



Addendum to the University of Oklahoma (OU) Extended Campus Bulletin

In response to the State of Nevada Commission on Postsecondary Education SAA visit on November 22, 2010. In accordance with NAC 394.605(1) revisions have been made to the University of Oklahoma Extended Campus Bulletin resulting in a new effective date of September 2017-2019.

University of Oklahoma Faculty teaching at Nellis AFB

In accordance with NAC 394.605(2), the Site Director, Christin Meents, is the University of Oklahoma's Nellis Campus official. The University of Oklahoma fulfills its mission by assigning main-campus faculty to teach OU courses in order to provide consistency and excellence in each degree program. The vast majority of the faculty travel from Norman to teach the seminar portion of each class. In addition to the rigorous screening and selection process outlined in the [OU Faculty Handbook](#), all faculty must submit an employment application for and be appointed to Graduate Faculty status. Guest professors from other institutions who teach selected courses undergo an equally exacting selection process and must also be approved for Graduate Faculty appointment.

Graduate Faculty appointment requires that all faculty members be approved by the sponsoring department and the Graduate College. Any faculty member holding a tenure track or tenured appointment in any College awarding an undergraduate degree is eligible for membership on the Graduate Faculty. Special Member status will be assigned to persons whose participation in the graduate programs is recommended by their department(s) for a limited period or for a limited objective and whose appointment is approved by the Dean of the Graduate College. The President of the University, the Provost, all college deans, graduate department chairs/directors, and the University Libraries Dean will be *Ex Officio* Members of the Graduate Faculty.

There are no full-time faculty members based at any teaching site away from main campus. The respective academic departments determine which faculty members are assigned at each site.

Following is a list of the current Graduate Faculty for the Master of Human Relations degree.

- Dr. Thomas Balmer
- Dr. Marilyn Byrd
- Dr. Jeanette Davidson
- Dr. Timothy Davidson
- Dr. Trent Gabert
- Dr. Chad Johnson
- Dr. Marilyn Jones-Parker
- Dr. Jorge Mendoza
- Dr. Susan Nash
- Dr. Rodger Randle
- Dr. Jerome Weber
- Dr. Thomas Williams
- Dr. David Wright

Academic Calendar and Nellis AFB Office Hours

In accordance with NAC 394.605(3), following is the academic calendar for OU's Nellis campus and business hours of the Nellis office.

- Fall semester dates: September 1 – December 31
- Spring semester dates: January 3 – April 30
- Summer semester dates: May 1 – August 31

2019-2020 Holiday Schedule

- Martin Luther King, Jr. Day 2019 – January 21, 2019
- Memorial Day 2019 – May 27, 2019
- Independence Day 2019 – July 4, 2019
- Labor Day 2019 – September 2, 2019
- Thanksgiving 2019 – November 28, 29, 2019
- Winter Break 2019 – December 24, 25, 26*, 27*, 30, 31, 2019 and January 1, 2020
- Martin Luther King, Jr. Day 2020 – January 20, 2020

Registration Start Dates:

- Fall term: July 1
- Spring term: November 1
- Summer term: March 1

Admission to Candidacy Form (Due Dates to Department):

- Fall term: February 15
- Spring term: August 15
- Summer term: January 15

Graduation application Due Dates:

- Fall term: October 1
- Spring term: March 1
- Summer term: July 1

HR Deadlines for Internship and IDR Packets:

- Fall term: July 1
- Spring term: November 1
- Summer term: March 1

HR Comprehensive Exam Dates:

- Fall term: September 15- October 15
- Spring term: February 1 – March 1
- Summer term: First full week of June

Add/drop deadline:

30 days prior to each course

Business Hours of the Nellis campus office:

Monday - Thursday 7:30 a.m. - 4:00 p.m.

Space, Facilities and Equipment:

In accordance to NAC 394.605(9), following is information regarding the University of Oklahoma Nellis campus' available space, facilities and equipment. The OU Nellis classroom is #309 on the third floor of Building 20 ("Force Support Squadron" building) on Nellis Air Force Base. The building has both stairway and an elevator access. Fire exits are clearly marked. It has central air and heat. Men's and women's restrooms are on each floor. A vending machine is located on the third floor. The classroom has comfortable seating for 24-28 students. The classroom has many windows, and four can be opened for ventilation. Wireless internet for student use is available in the classroom. Faculty has access to a podium, computer, projector, DVD/VCR player, speakers, Internet, and white board. The classroom space and equipment is provided by the Air Force and is not the property of OU. The site director has a separate office from the classroom; it is #317 and is in the same building and on the same floor as the classroom. The office is equipped with computer, scanner, Internet, and telephone with answering machine. A second computer is also available for student use. All file cabinets containing student/sensitive files are locked according to FERPA standards. Office space is provided by the Air Force, but most office equipment is the property of OU. Internet service in both the classroom and office belongs to OU.

Licensure with the State of Nevada:

The University of Oklahoma at Nellis AFB under the College of Continuing Education holds a current license as a Private Postsecondary Educational Institution through the Commission of Postsecondary Education, State of Nevada. The current license was issued January 31st, 2018, for the term of March 1, 2018 – February 28, 2020. The license covers the following authorized programs: Master of Human Relations. Graduate Certificate in Human Relations: Human Resource Diversity and Development; Helping Skills in Human Relations.

Accreditation:

The University of Oklahoma is regionally accredited by the Higher Learning Commission. The highest level of college work offered is the doctoral degree. The address for the Higher Learning Commission is 30 North LaSalle Street, Suite 2400, Chicago, Illinois 60602-2504. Telephone: 1-800-621-7440. The University of Oklahoma was first accredited by the NCA in 1913 and has been accredited since that date. The University is accredited through 2022.

1. **In accordance with NAC 394.615 Agreement upon acceptance of enrollment in a degree-granting institution. ([NRS 394.411](#), [394.421](#), [394.441](#))** Students, upon acceptance of enrollment in the University of Oklahoma, Nellis campus, will receive a copy of an agreement signed by him/her or his/her guardian and by a representative of the University of Oklahoma. The agreement contains the following information:
 - a. The name of the institution, its address and telephone number.
 - b. The name of the student, his address and telephone number.
 - c. The degree for which he is enrolled, if enrolled for a degree.
 - d. The date the catalog under which the student enrolled is effective.
 - e. A statement printed in bold type that the person signing the agreement has received, read and understood the document and has received the catalog of the institution and understands that the catalog is part of the contract.
2. The tuition rate for the University of Oklahoma at Nellis AFB will be \$408.15 per credit hour, effective September 1, 2018.

The bulletin and this addendum, as required by the Nevada Commission on Postsecondary Education NAC 394.615(5), is a part of the contract between the University of Oklahoma, Nellis campus and the enrolling student.

Account for Student Indemnification:

In accordance with NRS 394.441 the University of Oklahoma is making students aware of the Account for Student Indemnification created in the Nevada State General Fund. Under NRS 394.553 if a student suffers damage due to any of the following reasons, the Account may be used to indemnify them.

- a) The discontinuation of operation of a postsecondary education institution licensed in the State of Nevada; or
- b) The violation by a postsecondary educational institution of any provision of NRS 394.383 to 394.560, inclusive, or the regulations adopted pursuant thereto.

Student Bulletin Receipt

The Nevada Commission on Postsecondary Education requires that the Catalog and/or Veterans Information Bulletin be issued to each student, upon acceptance of enrollment in the University of Oklahoma, Nellis campus. This form serves as "proof of issue" to document receipt by students and will be maintained in the student file.

The University of Oklahoma
4475 England Ave
99 FSS/FSDE
Building #20, Ste 317
Nellis AFB, NV 89191-6525
Phone: (702) 643-5354 E-mail: apnellis@ou.edu

Print Name: _____

Address: _____

Telephone: _____

Enrolled in (degree program): _____

Under Catalog Effective Date: _____

The undersigned, has received, read and understood this document and has received the catalog of the University of Oklahoma which contains the rules, regulations, and course completion requirements for the specific program in which I have been enrolled and understands that the catalog is part of the contract.

Signature: _____ Date: _____

Site Director: _____ Date: _____

The UNIVERSITY of OKLAHOMA in LAS VEGAS

Course Schedules

Fall 2018 Graduate Course Information

Prog	Site	Seminar Dates	Add/Drop	Course Number	Course Title	Instructor
HR	NL	9/17-23, 2018	8/19/18	HR 5093-104	Introduction to Graduate Studies in Human Relations	Byrd, Marilyn, Ph.D.
HR	NL	12/3-9, 2018	11/5/18	HR 5110-106	Leadership in Difficult Times	Nash, Susan, Ph.D.

Spring 2019 Graduate Course Information

Prog	Site	Seminar Dates	Add/Drop	Course Number	Course Title	Instructor
HR	NL	1/28-2/3, 2019	12/30, 2018	HR 5013-106	Current Problems in Human Relations	Randle, Rodger, J.D.
HR	NL	3/11-17, 2019	2/10, 2019	HR 5403-107	Psychosocial Development	Jones-Parker, Marilyn, Ph.D.

Summer 2019 Graduate Course Information

Prog	Site	Seminar Dates	Add/Drop	Course Number	Course Title	Instructor
HR	NL	5/13-19, 2019	4/14, 2019	HR 5003-111	Theoretical Foundations in Human Relations	Davidson, Timothy, Ph.D.
HR	NL	7/15-21, 2019	6/16, 2019	HR 5623-102	Post Traumatic Stress Disorder	Balmer, Thomas, Ph.D.