staff,

Following a national search and on-campus interviews, I am pleased to announce that I will recommend to the Regents the appointment of Dr. Gary Buckley as Vice President for Academic Affairs effective July 1. As you know, Dr. Buckley brings superb academic credentials and rich administrative experience to this position. Additionally, Dr. Buckley shares the optimism and vision for Cameron University detailed in *Plan 2008* and possesses the skills and ability to assume the leadership role on the academic goals and action steps.

Please join me in welcoming Dr. Buckley to this new leadership position.

I also wish to express my sincere thanks to the members of the screening committee chaired by Dr. Don Sullivan and to each of you who took the time from your schedules to participate in this process and to share your inputs with me.

Cindy Ross

President

Subject: Student Forum

Date: Wed, 21 Apr 2004 08:41:15 -0500

From: "Cindy Ross" <cross@cameron.edu>

To: <faculty@cameron.edu>

CC: "Deanna Patterson" <deannap@cameron.edu>

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Dear Faculty:

Please let your students know of these important upcoming meetings.

Cameron University has scheduled two open forums in coming days to discuss the possibility of a tuition increase for the 2004-2005 academic year.

Although Oklahoma's economy has improved somewhat in recent months, its future track – and its impact on revenue allocated for higher education needs in the state – continues to be a point of concern.

As of today, the Oklahoma Legislature has not finalized the annual appropriation for higher education. Any decision regarding changes in tuition and fees is dependent upon the Cameron's state allocation.

University administrators wish to share possible tuition plans with students for their benefit as well as to receive student inputs. Any tuition change, if made, would occur before the start of the fall semester; therefore it is important to hold these forums before the end of this semester.

Anyone wishing to learn more – or make comments – about tuition proposals is invited to attend one of these upcoming sessions: 7 p.m. on Thursday, April 22, in the Will Rogers Room of the Shepler Center, or 3 p.m. on Tuesday, April 27, in Howell Hall 106.

Each session is expected to last an hour, and there is no need to attend both sessions.

Cindy Ross
President

Subject:

Date: Fri, 9 Apr 2004 11:13:32 -0500

From: "Cindy Ross" <cross@cameron.edu>

To: <faculty@cameron.edu>

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Dear Faculty:

As you know, we are in the process of seeking a Vice President for Academic Affairs. The second interview for this position is scheduled April 12 with Dr. Christopher Markwood, Dean, College of Arts, Media and Design, University of Central Oklahoma.

As part of the interview process, you are invited to meet with Dr. Markwood from 3:00-4:00 p.m., Tuesday, April 13 in the Goodyear Room, Room 100, Sciences Complex. Dr. Markwood will make a short presentation of 15-20 minutes, and the balance of the hour will be spent in a question and answer session.

I hope that you will be available to attend this session and to provide your feedback. Thank you.

Cindy Ross
President

Subject: Open Session with Dr. Scott
Date: Fri, 2 Apr 2004 12:58:34 -0600
From: "Cindy Ross" <cross@cameron.edu>
To: <faculty@cameron.edu>

Dear Faculty:

As you know, we are in the process of seeking a Vice President for Academic Affairs. A screening committee led by Acting Provost Sullivan has reviewed the applications. The next step in this search is a series of interviews beginning April 7 with Dr. Steven Scott, Dean, College of Education, Pittsburg State University, Kansas.

As part of the interview process, there will be an open faculty session with Dr. Scott from 3:00-4:00 p.m., Thursday, April 8 in the Goodyear Room, Room 100, Sciences Complex. Dr. Scott will make a short presentation of 15-20 minutes, and the balance of the hour will be spent in a question and answer session.

You are invited to attend this meeting.

Cindy Ross
President

Subject: Storm Damage

Date: Fri, 5 Mar 2004 09:40:29 -0600

From: "Cindy Ross" <cross@cameron.edu>

To: <facstaff@cameron.edu>

Dear Faculty and Staff:

We were fortunate to escape any serious personal injury in yesterday's storm. A number of individuals and areas deserve our thanks for their roles in keeping us safe and dealing with the storm's aftermath including the officers from Public Safety and staff in Physical Facilities. Special recognition is due the Military Science students and faculty who worked hard in clearing debris and to those of you who took leadership roles in insuring that our emergency storm procedures were followed, thus protecting the safety of students and colleagues.

The damage to Cameron's property was reported to Risk Management (the university's insurer) which will have a representative on site this morning. Representatives from Oklahoma Roofing were on campus last night and emergency roofing repairs will begin today. If you know of damage that has not been reported, please contact Mr. Harold Robinson, 581-2417.

Due to the roof damage, two classrooms were rendered unusable for the short term. Alternative locations for the classes scheduled in those rooms have been made. Those classrooms will be repaired as soon as the roofing system is restored.

Clean up operations will continue over the weekend.

As you are aware, many of our faculty, staff, and students' vehicles sustained heavy damage. We ask you to remind students who may need immediate financial assistance of the existing Student Emergency Loan Fund. Students may contact the Business Office at 581-2225 related to accessing the fund.

Thank you for your rapid and positive response to this crisis.

Cindy Ross
President

Subject: CU News: Ross announces Spring 2004 dates for meetings with students

Date: Wed, 4 Feb 2004 17:38:51 -0600

From: "Keith Mitchell" <keithm@cameron.edu>

Organization: Cameron University

To: Cameron@cuok.cameron.edu, campus@cuok.cameron.edu, media@cuok.cameron.edu

For Immediate Release - Lawton, OK, Feb. 4, 2004

President Cindy Ross has announced a series of special meetings with Cameron University students to allow them to share their ideas about college life.

Four such meetings - two of them informal lunches in the Davis Student Union Food Court, and two in her office - are designed to give any Cameron student the chance to share their ideas or concerns. It doesn't matter if the student is a new freshman who has only been on campus for a few weeks, a senior nearing graduation, or a graduate student - each can make a valuable contribution to improving life at CU.

"I am very interested in hearing from students -- impressions they have about Cameron, ways to improve the campus, things that might be troubling them," Ross said. "These things are important to them, so they're important to me."

Ross has scheduled one-hour lunches at 11:30 a.m. in the newly renovated Davis Student Union Food Court on March 5 and April 23. Any Cameron student is welcome to bring a lunch and join the president.

For those students who prefer to speak to the president in a more private forum, Ross hosts "open door" sessions in her office. These one-on-one sessions are very informal and can cover a wide range of topics.

Two "open door" dates for the Spring 2004 semester have been scheduled: 4 p.m. on Monday, Feb. 16, and 2 p.m. Friday, April 16. Both will be held in Ross' office, located in Administration 220. An hour has been set aside to meet with students.

Students who would like to participate in these sessions should contact Ross' office in advance. To ensure that there is sufficient time for all interested students to see the president, students should select a preferred meeting date.

Students should be aware that the president is unable to intervene in individual problems that should be handled through appropriate channels, such as deans or other university officials.

Ross began the lunches and "Open Door" sessions during the Spring 2003 semester as a way of improving communication between students and university administration. They proved so informative that she continued them last fall.

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Editors and Broadcasters: For more information contact CU Government & Community Relations at 580.581.2211.

Subject: Request for Festival VI Proposals
Date: Tue, 27 Jan 2004 10:43:23 -0600
From: "Cindy Ross" <cross@cameron.edu>
To: <facstaff@cameron.edu>


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Dear Faculty and Staff:

Cameron University will be conducting Festival VI during Academic Year 2005-2006. These triennial events have become a distinguishing and exciting activity for the university and community.

Attached is a request for proposal for Festival VI. I invite you to submit a proposal which will assist us to collectively move Cameron University forward.

Cindy Ross
President

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REQUEST FOR PROPOSALS

FESTIVAL VI

Academic Festivals

The academic festival concept originated at Cameron in 1991. Through the creative efforts of the university's faculty, academic festivals have become hallmarks for the university's reputation for academic excellence. Both the origin and the development of this concept are strongly connected to the interactive mission of the university. Festival I (The Year of the Renaissance--1991-1992), Festival II (A Celebration of Diversity--1993-1994), Festival III (Science, Technology and the Twenty-First Century--1996-1997), Festival IV (Bridging the Millennia-1999-2000), Festival V (Beyond Borders --2002-2003), featured events which stimulated participation by both the campus and constituent communities. Those festivals serve as models for the concept; however, they are not models which must be rigidly followed. The concept was originated by the Cameron University faculty and can be further developed, expanded and refined through the creation of future festivals. The first five festivals were collections of events including fine arts and cultural productions, academic conferences, lecture series, seminars, courses, workshops, teleconferences, forums, research projects, artistic endeavors, campus life and environmental improvement projects all focused on a general theme. The theme is selected to stimulate study, research and discussion on issues of significance to both the academic community and society in general.

Mission and Purpose

Central to the mission of each academic festival are the purposes of the university. Academic festivals are designed to enhance the university's efforts to achieve those purposes by generating the opportunity for educational experiences and stimulating scholarly and artistic pursuits and discussion which supplement and extend standard programs and services. Festival themes are selected to assure that all academic disciplines participate. Activities are planned to encourage collegial participation among students and faculty members and to encourage the community served by the university to enjoy the benefits of many of the events. Festivals provide an opportunity to demonstrate that Cameron is genuinely an interactive university with a mission focused on academic excellence and programs rich with educational experiences consistent with that mission.

Festival Sponsors

Any individual faculty member, collection of faculty members, academic school, department or collection of schools and departments is eligible to serve as a sponsor for an academic festival. Individual faculty members or any collection of faculty members who submit a proposal will be required to document that they have the endorsement of their proposal by the department(s) and school(s) of which they are members.

Proposal Requirements

An essential element for consideration of a proposal is the statement of a theme upon which the festival will be based. The statement of the theme should include identification of issues emanating from the theme which will stimulate broad interdisciplinary institutional and community participation.

The proposal should describe the festival in terms of the types of events or projects which could reasonably arise from the theme. Any specific events or projects which are essential to the proposed festival should be listed and briefly described.

The opportunity for involvement by students should be highlighted in the proposal. Students must be given the opportunity to participate in both the planning phase and the events of the festival. Opportunities which can be foreseen for community participation should be discussed.

A festival coordinator must be named in the proposal. One faculty member will be designated to hold the McCasland Endowed Chair for the three academic years 2003-2004, 2004-2005, 2005-2006. Appointment to that chair must be approved by the Provost and the President; however, the proposal should include a proposed designee (ordinarily, the festival coordinator) or should define the pool of faculty members from

which the designee will be nominated. If the faculty member to be appointed to the endowed chair is not the festival coordinator, then the duties proposed for the endowed chair must be stated.

Academic years 2003-2004, 2004-2005 are planning years for Festival VI with most festival events to occur in 2005-2006; however, an event or two could be planned for either or both of the first two years. The proposal must describe the planning organization and process to be implemented during 2003-2004.

Administrative Support Services

Festivals I, II, III, IV and V, were all led by members of the School of Liberal Arts so that a considerable amount of experience with festival administrative responsibilities resides in that school. The Associate Dean, School of Liberal Arts, has served in an administrative support role in the last four festivals and will provide administrative support services for Festival VI. These services can relieve the festival director of the responsibility for much of the facility scheduling, contracting and day to day budget oversight. The director will be responsible for developing the budget to support all activities, but will have the assistance of the Associate Dean with institutional procurement and budget maintenance requirements.

Budget

For the three year period 2003-2006, approximately \$130,000 will be available from all sources to support planning and festival activities. The proposal must include a budget estimate for each of the three years. It is expected that most of the funds would be expended in the third year to support festival events.

Previous festivals have been supported in part by external grants and fund raising projects. A proposal can be strengthened by the inclusion of plans for such grant proposals.

Criteria

Proposals will be evaluated on the following criteria:

- (1) Appropriateness of the proposed theme to Cameron's mission and philosophy and the mission of academic festivals;
- (2) Estimated appeal of the proposed theme to the campus and constituent communities;
- (3) Significance of the issues to the academic community and society;
- (4) Adequacy of proposed planning and support structures;
- (5) Availability of personnel and relevant expertise;
- (6) Appropriateness of the project to the festival concept;
- (7) Adequacy of available funding and fund raising potential to support a suitable program of activities.
- (8) Relationship to the Centennial Celebration in 2008-2009

Application Deadlines

Proposals must be delivered to the Office of the Provost no later than April 1, 2004. An announcement of the selection will be made in time for planning to begin in the Fall of 2004.

Subject: Provost

Date: Fri, 9 Jan 2004 16:07:04 -0600

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

This is to inform you that Dr. Richard Lee has resigned his position as provost and professor, effective immediately. Dr. Lee's service to the university is appreciated. We thank him for his hard work during his time at Cameron.

During the spring semester, Dr. Don Sullivan has agreed to serve as Acting Provost. As you know, Dr. Sullivan has served in a variety of important roles at Cameron including Provost. His expertise will be invaluable as we continue to work together to implement "Plan 2008." A search for the new provost with broad university involvement will begin immediately.

This is an exciting time at Cameron. Cameron students continue to excel. Just two examples are the success that our students earned at Regional Universities Research Day and in the various speech/debate tournaments. Faculty proposals have been received and reviewed for the expenditures of this year's endowed lecture funds. Use of the endowed lecture interest earnings for direct faculty support is a first for Cameron. Recruitment for faculty openings will begin next week. The announcement of an interesting commencement speaker will be made in the next couple of days.

Please join me in extending best wishes to Dr. Lee and in welcoming back Dr. Sullivan to a familiar role.

Cindy Ross
President

Subject: Faculty and Staff Reception at Cameron House

Date: Fri, 5 Dec 2003 13:01:06 -0600

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

Dear Faculty and Staff:

You are invited to Cameron House for the annual Faculty and Staff Holiday Reception. The reception will be held on Friday, December 12th from 3:00-6:00 p.m. Snacks will be provided, and you may come and go as your schedule permits. Retired faculty and staff are also invited, giving you an opportunity to visit with some old friends as well as acquaint yourself with the newest additions to the Cameron family.

Parking is limited at Cameron House, and in order to reduce congestion, you are encouraged to take advantage of the provided shuttle service. A van will make the round trip to Cameron House from the Howell Hall parking lot every 20 minutes beginning at 3:00 p.m. For those of you who prefer to bring your own vehicles, carpooling is suggested to cut down on traffic congestion and reduce walking distance, especially in the event that the weather is inclement on the day of the party.

Please join me in winding down a busy and successful fall semester. You might even regroup for the task of grading that last batch of finals. I look forward to seeing you at the reception.

Sincerely,

Cindy Ross
President



OFFICE OF THE PRESIDENT
2800 West Gore Boulevard
Lawton, Oklahoma 73505-6377
(580) 581-2201 FAX: (580) 581-2421
cross@cameron.edu

October 27, 2003

Dear Faculty and Staff:

Having written each of you several times over the past 14 months to relay the bad news of multiple budget reductions, this letter is a pleasure.

At a meeting today in Claremore, Cameron's governing board approved my recommendation for a one-time merit stipend to employees who meet the following eligibility guidelines:

- Be a current, full-time employee at the time the stipend is paid;
- Have at least a satisfactory performance evaluation;
- Be employed on or before August 14, 2001 in order to be eligible for a 3-percent merit stipend;
- Have started employment from August 15, 2001 to August 12, 2002 in order to be eligible for a 2-percent merit stipend;
- Employees hired after August 12, 2002 are not eligible.
- Classified, administrative, and professional employees who received a promotion or salary adjustment after August 12, 2002 are not eligible.
- Employees with outstanding and exemplary performance evaluations and the recommendation of their department head or dean were considered for an additional stipend. Several employees were evaluated as contributing an exemplary performance and will receive stipends between 4 and 10 percent.

Eligible employees will receive the stipends by check or direct deposit on November 6.

The resources to provide this stipend were made available through a variety of sources: increased tuition revenue thanks to student enrollment growth this fall; a substantial contribution of private dollars provided by the Cameron University Foundation; a state revenue surplus from the June 2003 collections; continued fiscal control by the schools and departments; and obtaining a favorable natural gas contract.

While budget concerns continue to be a reality, and it is important to exercise fiscal restraint and caution, it is critical to indicate to you, Cameron University's faculty and staff, your value. During the budget reductions and increased enrollment, you have been asked to do

Subject: Faculty and Staff Reception at Cameron House

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Organization: Cameron University

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Please join me in winding down a busy and successful fall semester. You might even regroup for the task of grading that last batch of finals. I look forward to seeing you at the reception.

Sincerely,

Cindy Ross
President

Subject: Thanksgiving Dinner

Date: Fri, 21 Nov 2003 14:50:42 -0600

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

CC: <adminasst@ccmcenter.org>

Dear Faculty and Staff:

Last year several faculty and staff joined me to serve the Student Thanksgiving Dinner at the Cameron Campus Ministry (CCM). Each of us thoroughly enjoyed ourselves with the festivities including good food, great conversation, and a genuine sharing of the spirit of Thanksgiving.

Once again the Cameron Campus Ministry is hosting the Student Thanksgiving Dinner on Wednesday, November 26, from 11:30 a.m.-1:30 p.m. at the CCM Center. Donations of food items such as turkey, dressing, mashed potatoes, or vegetables are needed.

In addition, if any faculty or staff member would like to join me in serving the meal, it would be very appreciated. Please call Judy at 357-7226 or email adminasst@ccmcenter.org to RSVP by 5:00 p.m. on November 24, 2003.

Happy Thanksgiving!

Sincerely,

Cindy Ross
President

Subject: Special health message

Date: Tue, 18 Nov 2003 20:37:13 -0600

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>, <allw@wolverine.cameron.edu>

A message to Cameron University students, faculty, and staff from President
Cindy Ross

November 18, 2003

Because of the recent death of a Cameron University student from Neisseria meningitidis, I am notifying you of a potential health concern.

The student's name has not been released by the Health Department and cannot be released by the university because of privacy laws. However, I can tell you that this individual lived off-campus and became ill Friday afternoon.

While this bacteria is communicable, there is no reason to panic. The Oklahoma State Health Department has told us that the transmission rate is low. It does not spread through casual contact. To be exposed, a person must have had close physical contact, such as kissing, or using common eating or drinking utensils. The Comanche County Health Department is working actively to identify all of these close contacts and will call these individuals to recommend specific preventive measures.


Although the general student body is not at risk, I realize that there will be concerns on the part of Cameron faculty, staff, and students. A fact sheet is attached to help answer any questions you might have about Neisseria meningitidis and its transmission. I have also asked a representative from the Comanche County Health Department to come to campus for individual consultations. This medical professional will be available from 10:00 a.m. until 5:00 p.m. Wednesday through Friday, November 19-21, in Howell Hall 106.

After the consultation, anyone who may need additional follow-up should contact his or her personal healthcare provider. For those without one, the university has made arrangements with a local physician to provide that service.

Your safety and well-being is our first concern. Cameron University is taking every precaution to protect your health.

Sincerely,

Cindy Ross
President

 Meningitis fact sheet.doc	Name: Meningitis fact sheet.doc Type: WINWORD File (application/msword) Encoding: base64
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Subject: Merit Stipend

Date: Mon, 27 Oct 2003 15:22:52 -0600

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

Dear Faculty and Staff:

Having written each of you several times over the past 14 months to relay the bad news of multiple budget reductions, this letter is a pleasure.

At a meeting today in Claremore, Cameron's governing board approved my recommendation for a one-time merit stipend to employees who meet the following eligibility guidelines:

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The resources to provide this stipend were made available through a variety of sources: increased tuition revenue thanks to student enrollment growth this fall; a substantial contribution of private dollars provided by the Cameron University Foundation; a state revenue surplus from the June 2003 collections; continued fiscal control by the schools and departments; and obtaining a favorable natural gas contract.

While budget concerns continue to be a reality, and it is important to exercise fiscal restraint and caution, it is critical to indicate to you, Cameron University's faculty and staff, your value. During the budget reductions and increased enrollment, you have been asked to do "more with less," and you have responded. While at this time we can accommodate only a modest stipend program, it is a sincere gesture of recognition and appreciation for your commitment to this university and to the students we serve.

With your continued support and efforts to reduce expenditures and increase revenue, Cameron University will emerge on the other side of this economic downturn stronger and moving forward as we work together to build a great university.

Sincerely,

Cindy Ross
President



OFFICE OF THE PRESIDENT
2800 West Gore Boulevard
Lawton, Oklahoma 73505-6377
(580) 581-2201 FAX: (580) 581-2421
cross@cameron.edu

MEMORANDUM

Date: September 2, 2003

To: Cameron University Faculty and Staff

From: President Cindy Ross *CJR*

Re: Alumni Weekend 2003 - Honoring the Classes of 1953, 1978 and 1993

Cameron's alumni have been invited to campus on October 3rd and 4th to participate in the second annual Alumni Weekend. In addition to the traditional 50-year reunion, 10-year and 25-year reunions have been added. Activities on Friday include the Academic Convocation, official dedication of Conwill Hall, tours of campus, a reception and presentation of medallions to honor Golden Associates who are alumni of 50 years ago or more, a barbecue dinner and a dance. A reunion reception and luncheon will take place on Saturday with the presentation of Distinguished Alumni Awards and Faculty Hall of Fame Awards.

You are encouraged to attend as many events as possible and to help us host Cameron's alumni and their families who will be guests on our campus. Attached is a schedule for the weekend and a reservation form. Please place these dates on your calendar and call the alumni office to make reservations for the Friday barbecue and dance and the Saturday luncheon.

I hope to see you there.

Cameron University Alumni Weekend 2003 Reservation Form

Note: Oct. 3 & 4 meal reservations cannot be guaranteed after Sept. 29. After that date, call to confirm availability.

Tickets will not be mailed - Please check in at the registration table on Friday and/or Saturday

Names for name tags (include class year for alumni) - Use back for additional names:

_____ Class of _____ Guest _____
 _____ Class of _____ Guest _____

Address/City/State/Zip: _____ Phone _____

Friday, Oct 3: # Attending Campus Tour _____ (no fee) #Attending Cameron House Reception _____ (no fee)
 # Attending Barbecue and Dance _____ @ \$10 per person..... = \$ _____

Saturday, Oct 4: # Attending Reunion Reception/Lunch @ \$15 per person..... = \$ _____

TOTAL PAYABLE TO CUA* = \$ _____

Return to CU Alumni Office, 2800 W Gore Blvd, Lawton OK 73505-6377 Phone: (580)581-2988

**VISA/MC orders can be accepted by phone or by providing the appropriate information by mail*

Cameron University Alumni Association - Alumni Weekend 2003 - Schedule of Events Friday and Saturday, October 3 - 4, 2003 Honoring Golden Associates and the Classes of 1953, 1978 and 1993

Friday, October 3

10:30 a.m.

Convocation - A celebration of Cameron's academic mission with musical performances, pageantry and recognition of honor students.
 Location: Fine Arts Courtyard (open to the public)

2:30 - 3:00 p.m.

Friday Alumni Registration - Location: Administration Building, Rm 145

3:00 p.m.

Conwill Hall Dedication (open to the public).
 Location: Between Nance-Boyer Hall and the Sciences Complex

3:30 p.m.

Campus Tour - Beginning at Conwill Hall

5 - 6:00 p.m.

Reception at Cameron House - Location: 4402 W. Gore Boulevard
 Honoring Cameron alumni. Golden Associate Medallions will be presented to graduates and former students of 50 years ago or more. **No fee**

6 - 8:00 p.m.

Reunion Barbecue and Dance - Location: Music Building - Band Room . All graduates, former students, guests and friends of Cameron are welcome.
Reservations required - \$10

Saturday, October 4

8:30 a.m.

PLUS Reunion Breakfast. Location: Wichita Room - Shepler Center. Open to all former Presidential Leaders/University Scholars. (A separate notice will be mailed) **No fee**

10:00 a.m.

Registration/Reunion Reception. Location: Shepler Center. All alumni welcome. Honoring classes through 1953, Class of 1978, Class of 1993.

12:00 p.m.

Reunion Luncheon/Awards Presentation - Roll call of class decades. Recognition of reunion classes. Presentation of Distinguished Alumni and Faculty Hall of Fame Awards. **Reservations required - \$15**

CUAA DISTINGUISHED ALUMNI AWARD RECIPIENTS - 2003

Honor M. Bell, Pensacola, Fla. B.S. in general education from Cameron in 1978. He is a 20-year retired Army officer with eight years of enlisted service. He currently serves as director of community service and outreach for the chief of Naval Education and Training where he supports over 80 programs associated with youth development through Navy volunteerism. He has served on the board of directors of numerous community organizations including the board of trustees for University of West Florida. He presents workshops on leadership topics related to ethics, values and character to university groups and youth organizations throughout the United States.

Gerri Hair, Lawton. A.A.S. from Cameron in 1952. At Cameron she was secretary to the president and assistant registrar. During a varied career in profit and non-profit organizations, she has been a seminar leader, public speaker, author, editor and publisher. She serves as program coordinator and editor of the bulletin at the Center for Creative Living. She was vocational director of Nexus, Inc., a female alcohol and drug rehabilitation program. She has held positions in the field of education including adjunct professor and director of the Institute for Women in Business at Southern Methodist University where she was originator, editor and publisher of a nationally distributed newsletter, MS. BIZ. She was director of academic affairs at Northwood Institute in Texas and director of alumni relations at Dallas Baptist University. She worked in politics and was an administrative assistant to President Lyndon B. Johnson's special assistant in Washington, D.C.

Kathryn Theresa Hickman, Lawton. B.A. in piano performance from Cameron in 1978. She is well known locally and nationally for her impact on music education. She is owner and director of the Academy of Music where she maintains a private piano studio. She is an active accompanist, duet pianist, chamber musician and church musician, adjudicator for music festivals and is children's choir director at St. Mary's Elementary School. She has been an adjunct faculty member in the music department at Cameron teaching piano, worked with the summer keyboard camps and served as accompanist for the Cameron University/Lawton Civic Chorale. She is co-founder and director of the piano and strings camp at Inspiration Point Fine Arts Colony in Eureka Springs, Ark. and serves on their Board of Trustees. She has received numerous awards including Lawton Arts and Humanities Council Educator of the Arts and Oklahoma Musician of the Year by the Oklahoma Federation of Music Clubs.

Charles Trimble, Omaha, Neb. Attended Cameron for four semesters from 1952-54. He received a bachelors in journalism from the University of South Dakota and did further studies in journalism at the University of Colorado. He received an honorary doctorate of humane letters at Wayne State College and an honorary doctor of cultural science degree from Creighton University. He founded the American Indian Press Association (now the Native American Journalists Association) He was executive director of the National Congress of American Indians in Washington, D.C. representing the vast majority of tribes in the U.S. He is president of the Charles Trimble Company which is dedicated to fostering economic development on Indian reservations; president of the Red Willow Institute which provides technical and management assistance to Native American non-profit organizations; and president and CEO of the John G. Neihardt Foundation. He has served as president of the Nebraska State Historical Society Board of Trustees, the Nebraska Commission on Indian Affairs and the American Folklife Center of the Library of Congress Board of Trustees in Washington, D.C.

CUAA FACULTY HALL OF FAME RECIPIENTS - 2003

Thomas R. Russell, Lawton. Associate Professor, Department of Technology. A.S. in data processing and B.S. in business administration from Cameron University; M.S. in computer science, Midwestern State University; National Certification from Institute for Certification of Computer Professionals as a Certified Data Processor. Served on staff at Cameron as programmer/analyst, 1970-73; assistant director of data processing, 1974-81; and director of computer services, 1981-85. He began his teaching career in the department of technology in 1970 and served nine years as the department chair. He researched the "Year 2000" problem and presented workshops and seminars, providing hands-on assistance to area banks and businesses. Under his direction, a marketing CD has been developed for the technology department; and he participates in recruitment days at public schools.

Dr. Mary Rubin, Mesa, Az. Professor Emerita, Department of Education, serving at Cameron from 1973 to 2000. B.S. in elementary education, Arizona State University; M.Ed. in reading education, University of Arizona; Ed.D. in reading education, University of Oklahoma. She taught in public schools before taking the position of reading center director at Cameron in 1973 until 1994 while also teaching education courses. She continued to teach, supervised student teachers and residency teachers and was a leader in Cameron's Secondary Teacher Education Program, CAMSTEP. She was coordinator of the Holistic Retention Program and served as assistant chair of the department of education. She served the Lawton Public Schools by assisting with in-service programs, Geography Family Night activities, judging geography bees and performed over 15 hours annually assisting teachers in varied activities. She was director of the Boy Scout Merit Badge Seminar held annually on the Cameron Campus. She is an Arizona State University East adjunct faculty member and student teacher supervisor.

Subject: 2003 Academic Convocation

Date: Fri, 26 Sep 2003 08:31:12 -0500

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

Dear Faculty and Staff:

Cameron University's annual Convocation is a celebration of our academic mission and our commitment to the pursuit of academic excellence on our campus. This year the ceremony will be held at 10:30 a.m. Friday, October 3, in the courtyard of the Louise D. McMahon Fine Arts Complex. In the event of inclement weather, the ceremony will be moved to the University Theatre.

Convocation gives us an opportunity to reflect on our rich history and build traditions as an academic community. Our guest speaker will be Regent Stephen Bentley, a distinguished higher education advocate and an avid Cameron supporter. Again this year, the ceremony will highlight our students and will include a student speaker from each of the schools on our campus. Members of our honor societies, scholarship recipients, and other student participants will assemble with faculty and staff no later than 10:15 a.m. at locations designated by the Chair of the Public Exercise Committee in forthcoming email. Faculty and staff will wear academic regalia for this impressive ceremony.

Faculty members who have classes during this time period may choose to bring their students to Convocation and to integrate this meaningful academic tradition into those classes.

Cindy Ross
President



OFFICE OF THE PRESIDENT
2800 West Gore Boulevard
Lawton, Oklahoma 73505-6377
(580) 581-2201 FAX: (580) 581-2421
cross@cameron.edu

MEMORANDUM

DATE: September 25, 2003
TO: Cameron University Faculty and Staff
FROM: President Cindy Kross *CK*
RE: Convocation 2003, October 3, 2003, 10:30 a.m.

Cameron University's annual Convocation is a celebration of our academic mission and our commitment to the pursuit of academic excellence on our campus. This year the ceremony will be held at 10:30 a.m. Friday, October 3, in the courtyard of the Louise D. McMahon Fine Arts Complex. In the event of inclement weather, the ceremony will be moved to the University Theatre.

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Faculty members who have classes during this time period may choose to bring their students to Convocation and to integrate this meaningful academic tradition into those classes.

CSR/dp

Subject: CU News: President sets student lunch dates, open door meetings for fall

Date: Mon, 8 Sep 2003 11:44:35 -0600

From: "Keith Mitchell" <keithm@cameron.edu>

Organization: Cameron University

To: Cameron@cameron.edu, campus@cameron.edu, media@cameron.edu

For Immediate Release- Lawton, OK, Sept. 8, 2003

Whether they are seniors at Cameron University or freshmen who have here less than a month, President Cindy Ross is interested in what each CU student thinks about life on campus.

Last spring, this interest led the president to create additional opportunities to interact with the student body. Those opportunities -- lunch sessions with students and private meetings in her office -- proved so successful that Ross has announced she will continue them during the Fall 2003 semester.

"I am very interested in hearing from students," Ross said. "Impressions they have about Cameron, ways to improve the campus, things that might be troubling them -- these things are important to them, so they're important to me."

Ross will have lunch at the following campus locations at noon on each of these dates: Sept. 17 in the Moody Blue and Nov. 6 in the Davis Student Union Grill. Any Cameron student is welcome to bring a lunch and join the president at one of these sessions.

For those students who prefer to speak to the president in a more private forum, Ross hosts "open door" sessions in her office. These one-on-one sessions are very informal and can cover a wide range of topics.

Four "open door" dates for the Fall 2003 semester have been scheduled: Sept. 25, Oct. 22, Nov. 13 and Dec. 3. Each session begins at 1 p.m. in Ross' office, located in Administration 220. An hour has been set aside to meet with students.

Students who would like to participate in these sessions should contact the President's Office in advance. To ensure that there is sufficient time for all interested students to see Ross, students should select a preferred meeting date.

"Both the lunches and open door sessions can provide students a great opportunity to share their interests and concerns with me, and it also gives me a chance to get to know them better," Ross said.

Students should be aware, however, that the president is unable to intervene in individual problems that should be handled through appropriate channels, such as deans or other university officials.

The president will also periodically hold lunches with academic departments during the semester, allowing faculty the same opportunities for discussion that are provided students. Departments will receive direct notification when a lunch schedule is finalized.

Subject: New Administrators

Date: Thu, 7 Aug 2003 09:04:40 -0500

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

Dear Faculty and Staff:

I am pleased to announce two new administrators will join our forces within the next several weeks.

Mr. David Wolf, Vice President for Development, has a proven track record of direct fund-raising experience and success including a multi-million-dollar fund-raising initiative at the University of Texas at Arlington. He expects to complete his Ph.D. in Public Administration in May '04. Mr. Wolf's first official day on campus will be August 25th.

Dr. Larry Kruse will officially begin his new duties as Associate Provost for Enrollment Management on September 1st. Dr. Kruse has over 30 years of experience in higher education, most recently serving as Director of High School and College Relations at OSU. His leadership at OSU produced a 50-plus percent gain in freshman students over the last ten years and an overall enrollment increase of 5,000 students.

Mr. Wolf and Dr. Kruse have each made trips to Lawton to meet their staff and several other soon-to-be colleagues. They will also be here on August 15th for further introductions.

It is a pleasure to have these distinguished higher education professionals coming to our campus. Please join me in welcoming them to the Cameron community.

Cindy Ross
President

Subject: Annual Faculty and Staff Meeting

Date: Wed, 6 Aug 2003 15:49:56 -0500

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

Dear Cameron Faculty and Staff:

I would like to personally invite you to Cameron University's annual faculty and staff meeting scheduled for 3:00 p.m. Friday, August 15, in the University Theatre.

For some of you, this will be your first official function at Cameron. You will find this event to be very informative as it gives you a chance to learn the current state of the university and plans for the coming year. It also provides the opportunity to meet your colleagues and link faces to some of the names you have heard since your arrival.

Friday's meeting is open to all CU faculty and staff, and everyone is encouraged to attend. Realizing that this is a workday and you are busy preparing for the start of the academic year, the dress code will be casual.

Immediately following the meeting, an informal social event is scheduled. Please plan to stay to renew old acquaintances or make new friends. I would also like the opportunity to personally greet you.

Many exciting things have happened at Cameron in recent months and more are on the horizon. Our scholarship program has been expanded; fall enrollment is projected to increase; and CU's participation in the community has grown. We are working diligently to recruit more traditional-age students, and Cameron is well on its way to becoming the "university of choice" for the Southwest.

I look forward to seeing you next week.

Sincerely,

Cindy Ross
President

Subject: 2003-04 Budget

Date: Thu, 17 Jul 2003 16:02:16 -0500

From: "Cindy Ross" <cross@cameron.edu>

Organization: Cameron University

To: "Facstaff" <facstaff@cameron.edu>

Dear Faculty and Staff:

Recently, Cameron University's governing board approved an annual budget of slightly more than \$32 million for the 2003-2004 fiscal year. The new budget reflects a continuing decrease in the amount of public funds allocated to higher education. The Oklahoma State Regents for Higher Education have allocated slightly more than \$18 million in state monies to Cameron this fiscal year - a decrease of more than \$2 million from last year's budget.

Since my arrival at Cameron a year ago, I have tried to keep you abreast of the financial situation facing the university. Many of you have provided valuable inputs at faculty and staff meetings during the year or via email. Your suggestions have given me significant guidance in dealing with the ongoing budget reductions. Because of your hard work and creative ideas, Cameron is in better financial shape today than it was a year ago.

In developing a budget for FY2004, it was necessary to increase tuition and fees so we could continue to offer quality instruction to students. This increase - which was comparable to adjustments made at other colleges and universities in the state - will not completely offset Cameron's budget shortfall. We project that the increase in tuition rates will give the university an additional \$1.76 million - far short of the \$2.5 million that our budget has been reduced during the past 18 months, especially when viewed in conjunction with more than \$700,000 in mandatory cost increases we face this fiscal year.

Whether you are part of the Cameron faculty or its staff, I am sure you have questions relating to the impact of the new budget on your area. Following Regents' approval of our FY2004 operating budget, I held a series of meetings to brief deans, department chairs, and the CU Faculty Council. You may contact any of these individuals with questions, or you can ask me via email or at next month's annual faculty-staff meeting.

An overview of the new budget and the related tuition increase is available for your review. Copies can be requested from CU Government and Community Relations in Administration 150, or by emailing thescoop@cameron.edu.

A news release giving details of the new budget can be viewed on the CU website at: http://www.cameron.edu/admin/media_pr/pr03/114budget.june.html.

I would again like to express my thanks to each of you for your valuable suggestions and assistance in helping Cameron deal with this difficult situation. Our new budget reflects a university that is evolving, in spite of constraints caused by the state's budget crisis. With your help, we will continue to invest in Cameron's future and place it on a firm footing that fulfills its mission and promise to Southwest Oklahoma.

Sincerely,

Cindy Ross
President

Subject: Announcement Provost

Date: Tue, 22 Apr 2003 10:19:50 -0500

From: "Cynthia S. Ross" <cross@cameron.edu>

To: "Facstaff" <facstaff@cameron.edu>

Faculty and Staff,

I am pleased to announce that Dr. Richard C. Lee, Dean of Graduate Studies and Continuing Education University of Wisconsin-Whitewater, has accepted the position of Provost beginning August 1. Dr. Lee brings an impressive record of successful academic and administrative experience plus a strong commitment to academic quality and student learning.

Dr. Lee will officially assume the responsibilities of Provost August 1. During the interim period, Provost-Designee Lee will make periodic visits to campus, averaging one visit per month and will be available via technology through the transition period.

Based on all of the feedback that was thoughtfully provided to me following the round of interviews, I know that the campus community is as delighted as I am with the selection of Dr. Lee as Cameron University's next provost.

Special thanks are due to the screening committee members, ably chaired by Dean Lloyd Dawe, and Dr. Terrill McKellips who is serving as Interim Provost. I also extend my thanks to each of you who took the time from your busy schedules to meet the candidates and provide valuable input to me.

Cindy Ross
President

Subject: Faculty Sessions with Provost Candidates

Date: Mon, 7 Apr 2003 11:39:31 -0500

From: "Deanna Patterson" <deannap@cameron.edu>

Organization: Cameron University

To: Faculty@cameron.edu

Dear Faculty:

Within the next two weeks, three additional candidates for the Provost position will visit our campus. Separate open faculty sessions will be held for each of these candidates. Each candidate will give a short presentation (15-20 minutes) and you will have an opportunity to ask questions.

Details of each visit are listed below. I encourage you to take advantage of these opportunities to meet and interact with the candidates for this important position.

Cindy Ross
President

Dr. Richard Lee, Dean, Graduate Studies and Continuing Education, University of Wisconsin-Whitewater.

Dr. Lee will be interviewing on Wednesday and Thursday, April 9-10. His open faculty session is scheduled for 10:30-11:15 a.m. on Thursday, April 10th, in the Shepler Mezzanine.

Dr. Galan (Lanny) Janeksela, Dean, College of Health and Human Services, University of Tennessee at Chattanooga.

Dr. Janeksela will be interviewing on Thursday and Friday, April 10-11. His open faculty session is scheduled for 9:30-10:15 a.m. on Friday, April 11th in the Shepler Mezzanine.

Dr. Dalton Bigbee, Associate Vice President for Academic Affairs, Texas A&M University-Kingsville.

Dr. Bigbee will be interviewing on Wednesday and Thursday, April 16-17. His open faculty session is scheduled for 9:30-10:15 a.m. on Thursday, April 17th in the Shepler Mezzanine.

Subject: Provost Applicant

Date: Mon, 31 Mar 2003 09:02:55 -0600 (CST)

From: <cross@cameron.edu>

To: <faculty@cameron.edu>

Dear Faculty:

As you know, we have been seeking candidates for the Provost's position. In January, I appointed a committee chaired by Dean Lloyd Dawe to screen potential candidates.

The next phase of this search is a series of interviews beginning Thursday, April 3, with Dr. Keith Swigger, Dean, College of Professional Education, Texas Woman's University. An open faculty session will be held at 10:30 a.m. in the Mezzanine, Shepler Hall. At that time, Dr. Swigger will give a short (15-20 minutes) presentation followed by a more extended time to ask questions.

I encourage you to take advantage of this opportunity to meet and interact with the candidates for this important position.

Cindy Ross
President

Year 2004, those reductions must now be annualized into a permanent loss of revenue. This will be a struggle."

"Our task will be to find how to reduce funds while continuing to minimize its impact on our primary mission, which is teaching students."

Scott Meacham, the director of the Office of State Finance, gave little hope for any relief in the foreseeable future.

"Revenue collections have not improved (for the state) and we do not anticipate significant gains in coming months," he said on March 11 when announced the latest round of budget cuts for state agencies. "The economy is simply not generating the amount of tax revenue necessary to support the state's budget, event at a reduced level."

The state's revenue sources are lagging across the board. Income tax collections - both individual and corporate - are below estimates, as are sales tax and motor vehicle tax collections. Only revenue from the gross production tax on natural gas showed any significant improvement.

"However, this increase was not enough by far to offset losses from other revenue sources," Meacham said.

-30-

fiscal year, Cameron's budget has been reduced 7.25 percent, or nearly \$1.5 million.

In February 2002, when the state's financial crisis began to intensify, Cameron was ordered to reduce its budget by nearly \$800,000. Although a portion of those funds were restored at the beginning of the current fiscal year, the action proved to be only temporary. Including this month's reduction, Cameron has been forced to cut more than \$1.85 million from its budget during the past 13 months.

CU President Cindy Ross worked most of the week with Glen Pinkston, the university's new Vice President for Business and Finance, and other senior administrators to determine how Cameron will handle this latest cut. Fortunately, the university has realized savings on its natural gas use and increased the amount through utility conservation practices instituted on campus during the winter.

"Energy management on campus, along with a very favorable natural gas contract negotiated by Dr. Terral McKellips, has generated much of the savings that we will use to offset this latest reduction," Ross said. McKellips, who is Cameron's Interim Provost, was serving as its Interim Vice President for Business and Finance at the time the contract was negotiated.

"While I can't compliment Dr. McKellips enough for his work on our natural gas contract, I also want to acknowledge contributions made by CU's faculty and staff, who made the sacrifices necessary to accommodate this year's budget reductions," Ross added. "Without exception, they offered suggestions and took the initiative to help Cameron through the situation - without complaint and in a spirit of cooperation."

Those sacrifices helped the institution weather a \$330,000 budget cut last December.

"At the time, Cameron intentionally took cuts that we knew we couldn't take once the spring semester started," Ross said. "We informed our faculty and staff that we were not going to dip any further into our reserves or spend any of our utility savings. We also decided not to touch funds generated through increases in enrollment, just in case we needed that resource later in the fiscal year."

Instead, Cameron handled that round through a series of actions that included suspending development of online courses; increasing faculty teaching loads; reorganizing the Center of Excellence in Advanced Computer Technology and the Educational Outreach branch; restricting out-of-state travel and eliminating two unfilled administrative positions on campus.

"As it turned out, this was the right decision and enabled us to realize enough extra utility savings so that we could handle this latest cut," Ross noted. "Essentially, what we did was put back money for a rainy day ... and it rained last week."

Each reduction has been increasingly difficult to handle, Ross noted.

"Many of the means we used to achieve the \$1.85 million in cuts have been through one-time reductions and cost-saving measures," she said. "In putting together the budget for Fiscal

Subject: Lastest Budget Reduction

Date: Fri, 21 Mar 2003 11:18:51 -0600 (CST)

From: <cross@cameron.edu>

To: <facstaff@cameron.edu>

Dear Faculty and Staff

Following this brief message, you will find a media release that will be distributed to area newspapers and broadcast outlets later today.

Those of you who are following the ongoing state budget crisis are aware that last week the Office of State Finance announced a third round of reductions for state agencies, including higher education. For Cameron University, that means the loss of an additional \$254,000 in funds. This media release explains how we will meet this reduction.

I am pleased to report that, because of a variety of actions, this latest budget reduction will be handled through expenditure reductions and expenditure controls previously implemented. Dr. Terral McKellips, who was serving in the capacity of Interim Vice President of Business and Finance last fall, was able to contractually lock in a low price for Cameron's natural gas needs during the winter months. The utility savings realized from this action will be used to offset much of last week's reduction in funding.

However, I think it is vitally important that each of you realize that the largest share of the credit for the way Cameron was able to handle this latest round of budget cuts rests with you, the faculty and staff of the university. You have suggested ways that CU can deal with the ongoing cuts, demonstrated a willingness to support some very hard decisions and voluntarily reduced a variety of expenditures.

It has only been because of your diligence, ingenuity and hard work that we have been successful in accommodating these reductions without seriously impacting the classroom experience for our students. Thank you.

Sincerely,

Cindy Ross
President

For Immediate Release - Lawton, OK, March 21, 2003

A new round of revenue cuts ordered March 11 by Oklahoma's Office of State Finance means that Cameron University will have to eliminate more than a quarter-million additional dollars from its already lean budget.

This is the third time this fiscal year that Cameron and Oklahoma's other colleges and universities have been told to slash their budgets, and the fourth time in the past 13 months.

Cameron has been instructed to reduce its Fiscal Year 2003 budget by 1.27 percent, which amounts to \$254,322. This comes on the heels of budget reductions of 4.34 percent in September 2002 and 1.64 percent in December. In all this

Subject: President's Planning Committee

Date: Mon, 24 Feb 2003 15:46:45 -0600 (CST)

From: <cross@cameron.edu>

To: <facstaff@cameron.edu>

Dear Faculty and Staff:

When I arrived at Cameron University last August, I pledged to actively seek faculty and student input on matters such as planning, budget development, and capital priorities. In keeping with that pledge, and in accordance with the CU Faculty Handbook, I recently appointed the President's Planning Committee.

Dr. Lance Janda has been asked to chair the President's Planning Committee. Serving with him are the two other CU Faculty Council officers, Dr. Marge Kingsley and Dr. John Morris. Other committee members are Interim Provost Terral McKellips, Dean Gary Buckley, Department Chair Tony Allison, and student representatives Cassie Brenner, Trey Fox, and Carlton Pogson. Serving in an ex officio capacity are Vice Presidents Glen Pinkston, Linda Dzialo, and Tony Pokorny, and Directors Keith Mitchell, Harold Robinson and Tom Sutherlin.

The committee has held two meetings. Its charge is to develop a "strategic planning document" to guide Cameron's future efforts. This includes reviewing the university's mission statement and gathering a variety of data on students, costs, and programs. Armed with that information, the committee will propose Cameron's goals and objectives.

Over the next few weeks the committee will review data and attempt to develop a set of "core values" for Cameron. In early April you will be asked to participate in this process during a university-wide retreat. Please be on the lookout for future communication from Dr. Janda, during which he will announce the exact time and location of the retreat.

This is your opportunity to share your expertise and present your thoughts on these important issues and help shape the future of Cameron University.

Please contact any of the committee members to provide inputs and plan to participate in the university retreat.

Sincerely,

Cindy Ross
President

Subject: Announcement - Vice President for Student Services

Date: Wed, 19 Feb 2003 11:44:56 -0600 (CST)

From: <cross@cameron.edu>

To: <facstaff@cameron.edu>

Dear Faculty and Staff:

Last week I informed you about Dr. Linda Dzialo's retirement announcement after 29 years devoted to serving students. I am pleased to share with you my recommendation to the Regents to name Ms. Samantha Wartley as the Vice President for Student Services effective March 16.

As many of you know, Ms. Wartley has served students at Cameron for the past 10 years most recently as Dean of Students. She brings to the position applicable experience and a commitment to student learning and the collegiate experience. We are fortunate to have a person of the caliber of Ms. Wartley ready, willing, and able to lead the Student Services division.

The Dean of Students position as such will be eliminated; however, the services will not be. The recent reorganization resulting from the implementation of recommendations in the Reasor Report provides the opportunity for Ms. Wartley to maintain many of her current assignments, reassign some duties within the Student Services Division, while picking up the responsibilities of the Vice President for Student Services.

Please join me in expressing congratulations and support to Ms. Wartley.

Cindy Ross
President

Date: Mon, 17 Feb 2003 15:17:53 -0600 (CST)
From: cross@cameron.edu
To: faculty@cameron.edu
Subject: Request for Proposals

[The following text is in the "iso-8859-1" character set.]
[Your display is set for the "US-ASCII" character set.]
[Some characters may be displayed incorrectly.]

Dear Faculty:

As you are aware, major priorities for Cameron University include an expanded student recruitment program, particularly targeting traditional-age students and a strengthened retention program for all students.

Dr. Virginia Reasor visited our campus during November and December to review our enrollment management organization and to assist us in developing a plan to enhance all of our student success processes from recruitment to graduation. She has completed her work and made a number of recommendations, several of which address student recruitment and retention.

Participation and leadership by faculty members are essential to any program intended to improve student success. In order to encourage faculty members to assist directly with the building of such a program, I am pleased to announce that the Cameron University Foundation has agreed to provide funding for that purpose.

Faculty members, either individually or collaboratively, may submit proposals for funding up to \$5,000 for projects to enhance student recruitment and retention. Attached to this message is a Request for Proposals and corresponding proposal information and forms. Printed versions of this information are also available from the office of your Dean. Please review the RFP and make plans to complete a proposal. Proposals should be returned to the Office of the President by April 1, 2003. A committee will review proposals, and if possible, projects will be operational by the fall of 2003.

Please give serious consideration to participating in this process. This is a great opportunity to renew a tradition of excellence at Cameron, and now is the time to begin.

I am looking forward to your innovative ideas. Thank you for your support.

Cindy Ross
President

[Part 2, Application/OCTET-STREAM (Name: "REQUEST FOR]
[PROPOSALS.9901DEFANGED-doc") 37KB.]
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[Part 3, Application/OCTET-STREAM (Name: "R&R Proposal Budget]
[Form.9901DEFANGED-doc") 49KB.]
[Unable to print this part.]

Subject: Opportunities to Better Serve Students

Date: Thu, 30 Jan 2003 16:45:36 -0600 (CST)

From: <cross@cameron.edu>

To: <facstaff@cameron.edu>

Dear Faculty and Staff:

Recently Cameron University was fortunate to be the recipient of the donated services of Dr. Virginia Reasor, a Rogers State University professor and academic administrator who is regarded as an expert in the field of recruitment and retention of college students. Many of you spoke with Dr. Reasor while she was on our campus in November and December gathering information about CU's academic student services.

Dr. Reasor's research was very thorough, covering such academic services as recruitment, admissions, financial assistance, marketing, and our ability to retain students. Her efforts produced an in-depth study of Cameron's strengths and challenges and recommended ways that we might attract new qualified students and provide better service to those currently attending CU.

Dr. Reasor has recommended that several of Cameron's administrative units be combined to form an "Enrollment Management Division." The goal of this division is to provide coordinated and comprehensive services to students from pre-enrollment through graduation. Her report also recommended that this division be headed by a Director of Enrollment Management who would report directly to the Provost.

Given the financial constraints facing Cameron, immediate employment of a Director of Enrollment Management is difficult at this time. However, I have taken the first steps to create an Enrollment Management Division through the realignment of several of Cameron's administrative functions. Effective February 1, Admissions/Registrar, Student Recruitment, Financial Assistance, Testing Center, and One-Stop Service will be reassigned to the Provost's Office. Dr. Reasor has proposed that Cameron create a Student Success and Retention and Advising Center to be added at a future date.

This realignment opens the door for Cameron to create additional services beneficial to our students. Two areas in which we are not currently providing adequate assistance to students are career counseling and personal counseling. I have asked Dr. Linda Dzialo, Vice President for Student Affairs, to research and develop a plan to implement these services.

In another recent development, two additional student recruiters will join Brenda Dally in coming days - both are filling existing positions. This will greatly expand our efforts to attract new qualified students to CU.

This is an exciting opportunity that holds the promise of more students receiving a quality education at Cameron. Your support is appreciated.

Sincerely,

Cindy Ross

Date: Tue, 17 Dec 2002 15:55:09 -0600 (CST)
From: cross@cameron.edu
To: facstaff@cameron.edu
Subject: Happy Holidays

[The following text is in the "iso-8859-1" character set.]
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Dear Faculty and Staff,

As my first semester at Cameron University reaches its end, I wish to extend my congratulations to each of you on the completion of a successful fall term.

My long distance perception of Cameron from the State Regents' office was that the faculty and staff of this university was among the best in Oklahoma. The months I've been here have proven that impression to be true. You have shown a desire to make sure the students who come to CU get a quality education ... and you've done it under less than ideal circumstances.

This has been a difficult time for Cameron and other colleges and universities in the state because of the state's revenue shortfall. I want you to be aware that I have greatly appreciated your understanding, your ideas and your support. We have managed to make the cuts mandated by the state while keeping student learning first.

As you prepare to leave campus for a few days, I encourage you to take time during the holidays to enjoy the company of family and friends. As you do, I want you to enjoy a sense of satisfaction over the contributions you make to Cameron and its students, and realize that it is noticed and appreciated.

You have made my first few months here an enriching experience. I wish you peace and happiness as we prepare to welcome 2003.

Happy Holidays,

Cindy Ross
President

Date: Wed, 20 Nov 2002 09:08:22 -0600
From: Terral McKellips <terralm@cameron.edu>
To: "All Faculty/Staff"@cameron.edu
Subject: Federal Work Study Program

Some confusion seems to have developed as the result of yesterday's announcement that a portion of the budget reduction would be in work study matching funds. The funds mentioned in the announcement on the reduction are state funds which are reserved to match federal dollars. We want to emphasize that sufficient funds remain to match as much federal funds as we are likely to expend in our student work study program. Please do not hesitate to continue to hire student workers who are qualified for the federal work study program. We have ample federal funds and we encourage you to make use of them.

Terral McKellips
Interim Vice President for Administrative Affairs
Cameron University
Lawton, OK 73505
Phone: (580) 581-2215
Fax: (580) 581-5560
terralm@cameron.edu

As I told you two months ago when I announced a previous budget adjustment, it remains my commitment that Cameron University will maintain student learning as its top priority. I will work to protect our academic programs to the maximum extent possible and I ask for your input and your support to accomplish that goal.

Cindy Ross
President

Date: Tue, 19 Nov 2002 15:41:52 -0600 (CST)
From: cross@cameron.edu
To: facstaff@cameron.edu
Subject: Mandated Budget Reductions

[The following text is in the "iso-8859-1" character set.]
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Dear Faculty and Staff,

The Office of State Finance announced last week that Oklahoma's General Revenue Fund collections continue to come in at an alarmingly low rate. As a result, Oklahoma's 25 public colleges and universities have been directed by the Oklahoma State Regents for Higher Education to reduce their Fiscal Year 2003 budgets by an additional 1.66 percent over the amount they were ordered to cut two months ago. For Cameron, that translates into an additional \$325,299 from our Fiscal Year 2003 budget, effective January 1, 2003.

I have worked with Provost Sullivan and Interim Vice President Mckellips to determine how we can best meet this goal. That plan was announced earlier this afternoon to Cameron's executive officers, the Dean's Council, the CU Faculty Council and our student government leaders. A second meeting was held with academic department heads.

In the next few minutes you will receive an advance copy of a press release from CU Media and Public Relations that explains in detail how we will do this. The release will be distributed to area media outlets later this afternoon. I encourage a careful reading of the release.

Cameron remains committed to its goal of putting student learning first, but it is becoming painfully clear that we are running out of options when it comes to ways we can adjust our budget. It is important to note that we have survived this latest round without employee layoffs or furloughs and without major cuts to many of our programs.

So far this fiscal year, we have been directed to reduce our budget by nearly \$1.2 million. That amount does not include an additional \$13,000 in Section 13 offset funds and the State Regents' "Brain Gain" fund. When combined with a \$775,000 budget reduction made during the 2001-2002 fiscal year, it means that funding cuts to Cameron total nearly \$2 million since last March.

This remains a serious situation for Cameron, as it is for education in general. As a result, I'm certain you have questions about these latest cuts and how they will affect you.

That said, I plan to meet with faculty, staff and students to explain in detail the impact of these cuts. A general meeting has been scheduled for 9:00 a.m. Thursday, Nov. 21, in the Shepler Center Mezzanine. For those of you unable to attend that meeting, the information will be repeated at a second session scheduled for 1:30 p.m. that same day. I encourage you to attend either of those meetings.

Date: Mon, 23 Sep 2002 16:07:44 -0600
From: Don Sullivan <dons@cameron.edu>
To: "All Faculty/Staff"
Subject: SBI Implementation

Dear Colleagues:

As you know, the HP 3000 has been down over the past few days to accommodate implementation of the student management software system which is part of the enterprise software system being provided by Sungard/Bi-tech, Inc (SBI). The data conversion has gone as planned and as scheduled. Consequently, the student management system will be ready for your access tomorrow (9/24).

As with any new, major software system, we can reasonably expect that there may be some "glitches" that will require working out as they are discovered. For example, it may take time to develop reports and inquiries from the new system. Also, software customizations and updates are still being delivered by the vendor. These software changes will be tested to the degree possible before moving them to general use.

I ask your patience and cooperation with ITS and Student Affairs as this system makes its debut tomorrow and while issues are being worked out during this early transition period.

You will be receiving a separate email from MGR.CAMERON providing you with user passwords (1st password) for you login(s) to the new ADMIN account. The ADMIN account is replacing both the ADMIN6 and CUSTOMER accounts.

The HelpDesk is prepared to take your calls tomorrow should you need assistance. Please call 2454 for technical help.

Don Sullivan

Date: Tue, 17 Sep 2002 20:47:36 -0500 (CDT)
From: Cindy Ross <cross@cameron.edu>
To: facstaff@cameron.edu
Subject: EEOC Issues

[The following text is in the "iso-8859-1" character set.]
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Desi Martinez has resigned his position as assistant to the president in Cameron University's Office of Equity Issues. As a result and due to budget reductions, I have instituted a new process for handling employment and student discrimination concerns for the Equal Employment Opportunity Commission (EEOC).

Dr. Sylvia Burgess, who was Cameron's assistant provost before becoming dean of the School of Business, will serve as the initial contact for employee and student complaints. As assistant provost, Dean Burgess worked extensively with the CU Personnel Office in areas pertaining to grievances, unemployment, workers compensation and other human resource issues. She also edits ^{^L}Campus Privacy Review, ^{^L}a law enforcement publication focusing on legal and practical issues relating to privacy issues on postsecondary campuses.

This wealth of experience makes her well-suited to serve as Cameron's primary contact for any EEOC grievances that might occur. Please note, that while Dean Burgess serves as the initial point of contact, she is NOT serving as Cameron's legal counsel, nor as the legal counsel for the complainant.

Complaints should first be directed to Dean Burgess' office. She will forward them to Mr. Jerry E. Jensen, the Equal Opportunity Compliance Officer for the University of Oklahoma. Since both OU and Cameron are governed by the same board, it makes sense to utilize administrative expertise and resources available at the University of Oklahoma. In fact, in recent weeks Mr. Jensen has served most effectively in this role for Cameron University.

Mr. Jensen is a native Oklahoman with previous military and law enforcement experience. He has worked for OU for nearly 10 years and is responsible for handling equal opportunity and affirmative action complaints at its Norman, Oklahoma City and Tulsa campuses.

Because Dean Burgess will retain her role in the School of Business, Mr. Jensen will be the primary contact for any grievances which might take place in that academic area.

This new arrangement will result in cost savings to the university, and most importantly, as an effective mechanism for students and employees to resolve any concerns. Please rest assured that this action in no way represents a reduction to my commitment that Cameron faculty, staff and students have sufficient EEOC representation and access to a satisfactory work and learning environment on this campus.

Cindy Ross
President

Date: Thu, 12 Sep 2002 13:50:05 -0500 (CDT)
From: Cindy Ross <cross@cameron.edu>
To: facstaff@cameron.edu
Subject: Budget Reductions

[The following text is in the "iso-8859-1" character set.]
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I am sure many of you have seen or heard news reports over the past two days indicating that tax collections in Oklahoma declined approximately 11 percent in August.

As a result, the Office of State Finance has issued a directive to state agencies to reduce Fiscal Year 2003 budgets. Colleges and universities in the state have been directed to immediately implement an annualized budget reduction of 4.75 percent. In round numbers, this translates to a reduction of \$930,000 in our operating budget and \$6,600 in Section 13 Offset funds.

Anticipating the possibility of this situation, I had already instructed departments to engage in prudent fiscal planning. On Wednesday, I instituted the following initial steps at Cameron to meet the Office of State Finance's directive:

1) An immediate hiring freeze has been imposed.

2) I have directed Dr. Terral McKellips, Interim Vice President for Administrative Affairs, to identify all currently vacant positions at Cameron.

3) A planned one-time stipend to faculty and staff has been suspended for the time being. This issue will be re-evaluated later in the fiscal year as the budget picture clears.

4) Cameron will not move forward with \$11 million in capital improvement projects that were proposed last June.

I have discussed these actions with the members of Cameron's Executive Council, with the Deans Council, with officers of the CU Faculty Council and with officers of the Cameron Student Government Association, as well as solicited the input of each group.

Even so, I am certain that the State Finance Director's request, and our response, has raised questions from you.

Consistent with my commitment to open communication between administration, faculty and students at Cameron, I have scheduled a meeting next week to go into detail about the budget situation and CU's response to the directive from the Office of State Finance.

You are invited to a question-and-answer session at 1 p.m. Friday, Sept. 20, in the Goodyear Lecture Hall. If you are unable to attend that meeting, a second session has been scheduled for 3 p.m. Tuesday, Sept. 24, in the Shepler Center Mezzanine. Your input, as well as your questions, are welcome at either session.

It is important to remember that, regardless of the budget situation facing higher education in Oklahoma, it will continue to be my commitment that Cameron University will maintain student learning as its top priority and that academic programs will be protected to the maximum extent possible.

You are among an extremely talented group of faculty, staff, and students at Cameron. With your input and support, Cameron will overcome this challenge.

Date: Thu, 8 Aug 2002 08:49:56 -0500 (CDT)
From: Cindy Ross <cross@cameron.edu>
To: facstaff@cameron.edu
Subject: Hello!

[The following text is in the "iso-8859-1" character set.]
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Greetings! I am delighted to be on campus and look forward to the start of an exciting school year. I am anxious to meet each of you, and I want you to know that I am here to serve you and facilitate your efforts to enhance student learning.

While I have met some of you already, I realize there are many more who are curious about me and are eager to learn what's ahead for Cameron. With that in mind, I invite you to join me at 3 p.m. Friday, Aug. 16, in the University Theater for our annual faculty-staff meeting. Not only will it provide a chance for you to meet new additions to our campus family, it will give me an opportunity to share some of my thoughts about CU's future. Your formal invitation also includes a reception where I hope to meet your families.

One of my first actions as president is to name Dr. Terral Mckellips as the Interim Vice President for Administrative Affairs. This temporarily fills the void created by the recent retirement of John Sterling as we work to fill this position permanently. As most of you know, Dr. Mckellips has a long association with Cameron ^r first as a faculty member and later as an administrator ^r and brings a wealth of knowledge to this position.

I sincerely believe that it takes more than one person to build a quality university. It takes teamwork from a dedicated faculty and staff, quality students, active alumni and a supportive community. I invite you to join me in the coming days and months as we begin the journey to take Cameron to new heights and make it Southwest Oklahoma^rs school of choice.

Cindy Ross
President