Nacogdoches, Texas

April 20, 1993
Volume 122
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  Proposal for Master of Music Degree
  Room and Board Rates
  Investment Policy
  Agreement between Stephen F. Austin State University and Stephen F. Austin State University Foundation, Inc.
The meeting was called to order by Mr. Kelly Jones, Chairman of the Board of Regents, at 9:00 a.m. on April 20, 1993.

REGENTS:

PRESENT: Ms. Sissy Phillips Austin of Jacksonville
Ms. Dionne Bagsby of Fort Worth
Senator Roy M. Blake of Nacogdoches
Mr. Larry J. Christopher of Crockett
Mr. Homer Bryce of Henderson
Ms. Retta Baker Kelley of Longview
Mr. James M. Windham, Jr. of Houston
Mrs. Peggy Wedgeworth Wright of Nacogdoches

STAFF: Dr. Dan Angel, President
Dr. Janelle Ashley, Acting Vice President for Academic Affairs
Ms. Yvette Clark, General Counsel
Mr. Charles Hardy, Vice President for Administrative & Fiscal Affairs
Dr. Jerry Holbert, Vice President for University Advancement
Dr. Baker Pattillo, Vice President for University Affairs
Ms. Lucy Stringer, Assistant to the President

VISITORS: Dr. Barbara Carr, Chairman, Faculty Senate and
Associate Professor, English & Philosophy
Mr. Joel Wyatt, President, Student Government Association
 Others
MINUTES OF THE MEETING
BOARD OF REGENTS
STEPHEN F. AUSTIN STATE UNIVERSITY
NACOGDOCHES, TEXAS

April 20, 1993

The meeting was called to order at 9:00 a.m. by Chairman Kelly Jones. The Board went into executive session at 10:55 a.m. and concluded at 11:30 a.m.

93-42
Upon motion of Regent Bagsby, seconded by Regent Austin, with all members voting aye, it was ordered that the minutes of the meeting of January 20, 1993 be approved.

93-43
Upon motion of Regent Wright, seconded by Regent Bagsby, with all members voting aye, it was ordered that Board officers for the coming year be elected as follows: Chairman of the Board, Sissy Austin; Vice Chairman, Roy Blake; and Secretary, Retta Kelley.

93-44
Upon motion of Regent Wright, seconded by Regent Christopher, with all members voting aye, it was ordered that the Policy on Items Requiring Approval by the Board of Regents as submitted in Appendix 1 be approved.

93-45
Upon motion of Regent Wright, seconded by Regent Windham, with all members voting aye, it was ordered that the following faculty and staff appointments be approved:

1. Chemistry

Mr. Tom H. Stradt, Part-time Lecturer, M.S. (Stephen F. Austin State University) at a salary of $3,500 for 45% time, for spring semester, 1993.

2. Communication

Ms. Patricia A. Angel, Part-time Instructor, M.A. (Michigan State), at a salary of $4,370 for 50% time for spring semester, 1993.

Mr. Morgan Eldred, Lecturer, at a salary of $9,002 for 100% time for spring semester, 1993.

Ms. Kristi S. Gibbs, Lecturer, at a salary of $8,740 for 100% time for spring semester, 1993.

Ms. Tammy W. VanSchouwbroek, Lecturer, at a salary of $7,964 for 100% time for spring semester, 1993.
3. Counseling and Special Educational Programs

Ms. Rebecca J. Dillon, Part-time Lecturer, at a salary of $1,500 for 25% time for spring semester, 1993.

4. Elementary Education

Mr. Luke Abbett, Part-time Lecturer, at a salary of $2,060 for 50% time for spring semester, 1993.

Ms. Elizabeth B. Alexander, Part-time Lecturer, at a salary of $2,060 for 50% time for spring semester, 1993.

Ms. Marilyn J. Barton, Part-time Lecturer, at a salary of $2,060 for 50% time for spring semester, 1993.

Ms. Brenda V. Bowman, Part-time Instructor, at a salary of $2,060 for 25% time for spring semester, 1993.

Ms. Mary N. Brunson, Part-time Instructor, M.Ed. (Stephen F. Austin State University) at a salary of $4,120 for 50% time for spring semester, 1993.

Ms. Betty L. Bunch, Part-time Lecturer, at a salary of $2,060 for 50% time for spring semester, 1993.

Ms. Carolyn F. Franks, Part-time Lecturer, M.Ed. (Stephen F. Austin State University), at a salary of $3,000 for 75% time for spring semester, 1993.

Ms. Dorothy Gotshall, Part-time Instructor, at a salary of $515 for 8% time for spring semester, 1993.

Mr. James W. Green, Lecturer, at a salary of $8,240 for 100% time for spring semester, 1993.

Ms. Linda M. Guidry, Part-time Lecturer, M. Ed. (Stephen F. Austin State University), at a salary of $3,000 for 75% time for spring semester, 1993.

Ms. Patricia P. Harris, Part-time Instructor, at a salary of $2,060 for 25% time for spring semester, 1993.

Ms. Cynthia L. Heckler, Part-time Instructor, at a salary of $4,120 for 50% time for spring semester, 1993.

Ms. Marilyn Henry, Part-time Instructor, at a salary of $5,150 for 100% time for spring semester, 1993.

Ms. Robin S. Holbert, Part-time Instructor, at a salary of $2,060 for 25% time for spring semester, 1993.

Dr. Jerry Irons, Professor, at a salary of $11,469 for 45% time for spring semester, 1993.
Ms. Norene V. Lowery, Part-time Instructor, M.Ed. (Stephen F. Austin State University) at a salary of $2,000 for 25% time for spring semester, 1993.

Ms. Maylene Neal, Part-time Instructor, at a salary of $515 for 8% time for spring semester, 1993.

Ms. Peggy Price, Lecturer, at a salary of $8,240 for 100% time for spring semester, 1993.

Dr. Robert F. Smith, Professor, at a salary of $11,583 for 50% time for spring semester, 1993.

Ms. Joanne Still, Part-time Lecturer, at a salary of $3,000 for 75% time for spring semester, 1993.

Mr. Clois L. Walker, Part-time Lecturer, at a salary of $2,060 for 50% time for spring semester, 1993.

Ms. Claudia G. Whitley, Part-time Instructor, at a salary of $2,060 for 25% time for spring semester, 1993.

5. Forestry

Mr. William G. Ross, Lecturer, at a salary of $11,461 for 100% time for spring semester, 1993.

6. Home Economics

Ms. Donna H. Houston, Part-time Instructor, at a salary of $3,090 for 50% time for spring semester, 1993.

7. Kinesiology and Health Science

Mr. William D. Campbell, Part-time Instructor, at a salary of $2,060 for 25% time for the spring semester, 1993.

Mr. E.K. Sowell, Part-time Instructor, at a salary of $2,944 for 50% time for spring semester, 1993.

8. Library/AARC

Ms. Susan Jonas, Assistant Director of the Academic Assistance & Resource Center, at a salary of $24,000 for 10.5 months, effective February 22, 1993.

9. Management and Marketing

Ms. Susan Z. Washburn, Lecturer, at a salary of $9,000 for 100% time for spring semester, 1993.

10. Mathematics and Statistics

Dr. Robert R. Fleet, Lecturer, at a salary of $9,580 for 100% time for spring semester, 1993.
Mr. Joseph W. Gaut, Lecturer, at a salary of $9,580 for 100% time for spring semester, 1993.

Mr. Nicholas E. Geller, Lecturer, M.S. (Stephen F. Austin State University) at a salary of $8,800 for 100% time for spring semester, 1993.

Mr. Hossein Hosseinpour, Lecturer, at a salary of $9,580 for 100% time for spring semester, 1993.

Ms. Vicky G. Lymbery, Lecturer, at a salary of $9,846 for 100% time for spring semester, 1993.

Mr. Earl B. Mouton, Lecturer, M.S. (Stephen F. Austin State University) at a salary of $8,800 for 100% time for spring semester, 1993.

Mr. Robert M. Payne, Lecturer, at a salary of $9,310 for 100% time for spring semester, 1993.

Mr. Benjamin J. Sultenfuss, Lecturer, at a salary of $9,580 for 100% time for spring semester, 1993.

Ms. Linda A. Whiting, Director, Area Health Education Center, at a salary of $42,000 for 100% time for twelve months (funded by grant), effective March 1993.

11. Music

Ms. Natalie Filipovich, Part-time Lecturer, at a salary of $2,379 for 33% time for spring semester, 1993.

Ms. Linda Parr, Part-time Lecturer, at a salary of $2,044 for 27.77% time for spring semester, 1993.

12. Political Science and Geography

Dr. Harry V. Hoechten, Lecturer, at a salary of $6,829 for 75% time for spring semester, 1993.

13. Psychology

Dr. Lauren F.V. Scharff, Assistant Professor, Ph.D. (University of Texas) at a salary of $30,000 for nine months, effective January 1993.

14. Secondary Education

Dr. Allan G. Cannon, Part-Time Instructor, at a salary of $2,060 for 25% time for spring semester, 1993.

Dr. Malcolm N. Rector, Part-Time Instructor, at a salary of $3,090 for 50% time for spring semester, 1993.

Mr. Sam R. Slaydon, Part-Time Lecturer, at a salary of $2,060 for 50% time for spring semester, 1993.
Mr. Norris E. Smith, Lecturer, at a salary of $4,000 for 100% time for spring semester, 1993.

15. Social Work

Ms. Mary H. Williams, Part-time Lecturer, MSSW (University of Texas at Arlington) at a salary of $1,800 for 25% time for spring semester, 1993.

16. Applied Studies

Faculty members with on-campus assignments are routinely assigned, as needed, to teach field-based, off-campus courses. Faculty are compensated for teaching courses away from the campus through a formula approved by the Board of Regents which includes a payment for the travel time necessary for delivering the course, as well as a stipend for teaching the course. Courses taught in correctional institutions also carry a small additional stipend. Occasionally, individuals teaching part-time on campus will receive a proportional part of their regular salary plus the extra compensation for delivering off-campus courses. The following faculty are teaching for the spring semester, 1993, at the location, and for the salary indicated.

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard W. Ballenger</td>
<td>Coffield</td>
<td>$4,820</td>
</tr>
<tr>
<td>James Bowman</td>
<td>Coffield</td>
<td>1,215</td>
</tr>
<tr>
<td>William C. Heeney</td>
<td>Jasper</td>
<td>1,436</td>
</tr>
<tr>
<td>Harry V. Hoechtem</td>
<td>Coffield</td>
<td>3,118</td>
</tr>
<tr>
<td>Jerry L. Irons</td>
<td>Off-Campus Graduate Coordinator</td>
<td>800</td>
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<tr>
<td>Ernest B. Ledger</td>
<td>Tyler</td>
<td>621</td>
</tr>
<tr>
<td>Li Liu</td>
<td>Coffield</td>
<td>1,090</td>
</tr>
<tr>
<td>Bennat Mullen</td>
<td>Humble</td>
<td>1,540</td>
</tr>
<tr>
<td>R. LaReil Neilson</td>
<td>Tyler</td>
<td>621</td>
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<tr>
<td>Jesse Richardson</td>
<td>Coffield</td>
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</tr>
<tr>
<td>Elvia Rodriguez</td>
<td>Longview &amp; Lufkin</td>
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</tr>
<tr>
<td>Jose Rodriguez</td>
<td>Longview</td>
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</tr>
<tr>
<td>Sherry Rulfs</td>
<td>Fairfield</td>
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</tr>
<tr>
<td>Ben Setliff</td>
<td>Humble</td>
<td>1,540</td>
</tr>
<tr>
<td>Donnya Stephens</td>
<td>Longview</td>
<td>1,436</td>
</tr>
<tr>
<td>John T. Thornton</td>
<td>Humble</td>
<td>1,540</td>
</tr>
</tbody>
</table>

17. University Affairs

Ms. Kristen Clark, Video Technician, at a salary of $11,000 for eight months, effective January 4, 1993.

Mr. Robert Putzke, Assistant Chief of Police, at a salary of $37,000 for twelve months, effective March 8, 1993.

18. Academic Affairs

Dr. Janelle Ashley, Vice President for Academic Affairs, at a salary of $80,000, effective September 1, 1993.
Upon motion of Regent Bagsby, seconded by Regent Christopher, with all members voting aye, it was ordered that the following changes of status for spring 1993 be approved as follows.

1. Communication

Mr. Steve R. Jennings, Part-Time Instructor, from a salary of $11,696 for 75% time to a salary of $12,896 for 75% time effective January, 1993, due to the completion of the requirements for the M.A. degree.

2. Counseling and Special Educational Programs

Mr. William H. Bryan, Associate Professor, to extend position as Interim Chair through the summer semesters at a salary of $13,473 for 100% time, effective June 1, 1993.

Ms. Carol A. Fowler, Instructor, an additional $1,500 for teaching an overload course for the spring semester, 1993.

Ms. Diane Morton, Instructor, from a salary of $1,365 for 100% time to a salary of $1,024 for 75% time effective January, 1993.

3. Elementary Education

Dr. Patricia W. Human, Assistant Professor, an additional $1,000 for teaching an overload course for spring semester, 1993.

Ms. Lisa R. Mize, Instructor, an additional $1,000 for teaching an overload course for spring semester, 1993.

Dr. Elvia Rodriguez, Professor, an additional $1,500 for teaching an overload course for spring semester, 1993.

4. Home Economics

Ms. Sally A. Swearingen, Instructor and Program Coordinator, an additional $1,500 for teaching an overload course for spring semester, 1993.

5. Management and Marketing

Ms. Linda A. Whiting, Part-time Lecturer, an additional $1,590 for teaching an overload course for spring semester, 1993.

6. Mathematics and Statistics

Ms. Ellen T. Wood, Part-Time Instructor, an additional $2,808 for teaching an overload course for spring semester, 1993.
7. Secondary Education

Dr. Buster Duke Brannen, Professor, an additional $1,000 for teaching an overload course for spring semester, 1993.

Dr. Sandra McCune, Assistant Professor, an additional $1,000 for teaching an overload course for spring semester, 1993.

Ms. Linda B. Morales, Assistant Professor, an additional $1,000 for teaching an overload course for spring semester, 1993.

Dr. Darryl L. Morris, Instructor, an additional $1,000 for teaching an overload course for spring semester, 1993.

Ms. Paulette Wright, Lecturer, an additional $1,000 for teaching an overload course for spring semester, 1993.

93-47

Upon motion of Regent Bryce, seconded by Regent Jones, with all members voting aye, it was ordered that the following individuals be granted promotion to the academic rank indicated, effective fall semester, 1993.

To Assistant Professor:
Dr. Pamela S. Lee, Music

To Associate Professor:
Dr. Freddie L. Avant, Social Work
Dr. Charles Gavin, Music
Dr. Gary D. Kronrad, Forestry
Dr. Sandra L. McCune, Secondary Education
Mr. Allen H. Oster, Theatre
Dr. Sherry Rulfs, Secondary Education
Dr. M.K. (Suzy) Weems, Home Economics

To Professor:
Mr. William H. Bryan, Counseling and Special Educational Programs
Dr. Michael R. Daley, Social Work
Dr. Jack R. Ethridge, Accounting
Dr. Reynolds Griffith, Economics and Finance
Dr. Mary Ella Lowe, Elementary Education
Dr. James Speer, Psychology

To Professor Emeritus:
Dr. Ralph Eddins, Secondary Education
Upon motion of Regent Blake, seconded by Regent Bagsby, with all members voting aye, it was ordered that academic tenure be awarded to the following individuals, effective September 1, 1993.

Dr. Terry Eder, Music
Dr. Warren W. Fisher, Management and Marketing
Dr. Richard J. Herzog, Political Science and Geography
Dr. Janie Kenner, Home Economics
Dr. David Miller, Agriculture
Dr. Michael Stapleton, English

Upon motion of Regent Bagsby, seconded by Regent Windham, with all members voting aye, it was ordered that the following retirement be accepted.

1. Library
   Ms. Mildred Hancock, Librarian III, effective May 31, 1993.

Upon motion of Regent Christopher, seconded by Regent Windham, with all members voting aye, it was ordered that the following be awarded Regents Professorships for the academic year 1993-94.

Dr. Vinay Kothari, Management and Marketing
Dr. Elvia Rodriguez, Elementary Education

Upon motion of Regent Blake, seconded by Regent Bagsby, with all members voting aye, it was ordered that the following requests for retirement and subsequent modification of employment be approved with the effective dates as indicated.

1. English and Philosophy
   Dr. Roy Cain, Professor, at a salary of $23,646 for 50% time; retirement effective August 31, 1993; modified employment effective fall semester, 1993.

2. History
   Dr. James Reese, Professor, at a salary of $27,086 for 50% time; retirement effective December 31, 1993; modified employment effective spring semester, 1994.
3. Mathematics and Statistics

Dr. R.G. Dean, Professor, at a salary of $26,618 for 50% time; retirement effective December 31, 1992; modified employment effective fall semester, 1993.

4. Modern Languages

Dr. James Moses, Associate Professor, at a salary of $18,267 for 50% time; retirement effective August 31, 1993; modified employment effective fall semester, 1993.

5. Political Science and Geography

Dr. J. David Cox, Associate Professor, at a salary of $17,904 for 50% time; retirement effective August 31, 1993; modified employment effective fall semester, 1993.

Dr. Richard Kim, Professor, at a salary of $21,745 for 50% time; retirement effective December 31, 1993; modified employment effective spring semester, 1994.

6. Secondary Education

Dr. Langston Kerr, Professor, at a salary of $25,994 for 50% time; retirement effective December 31, 1993; modified employment effective spring semester, 1994.

93-52

Upon motion of Regent Blake, seconded by Regent Bagsby, with all members voting aye, it was ordered that the Voluntary Modification of Employment Policy be revised as submitted in Appendix 2.

93-53

Upon motion of Regent Wright, seconded by Regent Bagsby, with all members voting aye, it was ordered that the faculty workload report for the spring semester, 1993 be approved as submitted at the meeting.

93-54

Upon motion of Regent Bagsby, seconded by Regent Wright, with all members voting aye, it was ordered that effective fall semester 1994 a student on probation or suspension must meet the following grade-point averages to satisfy the minimum standards of the University.

<table>
<thead>
<tr>
<th>Hours Attempted</th>
<th>GPA Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-32</td>
<td>1.8</td>
</tr>
<tr>
<td>33 and above</td>
<td>2.0</td>
</tr>
</tbody>
</table>
93-55

Upon motion of Regent Bagsby, seconded by Regent Bryce, with all members voting aye, it was ordered that the proposal for the Master of Music degree be approved as submitted in Appendix 3 and that the administration proceed to obtain approval from The Higher Education Coordinating Board.

93-56

Upon motion of Regent Kelley, seconded by Regent Jones, with all members voting aye, it was ordered that the General Bulletin for 1993-94 be accepted as presented at the Board meeting.

93-57

Upon motion of Regent Windham, seconded by Regent Jones, with all members voting aye, it was ordered that the Summer Budget for fiscal year 1993 in the amount of $2,276,199 be approved.

93-58

Upon motion of Regent Christopher, seconded by Regent Bryce, with all members voting aye, it was ordered that the administration be authorized to proceed with the development of an invitation to bid for bank depository services, that the services to be provided by the banks be expanded to take advantage of the newest technologies, that the contracts be awarded over a two to three year time period, and that the administration report bids to the Board at its July meeting.

93-59

Upon motion of Regent Blake, seconded by Regent Windham, with all members voting aye, it was ordered that the administration be authorized to solicit information from national accounting firms for the performance of a financial audit of University records, to report at the July meeting firms contacted and cost estimate for the audit, and possibly to make a recommendation regarding selection of a firm at that time.

93-60

Upon motion of Regent Christopher, seconded by Regent Jones, with all members voting aye, it was ordered that the ARASERVE contract, with modifications, be continued for FY 1993-94, with no rate increase and that the President be authorized to sign the contract.

93-61

Upon motion of Regent Bagsby, seconded by Regent Windham, with all members voting aye, it was ordered that a 5.5% increase in room and board rates for FY 1993-94 be approved in accordance with the schedule presented in Appendix 4.
93-62

Upon motion of Regent Blake, seconded by Regent Kelley, with all members voting aye, it was ordered that the ceilings imposed at the University level on various student fees be removed and that no increase in student fees for 1993-94 be implemented.

93-63

Upon motion of Regent Christopher, seconded by Regent Windham, with all members voting aye, it was ordered that the general investment policy approved by the Board in January, 1988 be revised as presented in Appendix 5 with one change which shortened the reporting period from once per year to once per quarter, to exclude endowment and foundation funds and to authorize the Fixed Income Fund Manager to administer investment of these funds.

93-64

Upon motion of Regent Wright, seconded by Regent Windham, with all members voting aye, it was ordered that the following fund managers be appointed effective immediately:

- Growth Manager: Ashland Management, Incorporated, New York, NY
- Value Manager: Systematic Financial Management, Ft. Lee, NJ
- Balanced Manager: Dean Investment Associates, Dayton, OH
- Fixed Income Manager: Allegiance Capital, Inc., Huntington Beach, CA

93-65

Upon motion of Regent Blake, seconded by Regent Windham, with all members voting aye, it was ordered that the new Classified Pay Plan as submitted under separate cover be adopted effective September 1, 1993.

93-66

Agenda Item on the purchase of liability insurance for the Board was considered. No action was taken.

93-67

Upon motion of Regent Blake, seconded by Regent Windham, with all members voting aye, it was ordered that the administration be authorized to solicit bids for the construction of a new parking lot on the Raguet Street property, that bids include alternates for both asphalt and concrete, and that bids be reviewed by teleconference meeting of the Board as soon as possible in order to complete construction prior to the fall semester.
93-68

Upon motion of Regent Bagsby, seconded by Regent Wright, with all members voting aye, it was ordered that the administration be authorized to proceed with securing permission from the Coordinating Board for the renovation project on the Griffith and Music buildings, to develop preliminary plans and cost estimates for the total project and to provide a project status report at the October meeting. It is recommended further that $20,000 be allocated to cover the anticipated costs in pursuing this project.

93-69

Upon motion of Regent Windham, seconded by Regent Bagsby, with all members voting aye, it was ordered that the administration be authorized to proceed with renovation of the public areas in the Austin building, at a cost not to exceed $110,000 (excluding modifications to the Financial Aid area on the first floor), and that the President be authorized to sign contracts and/or purchase orders for this project.

93-70

Upon motion of Regent Christopher, seconded by Regent Bagsby, with all members voting aye, it was ordered that the administration be authorized to secure the services of an architectural firm which is experienced in the design of operational space for financial aid to prepare preliminary drawings and cost estimates for this phase of the Austin building renovation project, and that the administration will provide a project status report at the October meeting.

93-71

Upon motion of Regent Windham, seconded by Regent Christopher, with all members voting aye, it was ordered that the bid from G. O. Mechanical in the amount of $144,944 be accepted for the project to replace hot/cold water delivery system for the Miller Science building.

93-72

Upon motion of Regent Kelley, seconded by Regent Bagsby, with all members voting aye, it was ordered that the Agreement Between Stephen F. Austin State University and The Stephen F. Austin State University Foundation, Inc. be approved as submitted in Appendix 6.

Reports presented from:

1. Faculty Senate Chair, Dr. Barbara Carr

Specific topics of interest to faculty include: faculty salaries and losing good professors because of salaries. Dr. Carr expressed appreciation for good communication between the President, vice presidents, and faculty.
2. Student Government Association President, Joel Wyatt

Specific topics addressed: Results of recent student survey indicated preference for athletics to be funded at lower level, yet athletics was given as first in enhancement of University. Regarding ARA Services, students adopted a resolution in favor of declining balance. Students desire an on-campus polling place.

3. President, Dr. Dan Angel

Four major legislative targets discussed:

Legislative funding formula - 3% raise mandated last year would receive no funding in current revision of Senate bill and in the House version, only partial funding first year and zero funding in second year of biennium; performance based funding represents an "add-on" of $20 million divided on basis of ten formulas in current Senate bill and a different version in the House bill; continued consideration for the all-funds approach.

Special Items - lumped together for all institutions in Title VII totaling four billion dollars and concentrated effort will be needed in Austin to secure better funding position on these items than SFA has experienced in prior years.

HEAF - seeking expansion of funding for 27 universities (constant since 1985); working toward a permanent endowment fund similar to PUF which would yield approximately two to three million dollars in new money each year for SFASU.

UT Tyler Expansion - referred to subcommittee and will hopefully be a non-issue for the current biennium.

Information Items:

1. Chairman Austin named the following members to the standing Board committees.

   Executive
   Sissy Austin, Chair
   Roy Blake, Vice Chair
   Retta Kelley, Secretary

   Finance
   Larry Christopher, Chair
   Jim Windham
   ___________ to be named

   Academic and Student Affairs
   Retta Kelley, Chair
   Dionne Bagsby
   ___________ to be named

   Naming of University Facilities
   Roy Blake, Chair
   Larry Christopher
   ___________ to be named

2. Dates for July meeting: Monday and Tuesday, July 19 and 20, on campus.
A. Items That Require Approval by the Board of Regents

1. Construction/renovation projects if the estimated cost is $50,000 or more, including:
   a. Selection of an architect/engineer
   b. Preliminary plan
   c. Authority to submit the proposal to the Coordinating Board if the estimated project cost (includes all cost) is $300,000 or more.
   d. Any substantial changes in the preliminary plan prior to advertisement for bids
   e. Construction contract awards
   f. Change orders in the amount of $50,000 or more
   g. Change orders that would increase the cost of the project beyond the amount of the approved budget
   h. Final acceptance of the project

2. Actions relating to University employees, including:
   a. Appointment of faculty, whether part-time, full-time, temporary, tenure track, or non-tenure track full-time faculty
   b. Faculty promotions
   c. Awarding of faculty tenure
   d. Appointment of administrative/professional staff (non-classified)
   e. Change of position status of full-time faculty and administrative/professional (non-classified) staff
f. Termination of full-time faculty and administrative/professional (non-classified) staff

g. Leaves of absence for faculty and administrative/professional (non-classified) staff for one semester (four and one-half months) or more

h. Dual employment (with state agencies) of faculty and administrative/professional (non-classified) staff

3. Delegations of administrative authority, including

a. Authority to approve travel

b. Authority to approve purchases

4. Policy statements when the effect will be to

a. change admission, probation, or suspension regulations

b. establish or alter policies, regulations, or rules relating to employment or property rights

c. govern the activities of the entire University or a major section of the University, such as rules for admission into teacher education or any other major curriculum

d. change long standing and well accepted practices or patterns of behavior

e. implement rules, regulations, or activities established by external authorities

5. Contracts, purchases, or agreements in the amount of $50,000 or more

6. Any lease of any item (building, equipment, etc.) if the total cost of the lease is expected to be $50,000 or more without regard to the length of the lease period

7. Purchase, sale or exchange of real property

8. Depository contract (presently submitted annually)

9. Food service (or similar) contracts, including changes in existing contracts

10. Contracts and agreements with support or development foundations

11. Settlements, consent decrees, authority to enter into litigation
12. Establishment (or change) of mandatory fees

13. Curriculum matters, including
   a. Establishment or elimination of academic programs
   b. Establishment or elimination of courses
   c. Major changes in programs or courses

14. Designation of a name for University buildings, facilities, streets, etc.

15. Annual holiday schedule

16. Private, governmental, or foundation grants or agreements if the purpose of the grant, etc. is not designated ("President's Discretion" constitutes a designation)

17. Annual operating budget

18. Increases or decreases in existing budgets through a "budget adjustment" if over $50,000, except revolving funds.

19. Biennial legislative request

20. Long Range Master Plan

B. Items That Do Not Require Approval by the Board of Regents

1. Construction or renovation projects under $50,000

2. Change orders under $50,000 as long as the approved budget is not exceeded

3. Appointment, change-of-status, promotion, termination of classified employees

4. Appointment, change-of-status, termination of graduate or student assistants

5. Resignations

6. Contracts, purchases, and agreements when the amount is less than $50,000

7. Adjustments within existing budgets, except that the budget total not be increased or decreased. Budget transfers which do not increase the Board approved budget
8. Private, governmental, and foundation grants or agreements if the purpose of such is stipulated by the grantor, etc.

9. Materials purchased for resale in auxiliary operations and central stores

10. Materials purchased for inventory stock of the physical plant operation

11. Materials purchased for normal inventory stock from operation and maintenance budgets previously approved by the Board

12. Maintenance and service contracts

13. Library subscription services

14. Recurring printing orders

15. Contracts and agreements for athletic events, entertainment concerts, fine arts events, and other similar activities

16. Group travel packages for resale

17. Materials or services purchased for emergencies resulting from disasters, hazards, or other exigent circumstances

18. Other items approved by the President of the University which are not listed in Section I of this policy.
The purpose of this policy is to give certain full-time tenured faculty members, including professional librarians, the opportunity to retire, but to continue guaranteed employment with the University on a modified basis. The term "modified employment" or "modification" means an employment status instituted under authority of, and governed by, this policy. Within this document the term "retired faculty member" means a faculty member whose employment status has been modified under this policy.

1. **Faculty Eligible.** Any full-time tenured faculty member who is eligible for retirement of any kind under the Teacher Retirement System of Texas or under a plan within the Optional Retirement Program may apply for modification of the terms of the faculty member's employment, subject to the provisions of this policy.

2. **Length of Modified Status.** Modified employment status will be for no more than three years at the discretion of the University.

2 3. **Application.** A faculty member desiring to take advantage of this policy must apply for modification no later than nine months prior to the beginning of the fiscal year in which the modified status is to become effective. For example, a faculty member who wishes to apply for modification effective September 1, must submit the application no later than December 1 of the previous year. During the first year after the plan becomes effective, the request may come as late as March 1. September 1 is the beginning of the fiscal year.

3 4. **Discretionary with University.** The University will grant an application for modification only when the academic and financial needs of the University can support the modified position. After determination that the academic and financial needs of the University can support the modified status. Once approved, however, the modification is binding, and subject to the termination provisions below, neither the University nor the faculty member may vary the terms of the new employment without the agreement of the other. If application for modified employment is denied or less than 3 years are granted, a faculty member may withdraw the request for retirement within 30 days of notification.

5. **Maximum Percentage.** A maximum of 10% of the full-time faculty may be on modified employment status during any academic year. The 10% University cap will apply to each College also.

6. **Faculty Member’s Change in Status.**
   a. A faculty member whose application is approved will formally retire and agree to relinquish his or her full-time status and tenure.
   b. The retired faculty member will not be eligible for merit raises, but will receive legislatively-mandated raises.
   c. The retired faculty member will not be eligible for faculty development grants, but will be eligible for research enhancement grants.
   d. The retired faculty will retain the rank held at the time of retirement, including graduate faculty rank.

a. If, for not more than five academic years following the modification of employment, the University requires the services of a retired faculty member within the academic expertise of the retired faculty member, the University will make available modified employment to the faculty member. The modified employment will be on a no-more-than-50%-FTE basis (based on a standard of full time being twelve semester credit hours, or 40 hours a week for librarians) or at the maximum level so as to not result in the loss of retirement benefits to the retired faculty member, whichever is less, for a nine-month academic year. Thus, depending upon the desires of the faculty member and the needs of the University, the modified employment might be full time for one semester, or half-time for both semesters of the regular academic year.

b. The modified employment will be on a no-more-than-50%-FTE basis (based on a standard of full time being twelve semester credit hours, or 40 hours a week for librarians) or at the maximum level so as to not result in the loss of retirement benefits to the retired faculty member, whichever is less, for a nine-month academic year. Thus, depending upon the desires of the faculty member and the needs of the University, the modified employment might be full time for one semester, or half-time for both semesters of the regular academic year. The modified employment salary will be no more than 46.75% for 50% appointment (pro-rated for lesser percent appointments) of that which the retired faculty member earned for the nine-month academic year prior to modification. A lesser amount may be set at the faculty member's option.

c. The modified employment salary will be no more than 46.75% for 50% appointment (pro-rated for lesser percent appointments) of that which the retired faculty member earned for the nine-month academic year prior to modification. A lesser amount may be set at the faculty member's option. The University will not guarantee summer teaching, and if summer teaching is offered, it will not exceed the maximum level which would result in the loss of retirement benefits to the retired faculty member. Payment for summer teaching will be at the same proportion or rate as that for full-time faculty.

d. The University will not guarantee summer teaching, and if summer teaching is offered, it will not exceed the maximum level which would result in the loss of retirement benefits to the retired faculty member. Payment for summer teaching will be at the same proportion or rate as that for full-time faculty.

6. Employment After Period of Modification. After five years of modified employment, the University may at its discretion continue to employ the retired faculty member on any basis convenient to the University, whether for a full academic year, a semester, or summer session, provided, however, that continued employment will not exceed the maximum level so as to result in the loss of retirement benefits to the retired faculty member.

7. Termination. During the specified period of modified employment, the University may terminate the retired faculty member's employment only in accordance with Part III. A. C, or D of the University policy on tenure, Policy and Procedure Manual, Index E-50A.
9. **Office Space, Access to Facilities, etc.** The University will accommodate as much as possible the office requirements of a retired faculty member whose employment has been modified under this policy. However, the University makes no guarantee that the retired faculty member will retain the same office, and the University will have the right to reassign the retired faculty member to a different or shared office. The retired faculty member will have access to secretarial assistance, parking, library services, intracampus mail, athletic and cultural events, professional travel and other facilities and activities on the same basis and at the same costs, if any, as the faculty generally.

10. **Loss of Sick Leave, Eligibility for Sick Leave.** Because the faculty member seeking modification under this policy must retire, the faculty member's balance of pre-retirement sick leave will be lost. However, upon the commencement of modified employment, the retired faculty member will be eligible for the same sick leave accrual and use in accordance with state law as any other University employee who is on a comparable part-time status.

11. **Retired Faculty Member's Obligations.**
   a. The retired faculty member will continue to observe all obligations applicable to full-time faculty, reduced, however, to a level commensurate with the modified employment.
   b. The retired faculty member will comply with all University rules and regulations applicable to University personnel generally.
   c. The retired faculty member may terminate any modified employment granted under this policy by giving prior written notice to the Vice President for Academic Affairs at least two months prior to the beginning of a given semester.

12. The changes of this date will apply to anyone who retires after December 31, 1993.

**Source of Authority:** Board of Regents, President, Vice President for Academic Affairs

**Cross Reference:** Faculty Handbook

**Contact for Revision:** Vice President for Academic Affairs

**Forms:** None
NAME OF INSTITUTION  Stephen F. Austin State University

NAME OF PROGRAM  Master of Music

Display how program(s) would appear on the Coordinating Board program inventory. (See attachment). Include Texas-CIP code designation(s).

<table>
<thead>
<tr>
<th>PROGRAM TITLE</th>
<th>TEXAS-CIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Music [MM]</td>
<td>50.0901.00</td>
</tr>
<tr>
<td>Conducting</td>
<td>50.0906.00</td>
</tr>
<tr>
<td>Performance</td>
<td>50.0903.00</td>
</tr>
</tbody>
</table>

How will name(s) of program(s) appear on student diplomas?  
Master of Music

How will name(s) of program(s) appear on student transcripts?  
Master of Music in Conducting; Master of Music in Performance

Administrative Unit(s) responsible for program:  
Graduate School; College of Fine Arts; Department of Music

Proposed date for implementation of program:  1993

Person to be contacted for further information about proposed program:  
Name:  Ronald E. Anderson  
Title: Chair, Dept. of Music  
Phone: (409) 568-4602  
TEX-STS: 854-4602

Signed:  
Chief Executive Office of campus  
Chief Executive Officer of System (if appropriate)  
Date Approved by Governing Board:
I. PROGRAM ADMINISTRATION

A. How will the program be administered? If it is to be inter-departmental or interdisciplinary, explain.

The Master of Music degree will be administered by the Department of Music, one of three departments in the College of Fine Arts.

B. If a new organizational entity will be created as a result of this program, please identify.

No new organizational entity will be created as a result of this program.

II. PROGRAM DESCRIPTION

A. Objectives

1. Describe the educational objectives of this program. Include reference to preparation of students for licensure of certification if appropriate.

The proposed degree is the Master of Music. Presently, the only post-graduate degree the Department of Music offers is a Master of Arts degree. The proposed Master of Music is considered the professional degree in the field of music and it has become the master’s degree of choice across the country. Major objectives of this graduate program are: 1) to provide a graduate training program in conducting and performance that more directly follows the professional undergraduate music programs currently in place in our curriculum under the title of Bachelor of Music; 2) to offer the professional masters program preferred twenty-three to one by students across the country; and 3) to meet the needs of East Texas students who want the extra emphasis on musical training provided under the Master of Music title and lacking under the present Master of Arts title; 4) to make better use of the professional expertise of the faculty of the Department of Music; 5) to make this popular professional music program available to students in our service area; and 6) to provide the type of professional training many employers want and students need when they pursue many doctoral degree programs.

It is interesting to note that most students in the masters degree music program at Stephen F. Austin State University take all of their hours in music though they are required to take only two thirds of their hours in the field. This is a clear indication that the Master of Music degree title is needed and is much more appropriate than the Master of Arts degree for most of these students.

As in all professional degrees, the title of Master of Music carries with it greater impact in the job market and among graduate schools than does the Master of Arts title. For that reason, the new degree will stand to better serve our graduates as they move to the employment field or pursue advanced degrees in other universities.

2. If the program design includes alternative curricula, describe the specific educational objectives of each.

The degree carries curriculum patterns in conducting (with choral and instrumental tracks) and applied music performance.
Choral Conducting - designed for those students seeking a master's degree with a choral conducting emphasis. Specific courses relating to choir and voice techniques, advanced conducting, administration, research, and evaluation will comprise the core of the program.

Instrumental Conducting - designed for those students seeking a master's degree with an instrumental conducting emphasis. Specific courses relating to band and orchestra methods, advanced conducting, administration, research, and evaluation will comprise the core of the program.

Applied Performance - designed for those students seeking a master's degree with an applied performance emphasis. Specific courses in applied studio instruction, pedagogy and literature, recital, and music bibliography will comprise the core of the program.

The degree follows the recommended design suggested by the National Association of Schools of Music: that 1/3 of the course work be in the major field, 1/3 be in music theory and music history, and 1/3 be in supportive areas of music. All curriculum patterns listed above would have a core of twelve semester credit hours, divided among the areas of music history and literature, music theory, and performance. Eleven or twelve hours would be taken in the major field, and twelve would be taken in supportive areas of music chosen in consultation with the student's advisor and degree committee.

B. State the requirements for admission to the program.

Admission to the program would require the same standards all students must provide to gain admission to the Graduate School. The Department of Music also requires a series of supervisory tests in music theory, music history and literature, and performance to ascertain any areas that require remediation.

C. Degree Requirements

1. In tabular form, give the SCH requirements for this degree in each of the following categories applicable to the proposed program, and provide the total SCH required:

   a. General Education  NA
   b. Music core (required of all students)  12-13
   c. Designated music electives  6
   d. Free music electives  6
   e. Music - major field  11-12

   TOTAL  36

2. Give any special requirements for this degree such as field experience, thesis, etc., if not indicated above.

There are no special requirements for this degree and students will not write a thesis as part of this program.
3. Provide additional information regarding the nature of the program if necessary.

The proposed program is not entirely new to the institution since, for all intents and purposes, it is already being offered under the dated Master of Arts degree title. Thus, in many respects, this proposal represents an attempt to provide a degree title that more accurately reflects what our students are already doing in terms of structuring their degree plans. As stated above, the Master of Music degree is the considered professional degree. It would greatly benefit many students seeking job and continuing educational opportunities to be graduated with the Master of Music rather than the Master of Arts.

D. Curriculum

1. List the numbers and titles of required courses and designated electives. Identify proposed new courses with asterisks.

The required courses and designated electives are listed under each curriculum pattern. The core of required courses is common to all of these curricular plans.

**MUSIC CORE:** Required in all programs:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTC 526</td>
<td>Stylistic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>MHL 531</td>
<td>Music Bibliography</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>4 hours from:</td>
<td></td>
</tr>
<tr>
<td>MHL 521</td>
<td>Music of the Baroque Era</td>
<td></td>
</tr>
<tr>
<td>MHL 522</td>
<td>Music of the Classic Era</td>
<td></td>
</tr>
<tr>
<td>MHL 523</td>
<td>Music of the Romantic Era</td>
<td></td>
</tr>
<tr>
<td>MHL 524</td>
<td>Music of the Twentieth Century</td>
<td></td>
</tr>
<tr>
<td>MUP 509</td>
<td>Applied Instruction</td>
<td>2</td>
</tr>
<tr>
<td>or</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MUP 529</td>
<td>Appl. Instruction (performance majors)</td>
<td>3</td>
</tr>
</tbody>
</table>

**TOTAL** 12-13

**PERFORMANCE PROGRAM:**

Designated electives:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUP 564</td>
<td>Pedagogy</td>
<td>3</td>
</tr>
<tr>
<td>MUP 558</td>
<td>Repertoire</td>
<td>2</td>
</tr>
</tbody>
</table>

**TOTAL** 6

Free Electives:

Music Electives **TOTAL** 6

Major Field:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MUP 519 or 529 Applied Instruction</td>
<td>9</td>
</tr>
<tr>
<td>Ensemble</td>
<td>2</td>
</tr>
<tr>
<td>*MUP 595 Recital</td>
<td>0</td>
</tr>
<tr>
<td>*MUP 595 Recital</td>
<td>0</td>
</tr>
</tbody>
</table>

**TOTAL** 11
CONDUCTING PROGRAM:

Designated electives:

- MHL 530 or MUE 503 Literature 3
- MUS 578 Seminar in Literature 2

TOTAL 6

Free electives:

- Music electives 6

TOTAL 6

Major field:

- MUP 529 Applied Conducting 12
- *MUP 595 Recital 0

TOTAL 12

The Department of Music Curriculum Committee and the Graduate Faculty have completed a catalogue revision (deleting, combining, revising, and adding new courses) to streamline and bring the catalogue current and in compliance with suggestions of the National Association of Schools of Music. The only new course is MUP 595 [Recital] for 0 hours credit.

2. In an appendix, provide descriptions of courses listed above.

Appendix A contains a description of MUP 595 [Recital]

3. If proposal includes alternative curricula, specify curriculum differences for the various alternative tracks.

A department of music is a varied unit. The programs designated above reflect the diversity inherent in the students attracted to a music degree. It is incumbent upon a university department of music the size and stature of Stephen F. Austin State University to offer a varied yet concise program as listed above. Two musical areas of expertise are addressed in this proposal: performance and conducting, both great strengths of the Department of Music. The performance program emphasizes applied instruction with two recitals, vocal pedagogy, and repertoire. The conducting program emphasizes applied conducting, and literature studies as appropriate to either choral or instrumental areas.

E. Supporting Fields

1. Identify existing programs and support areas at your institution which would complement this program. Describe relationship.

Not applicable

2. If these programs of support areas require updating or expansion, explain.
F. Accreditation

1. If there is a professional program accreditation procedure in this field, attach current standards.

The Standards of the National Association of Schools of Music may be found in Appendix B.

2. State your intention regarding accreditation.

It is imperative that guidelines and suggestions of the National Association of Schools of Music be followed. They are considered to be minimum in the preparation of professionals and, as those graduated from the program continue in the field, either as teachers, performers, or graduate students, the minimum standards suggested by the accrediting agency are and should be expected. It is the intent of this proposal to follow the suggested guidelines of NASM since the Department of Music at Stephen F. Austin has the capacity to do so, has been a full member in good standing of NASM since 1972, and as such, has accepted the challenge to help prepare tomorrow's performers and educators for the state and nation.

NASM requires that member institutions apply for plan approval after institutional approval is given and before any students are admitted into the new degree program. Once the program is in place, the Commission on Accreditation will review an application for Final Approval for Listing when transcripts for at least two graduates from the program are available.

III. EVALUATION

Describe planned procedures for institutional evaluation of this program. Include methods for follow-up of graduates of the program.

The simplest method of evaluation of this program centers around enrollment. If enrollment remains stable or increases, a case can be made to support its success. Since the program described above is essentially new in name only, there is a method of evaluation in place. Many graduates from the current Master of Arts degree are placed in teaching situations. Others enter other graduate schools as doctoral candidates, or join the ranks of the young professional performers. The Department has opportunities to evaluate the success of its graduates because of its numerous contacts with the students themselves and contacts with employing supervisors. Graduates who become teachers are compared through results of UIL ensemble competitions, all-state activities, and performances at the Texas Music Educators annual convention. Opportunities to evaluate graduates who become performers are available through on-site performances, guest performances upon return to the SFA campus, and through various audio-visual vehicles. In addition, the Department surveys all of its graduates at least every three to five years to determine how the quality of the training they received at SFA has prepared them for their careers. At this point, it is an evaluation of the current degree program that has brought the Department of Music to make this proposal.
IV. PROGRAM NEED/DEMAND

A. Identify similar programs in Texas.

The following list, according to the College Music Society Directory of Colleges and Universities (a definitive listing), includes the colleges and universities in Texas which offer the Master of Music degree. Lamar University and the University of Houston are the closest institutions which offer the degree.

Baylor University
Waco, Texas

Midwestern State University
Wichita Falls, Texas

East Texas State University
Commerce, Texas

North Texas State University
Denton, Texas

Hardin-Simmons University
Abilene, Texas

Southern Methodist University
Dallas, Texas

The University of Houston
Houston, Texas

Texas Christian University
Fort Worth, Texas

Lamar University
Beaumont, Texas

Texas A & I University
Kingsville, Texas

Texas Tech University
Lubbock, Texas

The University of Texas
Austin, Texas

West Texas State University
Canyon, Texas

B. Justify the proposed program in terms of the following:

1. Local, regional, state, national, and international needs (as appropriate)

The degree is essential to those who plan to continue in academic pursuits, especially in the area of applied music. Furthermore, the Master of Music is an important step in the professional development of music educators that directly impacts their economic potential. If the current Master of Arts degree were the preferred program at SFA, most of our students would include a minor of nine to twelve hours in their degree program. Transcripts of master’s graduates during the past ten years, however, clearly show that the vast majority chose to take all or nearly all of their required hours in music, foregoing any minor program. The need for the new master’s degree program and title is clearly evident and clearly supported by the choice of most students in the program. Moreover, there is no evidence that this need is declining in this region.

On the national level, statistics from the National Association of Schools of Music [NASM] indicate that in the 1990-91 academic year (the latest year for which statistics are available), 2,802 students received a Specific Masters Degree (normally under the title of Master of Music Degree) while only 121 received a General Masters Degree (normally under the title of Master of Arts Degree). Expressed another way, students in this year preferred the Master of Music Degree program over the Master of Arts Degree in Music at a ratio of 23 to 1! It is clear, then, that the vast majority of master’s degree candidates in the United States are choosing to pursue the Master of Music Degree. The
failure of the University to secure this program will relegate it to being out-of-step with most other universities in the state and nation. [The NASM chart detailing this information is given in Appendix C.]

2. The long-range academic plan of the institution

It is vital for the University to stay abreast with current curricular trends and needs in the nation. Stephen F. Austin State University is maturing rapidly in the area of Fine Arts. The Department of Music has enjoyed a significant increase in student enrollment over the past several years. As the University and Department continue to develop, the Master of Music degree will play a significant part in attracting graduate students who will not only serve well as graduate teaching assistants, but also as models for the undergraduate students. It is clearly in the best interest of the University and the state of Texas to provide degree programs that meet the changing needs of the students in the region. The University cannot afford to be limited to dated academic programs that have shown dramatic decreases of interest in the past fifteen years. The Master of Music Degree is an important part of the long-range plans for the College of Fine Arts and the Department of Music.

3. Student interests, expectations, and needs

Most potential graduate music students coming to SFA are looking for the Master of Music degree. Currently, there are eleven resident graduate students in music though that number could easily double if the Master of Music were in place. As mentioned before, the professional degree title serves the students much better than does the Master of Arts title, especially in applying to other graduate schools.

4. Job market needs

Students seeking employment in most colleges and universities as applied teachers and ensemble conductors are at a distinct disadvantage if they hold a Master of Arts Degree rather than a Master of Music Degree. The latter degree title suggests the type of professional degree training that most colleges and universities prefer in their faculty in these fields. This same situation exists in the preferences for public school ensemble directors, though not as pronounced as in post-secondary institutions.

5. Educational and cultural needs of the community

It is our belief that the implementation of this new graduate degree program will bring a substantial number of new students to the University. This will have a very positive impact on the graduate music program, allowing for greater diversity in the curricular offerings of the Department and greater divergent breadth to the quality of classroom discussion and the healthy competition among students. It might also be noted that the expected increase in the number of accomplished musicians could very easily aid in the development of a community chorus, orchestra, and other such activities for which there is a need in the Nacogdoches community and East Texas area.
V. PROGRAM POTENTIAL

A. Estimate cumulative headcount enrollment for each of the first five years (majors only, considering expected attrition and graduation).

<table>
<thead>
<tr>
<th>Year</th>
<th>Majors</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1992-93</td>
<td>12</td>
<td>12</td>
</tr>
<tr>
<td>1993-94</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>1994-95</td>
<td>18</td>
<td>18</td>
</tr>
<tr>
<td>1995-96</td>
<td>20</td>
<td>20</td>
</tr>
<tr>
<td>1996-97</td>
<td>25</td>
<td>25</td>
</tr>
</tbody>
</table>

B. Explain the assumptions used in making the above estimates.

Current speculation is that by the year 2000, the Nacogdoches area will have a population of 200,000 and that Stephen F. Austin State University will have a student enrollment of between 12,000 and 14,000. In recruiting over the past two years, it has been observed that many more graduate music students would enrolled if the Master of Music were in place. With the above considerations, it is apparent that a natural growth will occur in the Department of Music graduate enrollment. In addition, the Department has realized significant growth in the past five years in both the undergraduate and graduate classes. The University Fact Book shows that undergraduate majors have increased from 137 in 1987 to 170 in 1991, and from 11 graduate majors in 1987 to 16 in 1991.

Many current Master's candidates at the University have come up through the undergraduate program. It must be noted, however, that many others are new to the University, i.e., hold undergraduate degrees from universities other than Stephen F. Austin State University.

VI. RESOURCES

A. Personnel

1. Indicate for each of the first years the cumulative number of full-time-equivalent personnel needed in the following categories: Released time appointments for administration and other services, Full-time faculty, Part-time faculty, Graduate assistants, Clerical/support staff, Others.

Since this new Master of Music Degree interfaces so easily with our current Master of Arts Degree, there is no need for additional administrative staff or full-time faculty members as a result of implementing the proposed degree. All staff and administrative assignments are in place. Any increases in applied instruction can be covered with part-time faculty.

2. List each existing faculty, highest earned degree and source, field, current teaching and research interests, and anticipated contribution to the program.

Dr. Ronald E. Anderson, Ph.D., University of Iowa, Music History & Literature
Dr. Dan Beaty, Ph.D., University of North Texas, Piano & Composition
3. List each new faculty position anticipated and state whether it will be an additional position at the institution or a reallocation.

Since the proposed Master of Music Degree program involves essentially only a change in the number of credit hours taken in music, no new faculty are needed to implement the program.

4. For new faculty projected, describe the qualifications sought and anticipated contributions to the program.

Not applicable -- as above.

B. Library

1. Evaluate library holdings relevant to the proposal, noting strengths and weaknesses. Describe actions that will be taken to maintain strengths and remedy weaknesses.

The library's holdings in support of the proposed program are strong and growing. A qualitative measure of collection strength is depicted in Exhibit I, which is a chart showing library holdings of titles listed in standard bibliographies both at present, and eight years ago, when a similar report was prepared. Except for periodical titles held, where a slight decrease is noted, holdings increased in every area, in many cases dramatically. In terms of percentages, all decreases other than periodicals result from a sharp increase in the number of titles covered.

Exhibit II provides a relatively comprehensive, quantitative comparison showing collection improvement over the same time period. Again, the increase in collection strength is substantial and dramatic: more than 12,000 titles have been added, a 51% increase.

In addition to showing existing collection strengths, the exhibits indicate where
further collection development work is needed. The library staff is working now to fill gaps in the standard bibliographies. This work is supplemented by faculty requests for specific titles.

During the next four years, special emphasis will be placed on acquiring remaining missing titles in a basic music library. The library will attempt to acquire both the scores and recordings for missing titles. Even though the state, and the university as a consequence, face a rather austere budget outlook, the cost to acquire the missing titles (estimated at about $3,000) is modest, and the benefits will be significant.

2. Describe cooperative library arrangements available to students in this program.

The university library has established a reciprocal borrowing agreement with the local public library which provides excellent access to public library holdings. These holdings complement the university library music holdings in several areas. For example, the public library has over 300 children's songbooks, an area not nearly so well represented in the university collection.

Under the terms of the reciprocal agreement, the public library honors university borrower cards and student IDs, which may serve as borrower cards. Students may borrow books directly from the public library or through a courier service that runs daily between the two libraries when classes are in session.

The two libraries have merged their holdings records into an online catalog serving both libraries. The catalog may be searched by author, title, subject, keyword, and keyword boolean and may be searched either through catalog terminals located throughout the library, or by remote telephone access from any properly equipped microcomputer.

The university library is a founding member of the East Texas Consortium of Libraries. Other members are Sam Houston University library; the three campus libraries of Lamar University; and the Beaumont, Orange, and Port Arthur public libraries. Consortium members have developed cooperative lending arrangements which include expedited interlibrary loan and telefax transmission of rush requests.

The library also belongs to the AMIGOS Bibliographic Network, through which the cataloging records of OCLC, Inc. may be searched remotely and interlibrary loan requests entered online. The OCLC database contains over 20 million cataloging records from thousands of libraries throughout North America.

Today, libraries must routinely go beyond their local holdings to support research. In addition to the cooperative efforts mentioned above, the library has a program called Access Services which provides such important Information Age services as online searching of remote periodical databases and commercial document delivery, the latter, an alternative to interlibrary loan. These services are carefully integrated into the library program and their direct costs, which in many universities are passed on to the user, are heavily subsidized by the library.
D. Facilities

1. Describe availability and adequacy of existing facilities that will be used to support the proposed program.

The existing facilities are adequate to support the proposed program, especially since most resident students will merely elect to change to this degree program from the current one.

2. Describe any planned renovation or alteration of existing facilities needed for the program. Estimate date of availability. Display estimated cost in item VII.

A major renovation of the Music Building has been approved in the University's master plan for 1990-95. This mainly is a result of the age of the building and the need to meet existing codes rather than any attempt to meet any space requirements necessitated by any graduate degree program. The estimated cost of this renovation project is $2,000,000.

3. Describe any planned new facilities needed for the program. Estimate date of availability. Display estimated cost in item VII. Provide source of funding.

The University does not need any new facilities to implement this program.

VII. COSTS

Provide a dollar summary of anticipated costs to the institution for the first five years for each Resources category above. Identify any special sources of income other than state formula funding that are expected to provide major support in specific categories (e.g., reallocation from within the university, legislative special item appropriation, private donation, federal grant, etc.).

A. Personnel

Since most students will elect to change to the Master of Music Degree program from the Master of Arts program, there will be no immediate need for additional personnel (faculty or staff) to implement the program. Modest increases in student population can be absorbed easily by current faculty since the curriculum is already in place and the additional applied load would be distributed by several faculty members. A major increase in student population would necessitate an appropriate institutional response to increase faculty as would the increase in any curricular program. The estimated annual cost after the first year for part-time applied staff is $7,000.

B. Library

Apart from the usual maintaining of library holdings, i.e., purchasing scores, records, and books in an ongoing collection, there will be no need for extra library expenditure to implement or sustain this program.

A recent addition to the university library provides students with good access to equipment needed to complete listening assignments. Twelve custom-designed study carrels highlight a new library music/audiovisual area. These carrels are
equipped with turntables, amplifiers, compact disc, audio and videocassette player/recorders, and tv monitors. There are two similarly-equipped soundproof listening rooms containing electronic keyboards. High quality, high speed audiocassette tape duplicating equipment is also available in the area. Two adjacent rooms provide classroom settings for up to 80 students to receive music instruction. In addition to listening equipment, the library has available a variety of projectors for overheads, slides, film, and videotape.

C. **Equipment**

Apart from normal upkeep, there is no need for expenditure on equipment to implement or sustain this program.

D. **Facilities**

There is no need for additional facilities, apart from normal growth, to implement or sustain this program.
MUP 595. Recital, 0 semester hours credit. For graduate students whose degree requires one or more recitals. May be repeated for credit.
D. Institutional Entrance Examinations

All applicants for graduate study in music shall demonstrate at least baccalaureate-level competence in those areas considered common to all undergraduate study.

Member institutions shall require entrance auditions and examinations appropriate to the objectives of the program. These should be designed to test for present attainments at the entering level, rather than to demonstrate achievement at a more advanced graduate level. Students admitted with deficiencies should be required to remove them early in their programs.

A broad segment of the music faculty should be involved in the development, administration, and evaluation of these examinations. The competency levels for each of the areas of expertise should be determined by general agreement among the graduate faculty. Faculty consensus concerning the policies and procedures in this regard is considered essential since such examinations may be used as placement and/or entrance criteria.

E. Standard Published Examinations

The use of standard published examinations in the admission process is a prerogative of the institution. Their utilization should reflect the objectives of the graduate program.

XI. MASTER'S DEGREES

A. Degree Formats

NASM recognizes two types of master's degrees with a typical requirement of 30 semester hours.

1. General Master's Degree. General master's degrees contain a required core of general studies in music including studies in performance, history, and theory. This core constitutes approximately one-third of the curriculum. An additional one-third consists of other studies in music. The remainder is comprised of elective studies in supportive areas. Completion of the program is most often identified by awarding of the degrees, Master of Arts in Music or Master of Science in Music without reference to areas of specialization.

2. Specific Master's Degrees. Specific master's degrees require that at least one-third of the credits be in a major field, such as composition, conducting, performance, music education, music history, musicology, or sacred music. An additional one-third consists of other studies in music. The remainder may be elective studies in supportive areas. Completion of the program is most often identified by awarding the degrees, Master of Music, Master of Arts, or Master of Science, with the major field of study specified.

Degrees with such titles as Master of Arts in Teaching, Master of Science in Teaching, or Master of Music in Teaching, will be listed as master's degrees by NASM only when their objectives and structures are consistent with the general or specific master's degree formats outlined above. When the purpose of such degrees is the completion of undergraduate requirements for teacher certification, the program will be reviewed by the Commission on Accreditation but not listed by the Association.
The Master of Fine Arts degree in Music and Master of Musical Arts degree are awarded by some institutions. To be consistent with standard academic practice, these degrees should require at least sixty semester hours and should be structured as specific master's degrees. The Master of Fine Arts in Music is appropriate to connote interdisciplinary arts study when music is the basis for such study and comprises at least fifty per cent of the curriculum.

B. Standards for All Master's Degrees

Master's degree programs must be of sufficient size and scope (see item II.C. above) to fulfill the general purposes of graduate study and the specific objectives of the institution. It is understood that the nature of relationships between size and scope and quality will vary from institution to institution and program to program; however, principles and planning mechanisms derived from the objectives of each master's degree program must ensure regular measurement of effectiveness. The usual relationships between size and scope and the availability of resources (see item IX.B. above) mandate the inclusion of these issues in the continuing graduate assessment efforts of all master's degree-granting institutions.

A comprehensive review is required. (See Item IX.G.4a above.)

Electives shall be determined in consultation between student and advisor; the breadth and emphasis indicated in the General Standards for Graduate Study (see IX., above) should be given special consideration in the selection of electives.

It is recommended that each institution require candidates for master's degrees to participate in conducted or coached ensembles.

XII. REQUIREMENTS FOR SPECIFIC MASTER'S DEGREES

Institutions with a wide range of objectives offer specific master's degrees. The standards outlined below represent the normal curricular structure for each degree program. The failure to meet the specifics of each standard will not necessarily preclude accreditation; however, when deviations exist, the institution must provide an acceptable rationale. The rationale is based upon such factors as objectives, resources, admission policies, and administrative considerations.

Whatever the curricular structure, the institution must demonstrate that the program (a) is a music major at the graduate level, (b) meets the requirements for graduate degrees outlined in Sections IX. and X. above, and (c) is expected to produce professional competence in the major area.

A. The Master's Degree in Composition

Studies in composition comprise at least one-third of the total curriculum. As a culmination of study in the major field, the student must submit at least one original composition appropriate as a final project. Other studies in music, such as history and literature, theory and analysis, and performance, comprise at least one-third of the total curriculum.

Institutions should offer graduate degrees in composition only if students can be afforded regular opportunities to hear their works performed.
B. The Master's Degree in Performance

Studies in performance comprise at least one-third of the total curriculum. As a culmination to study in the major field, the student must present a public performance, which may serve as the thesis.

Other studies in music, such as theory and analysis, history and literature, and pedagogy, comprise at least one-third of the total curriculum. In addition, voice majors are expected to be proficient in German, French, and Italian diction.

C. The Master's Degree in Opera Performance

The master's degree in opera performance is distinct from the master's degree in voice performance.

The integration of musical, theatrical, and diction skills required in opera performance constitute major study in this degree program and require at least one-third of the curriculum.

Other studies in music such as voice, sight-singing, and repertory constitute at least one-third of the curriculum.

The curriculum includes but is not limited to the development of advanced theatre skills and advanced competence in English, Italian, French, and German diction, and at least one graduate-level course in both music theory and music history.

Performance of a significant role in at least one fully staged production with orchestra is an essential part of the final project.

For additional standards and guidelines for opera/musical theatre programs, see Appendix B.

D. The Master's Degree in Pedagogy

The pedagogy of a specific performance area and its repertory constitute major study in this degree and comprise one-third of the curriculum. Other studies in music, such as theory, history, and performance, comprise at least one-third of the curriculum. A final demonstration project, research paper, and/or recital is required.

E. The Master's Degree in Accompanying

Studies in vocal and/or instrumental accompanying constitute major study in this degree and comprise at least one-third of the curriculum. As culmination to study in the major field, the student must present at least one full-length public performance.

Other studies in music, such as theory, history, and performance, comprise at least one-third of the curriculum. Programs that emphasize vocal coaching and accompanying should give special attention to repertory and language studies. Programs that emphasize instrumental accompanying should give special attention to chamber music and historical performance practices.

F. The Master's Degree in Conducting

Studies in the major field, including advanced conducting, analytical studies and score reading, comprise at least one-third of the total curriculum. As a
culmination to study in the major field, the student must conduct a public performance. Other studies in music, such as orchestration, history and literature, performance, and composition, comprise at least one-third of the total curriculum. Institutions should offer graduate degrees in conducting only if students can be afforded the opportunity for regular conducting experience under faculty supervision and with an appropriate ensemble.

G. The Master's Degree in Music Education

Studies in the major field, including instruction that will enable students to understand and evaluate research in music education, comprise at least one-third of the total curriculum. Other studies in music, such as performance, conducting, theory and analysis, and history and literature, comprise at least one-third of the total curriculum. For students anticipating doctoral studies, a thesis is strongly recommended.

H. The Master's Degree in Music History and Musicology

In addition to the General Requirements for Admission to Graduate Study (see X., above), prospective students must have a reading ability in at least one foreign language, preferably German or French.

Studies in the major field comprise at least one-third of the total curriculum. As a culmination to study in the major field, the student must submit a final project that demonstrates advanced competence in research and writing. The final project may be a thesis, a series of special papers, or a written work of equivalent scope and depth. Other studies in music, such as theory and analysis and performance, including participation in ensembles appropriate to the major emphasis, comprise at least one-third of the total curriculum.

J. The Master's Degree in Sacred Music

Studies in sacred music comprise at least one-third of the total curriculum, including areas such as conducting, literature, and repertory; hymnology and worship practices; and supervised apprenticeship. As a culmination to study in the major field, the student must present a public recital or a comparable musical presentation as a demonstration of competence in performance. Other studies in music, such as organ and/or voice, choral ensemble, music education, and theory and analysis, comprise at least one-third of the total curriculum.

K. The Master's Degree in Music Theory

Studies in theory comprise at least one-third of the total requirement. As a culmination to study in the major field, the student must submit a thesis that demonstrates competence in research and writing. Other studies in music, such as history and literature, composition, performance, and pedagogy, comprise at least one-third of the total curriculum.

L. The Master's Degree in Theory-Composition

Studies in the major field comprise at least one-third of the total curriculum. As a culmination to study in the major field, the student must submit either a theoretical document or an original composition as a thesis. Other studies
in music, such as history and literature, performance, and pedagogy, comprise at least one-third of the total curriculum.

M. The Master’s Degree in Music Therapy

Studies in music therapy at an advanced level comprise at least one-third of the curriculum. The focus may be in the theory, research, or practice of music therapy. Other studies in music related to the objectives of the degree comprise at least one-third of the curriculum. These studies may include course work in diverse areas, for example: performance; ethnomusicology; jazz; research in music education; and analysis. The remainder consists of supportive studies which bear directly on the specific educational objectives of the degree program and which facilitate successful completion of the final project. These studies may include course work in diverse areas, for example: music therapy; behavioral, social or health science; research; humanities; creative arts therapies; and management.

A final thesis project, clinical project, or demonstration project is required.

Undergraduate courses required for music therapy certification, including internship experiences, may not apply toward master’s degree requirements.

Master’s degree programs in music therapy may carry the title, Master of Arts in Music Therapy, Master of Science in Music Therapy, Master of Music in Music Therapy, or Master of Music Therapy. Degree programs titled Master of Music Therapy require a comprehensive examination, and at least one-half of the course work must be in music therapy studies.

N. The Master’s Degree in Jazz Studies

Studies in the major field comprise at least one-third of the total curriculum, including such areas as jazz performance, improvisation, composition, and arranging. As a culmination to study in the major field, the student must either present a public performance or submit at least one original composition as a thesis. Other studies in music, such as history and literature, theory and analysis, and recording and studio techniques, comprise at least one-third of the total curriculum.

XIII. SPECIALIST PROGRAMS

The title “Specialist in Music” or “Specialist in Education” is also used to indicate advanced graduate study. To be consistent with standard academic practice, this program should require at least thirty semester hours beyond the Master of Arts, Master of Science, Master of Music, or Master of Music Education degrees, and should be structured to provide intensive study focused primarily on the area of specialization.

XIV. DOCTORAL DEGREES IN MUSIC

Doctoral degrees in music are intended for those planning to work at the most advanced academic and professional levels of musical endeavor. Students admitted to doctoral study are expected to achieve competence as musician/scholars who can communicate effectively both orally and in written form. The artist diploma may be more appropriate than the doctoral degree for the student seeking total concentration in performance and/or composition at the post-master’s level.
## APPENDIX C

National Statistics on Masters Degrees Awarded
National Association of Schools of Music

### MUSIC CHART 1-3

TOTAL MUSIC STUDENT ENROLLMENT, ALL INSTITUTIONS

<table>
<thead>
<tr>
<th>Degree Programs</th>
<th>Number of Institutions with Majors</th>
<th>Music Major Enrollment Summer, 1991</th>
<th>Music Major Enrollment Fall, 1991</th>
<th>Number of Degrees Awarded July 1, 1990 through June 30, 1991</th>
</tr>
</thead>
<tbody>
<tr>
<td>Specific Masters Degree Programs</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accompanying</td>
<td>36</td>
<td>22</td>
<td>106</td>
<td>33</td>
</tr>
<tr>
<td>Arts Administration</td>
<td>2</td>
<td>5</td>
<td>10</td>
<td>4</td>
</tr>
<tr>
<td>Brass</td>
<td>121</td>
<td>103</td>
<td>401</td>
<td>136</td>
</tr>
<tr>
<td>Composition</td>
<td>101</td>
<td>104</td>
<td>415</td>
<td>116</td>
</tr>
<tr>
<td>Conducting</td>
<td>104</td>
<td>148</td>
<td>437</td>
<td>149</td>
</tr>
<tr>
<td>Ethnomusicology</td>
<td>10</td>
<td>14</td>
<td>56</td>
<td>10</td>
</tr>
<tr>
<td>Guitar</td>
<td>64</td>
<td>28</td>
<td>166</td>
<td>36</td>
</tr>
<tr>
<td>Harp</td>
<td>22</td>
<td>6</td>
<td>37</td>
<td>13</td>
</tr>
<tr>
<td>Harpsichord</td>
<td>12</td>
<td>1</td>
<td>13</td>
<td>2</td>
</tr>
<tr>
<td>Jazz Studies</td>
<td>17</td>
<td>39</td>
<td>173</td>
<td>38</td>
</tr>
<tr>
<td>Music Education</td>
<td>182</td>
<td>1,624</td>
<td>1,786</td>
<td>706</td>
</tr>
<tr>
<td>Music History</td>
<td>77</td>
<td>181</td>
<td>300</td>
<td>69</td>
</tr>
<tr>
<td>Music Therapy</td>
<td>19</td>
<td>59</td>
<td>166</td>
<td>10</td>
</tr>
<tr>
<td>Opera</td>
<td>19</td>
<td>13</td>
<td>103</td>
<td>19</td>
</tr>
<tr>
<td>Organ</td>
<td>76</td>
<td>59</td>
<td>180</td>
<td>44</td>
</tr>
<tr>
<td>Pedagogy</td>
<td>39</td>
<td>46</td>
<td>119</td>
<td>45</td>
</tr>
<tr>
<td>Percussion</td>
<td>84</td>
<td>35</td>
<td>167</td>
<td>48</td>
</tr>
<tr>
<td>Piano</td>
<td>150</td>
<td>238</td>
<td>913</td>
<td>282</td>
</tr>
<tr>
<td>Sacred Music</td>
<td>24</td>
<td>171</td>
<td>454</td>
<td>128</td>
</tr>
<tr>
<td>Strings</td>
<td>107</td>
<td>120</td>
<td>827</td>
<td>231</td>
</tr>
<tr>
<td>Theory</td>
<td>76</td>
<td>82</td>
<td>251</td>
<td>68</td>
</tr>
<tr>
<td>Voice</td>
<td>151</td>
<td>308</td>
<td>1,065</td>
<td>322</td>
</tr>
<tr>
<td>Woodwinds</td>
<td>132</td>
<td>150</td>
<td>583</td>
<td>207</td>
</tr>
<tr>
<td>Other Programs</td>
<td>52</td>
<td>279</td>
<td>457</td>
<td>86</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>228</strong></td>
<td><strong>3,835</strong></td>
<td><strong>9,185</strong></td>
<td><strong>2,802</strong></td>
</tr>
</tbody>
</table>

**General Masters Degree Programs**

<table>
<thead>
<tr>
<th></th>
<th>Number of Institutions</th>
<th>Music Major Enrollment</th>
<th>Number of Degrees Awarded July 1, 1990 through June 30, 1991</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Masters in Music</td>
<td>52</td>
<td>186</td>
<td>543</td>
</tr>
<tr>
<td>Other Programs</td>
<td>44</td>
<td>410</td>
<td>507</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>82</strong></td>
<td><strong>596</strong></td>
<td><strong>1,050</strong></td>
</tr>
</tbody>
</table>
## APPENDIX D

SFA Library Exhibit I
Collection Strength

### EXHIBIT I
LIBRARY HOLDINGS -- Standard Bibliographic

<table>
<thead>
<tr>
<th>STANDARD BIBLIOGRAPHIES</th>
<th>TOTAL TITLES</th>
<th>LIBRARY HOLDINGS</th>
<th>% OF TOTALS TITLES IN LIBRARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>A BASIC MUSIC LIBRARY:</td>
<td>*1449</td>
<td>*750</td>
<td>1085</td>
</tr>
<tr>
<td>Essential Scores &amp; Books</td>
<td></td>
<td></td>
<td>74.9%</td>
</tr>
<tr>
<td>American Library Assoc.,(1983)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EDUCATION INDEX</td>
<td>339</td>
<td>329</td>
<td>291</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>85.8%</td>
</tr>
<tr>
<td>ERIC</td>
<td>335,400</td>
<td>+160,000</td>
<td>**all</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>Farber: CLASSIFIED LIST</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>OF PERIODICALS FOR THE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COLLEGE LIBRARY,(1972)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music</td>
<td>15</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>100%</td>
</tr>
<tr>
<td>Education</td>
<td>78</td>
<td>78</td>
<td>72</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>92.3%</td>
</tr>
<tr>
<td>A LIST OF BOOKS IN MUSIC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>National Association of</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Schools of Music,(1977)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Books</td>
<td>1297</td>
<td>1305</td>
<td>977</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>75.3%</td>
</tr>
<tr>
<td>Periodicals</td>
<td>51</td>
<td>51</td>
<td>31</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>60.8%</td>
</tr>
<tr>
<td>MUSIC INDEX</td>
<td>354</td>
<td>384</td>
<td>63</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>17.8%</td>
</tr>
<tr>
<td>Sheeny: GUIDE TO REFERENCE BOOKS (American Library Association, 1986)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Music</td>
<td>364</td>
<td>199</td>
<td>226</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>62.1%</td>
</tr>
<tr>
<td>Education</td>
<td>379</td>
<td>240</td>
<td>179</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>47.2%</td>
</tr>
</tbody>
</table>

* These figures purposely omit the 813 titles listed in the performing editions of scores (that is, parts), since the library does not collect this kind of score except incidentally.

** The library has the complete ERIC (Research in Education) collection.
APPENDIX E

SFA Library Exhibit II
Collection Improvement

EXHIBIT II
Library Holdings -- Cataloged Items

The volume strength of the library's holdings in music and education was determined by measuring the shelf list in these areas. The specific measurements converted to approximate volume count are given below:

<table>
<thead>
<tr>
<th>L.C. Classification</th>
<th>Approximate no. of volumes</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1992</td>
</tr>
<tr>
<td>M (scores)</td>
<td>6500</td>
</tr>
<tr>
<td>ML</td>
<td>6200</td>
</tr>
<tr>
<td>MT</td>
<td>2400</td>
</tr>
<tr>
<td>L-LT</td>
<td>21,000</td>
</tr>
</tbody>
</table>

DEWEY CLASSIFICATION
780's

<table>
<thead>
<tr>
<th>APPROXIMATE NO. OF VOLUMES</th>
<th>1992</th>
<th>1984</th>
</tr>
</thead>
<tbody>
<tr>
<td>150</td>
<td></td>
<td>500</td>
</tr>
</tbody>
</table>

| TOTAL | 36,250 | 24,075 |
## Stephen F. Austin State University

**Room & Board Rates for 1993-1994**

### Appendix 4

#### Residence Hall

<table>
<thead>
<tr>
<th>Fall &amp; Spring Semester</th>
<th>Summer I or II</th>
</tr>
</thead>
<tbody>
<tr>
<td>W/5 Day</td>
<td>W/7 Day</td>
</tr>
<tr>
<td>15 Meals</td>
<td>13 Meals</td>
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<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Fall or Spring</th>
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<tbody>
<tr>
<td>1 UNIT I</td>
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<td>2 UNIT II</td>
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<td>5 WISELY</td>
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<td>$681</td>
</tr>
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<td>7 TODD</td>
<td>$1,721</td>
<td>$653</td>
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<td>8 GIBBS</td>
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<td>$626</td>
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<td>9 NORTH</td>
<td>$1,804</td>
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<tr>
<td>10 HALL 10 *</td>
<td>$1,831</td>
<td>$708</td>
</tr>
<tr>
<td>11 MAYS *</td>
<td>$1,749</td>
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<td>12 SOUTH</td>
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<td>14 HALL 14</td>
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<td>15 GRIFFITH</td>
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<td>17 STEEN</td>
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<td>18 KERR</td>
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</tr>
<tr>
<td>20 HALL 20</td>
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Rates above include sales tax for board.

### Apartments

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<td>RAGUET</td>
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<td>GARNER</td>
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<td>CLARK</td>
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<td>UNIV WOODS</td>
<td>401 - 432</td>
<td>$341 ***</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$440 ***</td>
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</tbody>
</table>

* Included utilities: Television cable and telephone service.
** Included utilities: Television cable, telephone service, and laundry facilities.
*** Included utilities: TV cable and telephone service.

### For Accounting Purposes Only:

#### Rooms

<table>
<thead>
<tr>
<th>Classification</th>
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<tbody>
<tr>
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<td>$358</td>
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<td>CLASSIFICATION II</td>
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<td>CLASSIFICATION III</td>
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<td>ENRICHMENT HALLS</td>
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<td>Hall 11</td>
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<th>7-20</th>
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1.0 SCOPE

1.1 This policy establishes rules for the investment of all University funds and funds held by the University in trust for others except those endowment and SFA Foundation trust funds which are under the control and management of the Board selected fund managers.

2.0 AUTHORITY

2.1 The authority for this policy is Article 842a-2, V.T.C.S. as to all funds which are not required to be deposited in the State Treasury.

3.0 OBJECTIVES

3.1 The primary emphasis of all investment decisions shall be safety of principal. All investments must be undertaken with appropriate fiduciary responsibility in a reasonable and prudent manner, and must be in accordance with Texas law. Investment maturities must be diversified to match the University's need for liquidity.

3.2 Investment decisions shall not incur unreasonable risks in order to obtain current investment income.

3.3 The investment portfolio shall remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated.

3.4 Investments will be diversified to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

3.5 Management of the investment portfolio will specifically avoid any purchase of investments, or any investment practices or procedures, not specifically authorized under the terms of this policy.

4.0 AUTHORIZED INVESTMENTS

4.1 All University funds and funds held in trust for others may be invested in:

4.1.1 Obligations of the United States of America, its agencies and instrumentalities;

4.1.2 Direct obligations of the State of Texas and agencies thereof;

4.1.3 Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the State of Texas or the United States of America or its agencies and instrumentalities;

4.1.4 Obligations of states, agencies thereof, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of no less than A or its equivalent;
4.1.5 Certificates of deposit of state and national banks doing business in Texas, guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or secured by obligations described in 5.0 below, and pursuant to Article 2529b-1, in market value no less than the principal amount of the certificates;

4.1.6 Fully collateralized direct repurchase agreements with a defined termination date secured by obligations described in 6.0 below with a market value of not less than the amount of the funds disbursed and pledged with a third party other than an agent for the pledgor. Repurchase Agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a bank domiciled in Texas;

4.1.7 Gifts, grants and donations of non-educational and general funds or other property which are received in forms other than money may be maintained as investments in the form in which they were received or may be converted to other types of investments at the determination of the Board.

5.0 INSURANCE OR COLLATERAL

5.1 All deposits and investments of University funds other than direct purchase of U. S. Treasuries or U. S. Agencies shall be secured by a pledge of collateral with a market value equal to no less than 100% of the deposits or investments less an amount insured by the FDIC or FSLIC and pursuant to Article 2529d, the Public Funds Collateral Act. Evidence of the pledged collateral shall be maintained by the University Comptroller. Repurchase Agreements shall be documented by a specific agreement noting the collateral pledged in each agreement. Collateral shall be reviewed monthly to assure the market value of the securities pledged equals or exceeds the related bank balances.

5.2 Pledged collateral shall be maintained for safekeeping by a third party depository.

6.0 COLLATERAL DEFINED

6.1 The University shall accept only the following securities as collateral:

6.1.1 FDIC and FSLIC insurance coverage;

6.1.2 United States Treasuries, Agencies, and Instrumentalities;

6.1.3 Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by the State of Texas or the United States of America;

6.1.4 Obligations of States, agencies thereof, counties, cities, and other political subdivisions of any state having been rated as to investment quality by a nationally recognized investment rating firm and having received a rating of no less than A or its equivalent.
7.0 INVESTMENT OFFICER

7.1 The Vice President for Administrative and Fiscal Affairs shall serve as the Investment Officer for the University.

7.2 The Vice President for Administrative and Fiscal Affairs shall determine the total amount of institutional funds available for investment in accordance with projected cash flow requirements and is authorized herewith to use the services provided by the investment consultants and the Board selected Fixed Income Manager in the investment of those funds.

8.0 REPORTS

8.1 No later than 30 days after the end of each quarter of the fiscal year beginning September 1, the Vice President for Administrative and Fiscal Affairs will prepare and furnish to the Board of Regents a report of investments for the quarter just ended, yields on the investments and current balances. The report will group all investments by authorized investment category as described in Section 4.0 above.
Appendix 6

AGREEMENT BETWEEN
STEPHEN F. AUSTIN STATE UNIVERSITY
AND
THE STEPHEN F. AUSTIN STATE UNIVERSITY FOUNDATION, INC.

1. PARTIES

1.1 Stephen F. Austin State University (the "University") is an agency of the State of Texas, organized and existing under Chapter 101, Texas Education Code, as an institution of higher education located in Nacogdoches, Texas. The governing body of the University is the Board of Regents (collectively, the "Regents").

1.2 The Stephen F. Austin State University Foundation, Inc. (the "Foundation") is a non-profit corporation organized under the laws of the State of Texas for the sole purpose of supporting the mission of the University. The governing body of the Foundation is its Board of Trustees (collectively, the "Trustees").

2. PURPOSE

2.1 The Foundation is a private support organization as defined in article 6252-11f, Texas Revised Civil Statutes ("6252-11f").

2.2 The University is a state agency as defined in 6252-11f.

2.3 The parties are entering into this agreement for the purpose of defining the relationship between them pursuant to 6252-11f, and to implement the policy of the Regents governing the University's relationship with private support organizations.
Agreement between
Stephen F. Austin State University and
The Stephen F. Austin State University Foundation, Inc.

Page 2

2. PURPOSE (continued)

2.4 While this agreement is in effect, the University recognizes the Foundation as existing solely for the support of the University. The parties agree that the Foundation is a necessary and beneficial component of the University's overall program for university advancement and for the development of private sources of funding for capital acquisition, operations, endowments, scholarships, and other purposes relating to the mission of the University.

3. TERM

3.1 Provided the Foundation has first executed this agreement, this agreement is effective upon its approval by the Regents.

3.2 This agreement will continue in effect until terminated. Either party may terminate this agreement by giving ninety days' written notice to the other party.
4. ORGANIZATION OF THE FOUNDATION

4.1 The direction and management of the affairs of the Foundation and the control and disposition of its assets shall be vested in a Board of Trustees which shall consist of not less than nine (9) persons and not more than thirty (30) persons.

4.2 The President of the University may serve as an ex officio, non-voting member of the Board of Trustees.

4.3 The officers of the Foundation shall be a Chairman, a Vice Chairman, and a Secretary/Treasurer.

4.4 The Vice President for University Advancement of the University will serve as the Executive Director of the Foundation pursuant to the bylaws of the Foundation and the direction of the Trustees.

5. USE OF UNIVERSITY PERSONNEL AND SPACE BY FOUNDATION

5.1 The University will provide personnel as necessary in the determination of the Vice President/Executive Director for the support of the Foundation's business activities.

5.2 The University will provide office space, equipment, and supplies as necessary in the determination of the Vice President/Executive Director for the Foundation to carry out its responsibilities.
5.3 The personnel services, office space, equipment, and supplies provided by the University under this agreement will be made without charge to the Foundation.

5.4 However, any conflict between University employees' fiduciary responsibilities to either the University or the Foundation will be resolved in favor of the University.

6. FOUNDATION INVESTMENTS AND RECORD-KEEPING

6.1 The University will hold, invest, and account for all funds belonging or entrusted to the Foundation in accordance with the Investment Policy Statement for the University's Endowed Funds as adopted by the Board of Regents, January, 1993. The SFA Foundation reserves the right to amend the allowable range and target allocation of its funds as stated on page 12 of the investment policy and to change the allocation of funds among individual investment managers. Periodic reports of Foundation accounts and investments shall be provided by the University not less than quarterly. The University shall retain responsibility for the reasonable and prudent management of Foundation funds as would any other trustee under Texas law in accordance with the investment guidelines of this contract, or unless otherwise stipulated in writing and agreed to between all parties.
6.2 The University and the Foundation shall have the right to audit the books and records of either party, concerning investments at any time.

6.3 The University and the Foundation shall share on a pro rata basis the annual fees and expenses associated with the management of the endowed funds.

7. **PAYMENT OF FUNDS TO THE UNIVERSITY**

7.1 Payments to the University from Foundation endowed accounts shall be made on a quarterly basis.

7.2 Payments to the University from Foundation nonendowed accounts shall be made on a quarterly basis.

7.3 Payments to the University of gifts for specific programs and/or projects made through the Foundation shall be made within thirty (30) days of receipt of the gift.

7.4 The Vice President for University Advancement/Executive Director shall coordinate all payment schedules with appropriate University officials.

8. **FUND RAISING EFFORTS OF FOUNDATION**

8.1 The coordination of the Foundation's fund raising efforts shall be through the Vice President for University Advancement/Executive Director reporting to the President of the University.
8. FUND RAISING EFFORTS OF FOUNDATION (continued)

8.2 The Foundation is authorized to raise funds for the University in three (3) broad areas:

Regular Gifts - those gifts which are solicited and received on a regular basis either restricted or unrestricted utilizing speculative techniques such as direct mail and telemarketing.

Special Gifts - those gifts which are solicited and received on an as-needed basis for specific items, programs and/or projects generally involving personal or formal approaches.

Ultimate Gifts - those large gifts capable of making major impacts upon the quality of teaching, research and service involving highly personal cultivation and solicitation approaches including estate planning vehicles.

8.3 The Office of University Advancement shall maintain all donor lists, files and gift records and will coordinate all donor recognition activities.

President
Stephen F. Austin State University

Chairman
Stephen F. Austin State University Foundation, Inc.