

# **MINUTES**

of the

**BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES**

for the

December 6, 2019

Regular Board Meeting

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FOR THE MINUTES OF THE MEETING OF THE BOARD OF REGENTS FOR THE  
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

December 6, 2019

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**MINUTES OF THE MEETING OF THE BOARD OF REGENTS**  
**FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES**  
**DECEMBER 6, 2019**

*Notice of this meeting was filed with the Oklahoma Secretary of State on September 13, 2018.*

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Multipurpose Room, 142 School of Physical Therapy, Langston University, Langston, Oklahoma, on December 6, 2019.

Board members present: Mr. Tucker Link, Chairman; Mr. Rick Davis, Vice Chairman; Mr. Calvin Anthony; Mrs. Blayne Arthur; Mr. Douglas Burns; Mr. Jarold Callahan; Mr. Joe Hall; Dr. Trudy Milner; and Mrs. Lou Watkins.

Absent: None.

Others present: Mr. Jason Ramsey, Chief Executive Officer; Ms. Jessica Russell, Director of Public Policy; Mr. Steve Stephens, General Counsel; Ms. Michelle Finley, Chief Audit Executive; Ms. Kyla Eldridge, Executive Administrative Associate; and Ms. Nicole Nixon, Administrative Assistant.

After the Chief Executive Officer announced a quorum was present and affirmed that all documents had been filed, the meeting was called to order at approximately 10:07 a.m.

**I. BOARD OF REGENTS' BUSINESS**

**A. Approval of Order of Business**

(The Order of Business and Agenda are collectively identified as Attachment A and attached to this portion of the minutes.)

Regent Anthony moved and Regent Burns seconded to approve the Order of Business as presented.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, and Watkins. No: None. Abstentions: None. Absent: Milner.  
The motion carried.

**B. Approval of Regular Minutes**

Regent Hall moved and Regent Anthony seconded to approve the minutes of the October 25, 2019, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, and Watkins. No: None. Abstentions: None. Absent: Milner.  
The motion carried.

C. Announcement of Next Board Meeting

Chairman Link announced that the next Board meeting will be held on January 24, 2020, in the State Room of the Hospitality Services Building at the OSU Institute of Technology-Okmulgee in Okmulgee, Oklahoma.

D. Approval of Future Board Meeting

Regent Anthony moved and Regent Hall seconded to approve the meeting scheduled for March 6, 2020, in the Council Room, 412 Student Union at Oklahoma State University in Stillwater, Oklahoma.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, and Watkins. No: None. Abstentions: None. Absent: Milner.  
The motion carried.

Regent Link recognized State of Oklahoma Representative Mark McBride for being in attendance at the meeting and thanked him for being present.

MEETING OF THE A & M BOARD OF REGENTS

**December 6, 2019**

Multipurpose Room  
142 School of Physical Therapy  
Langston University  
Langston, Oklahoma

**ORDER OF BUSINESS**

REGULAR MEETING OF THE BOARD OF REGENTS  
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

Secretary of State meeting notice was filed on September 13, 2018.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of October 25, 2019

**DATES OF NEXT REGULAR MEETINGS**

For **Information** Purposes Only:

January 24, 2020 -- State Room, Hospitality Services Building,  
OSU Institute of Technology-Okmulgee, Okmulgee, Oklahoma

For **Consideration** of Approval:

March 6, 2020 -- Council Room, 412 Student Union,  
Oklahoma State University, Stillwater, Oklahoma

**BUSINESS WITH COLLEGES AND UNIVERSITIES**

- |  |                              |
|--|------------------------------|
| 1. Oklahoma Panhandle State University | 4. Oklahoma State University |
| 2. Northeastern Oklahoma A&M College   | 5. Langston University       |
| 3. Connors State College               |                              |

**PUBLIC COMMENTS**

**COMMITTEE REPORTS**

Academic Affairs, Policy and Personnel Committee  
Audit, Risk Management and Compliance Review Committee  
Fiscal Affairs and Plant Facilities Committee  
Planning and Budgets Committee  
Regents' Steering Committee Re: NEO Presidential Search Committee

**OTHER BUSINESS OF THE BOARD OF REGENTS**

Reports or recommendations by the Chief Executive Officer

- a. General Business
- b. General Counsel
- c. Chief Audit Executive



**AGENDA**  
**OSU/A&M Board of Regents**  
**Regular Board Meeting**

**December 6, 2019 – 10:00 a.m.**

**Multipurpose Room**  
**142 School of Physical Therapy**  
**Langston University**  
**Langston, Oklahoma**

*Notice of this meeting was filed with the Secretary of State on September 13, 2018. At the time this agenda is posted, detailed institutional agendas are available in the Office of the Board of Regents for review.*

**I. BOARD OF REGENTS' BUSINESS**

- A. Approval of Order of Business
- B. Approval of minutes of Regular Board Meeting held October 25, 2019
- C. Announcement of next Regular Board Meeting to be held on January 24, 2020, in the State Room, Hospitality Services Building, OSU Institute of Technology-Okmulgee, Okmulgee, Oklahoma
- D. Approval of Regular Board Meeting to be held on March 6, 2020, in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma

**II. OKLAHOMA PANHANDLE STATE UNIVERSITY**

- A. General Information/Reports Requiring No Action by the Board
  - 1. Remarks by President Faltyn
  - 2. Panhandle Magazine
- B. Resolutions

*None*
- C. Policy and Operational Procedures

*None*

D. Personnel Actions

RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

1. Personnel actions for approval and personnel items for informational purposes only

E. Instructional Programs

1. Request for approval of Academic Program Review Reports

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

*None*

G. Other Business and Financial Matters

*None*

H. Contractual Agreements (other than construction and renovation)

*None*

I. New Construction or Renovation of Facilities

1. Request to select contractor(s) for roof replacement and restoration of interior damage on buildings

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

*None*

K. Student Services/Activities

*None*

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. October 2019 Out of State Travel

**III. NORTHEASTERN OKLAHOMA A&M COLLEGE**

A. General Information/Reports Requiring No Action by the Board

1. Remarks by Interim President Rasor
  - a. Highlights of NEO Update newsletter
  - b. Social Media Report

B. Resolutions

1. Request to adopt Memorial Resolution for Mr. Ray Judkins

C. Policy and Operational Procedures

*None*

D. Personnel Actions

RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

*None*

E. Instructional Programs

1. Request for new certificate programs and program modifications

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

*None*

G. Other Business and Financial Matters

1. Request to initiate a campaign to renovate and name the Norsemen Football Locker Room

H. Contractual Agreements (other than construction and renovation)

*None*

I. New Construction or Renovation of Facilities

*None*

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

*None*

K. Student Services/Activities

*None*

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Out-of-state travel summary for October 2019
2. Academic Calendar 2020-2021
3. OSRHE FTE Employee Report for fiscal quarter September 30, 2019

**IV. CONNORS STATE COLLEGE**

A. General Information/Reports Requiring No Action by the Board

1. Remarks by President Ramming
2. Connection

B. Resolutions

*None*

C. Policy and Operational Procedures

*None*

D. Personnel Actions

RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

1. Personnel actions for approval

E. Instructional Programs

1. Request for approval of off-campus offerings Spring 2020
2. Request for approval of Academic Program Review Reports
3. Request for approval of program modifications

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

*None*

G. Other Business and Financial Matters

*None*

H. Contractual Agreements (other than construction and renovation)

1. Request to develop a clinical affiliation agreement with McAlester Regional Hospital for FY 2020

I. New Construction or Renovation of Facilities

*None*

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

*None*

K. Student Services/Activities

*None*

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Out-of-state travel summary for October 2019
2. 2019 CSC Annual Security and Fire Safety Report

**V. OKLAHOMA STATE UNIVERSITY**

A. General Information/Reports Requiring No Action by the Board

1. Remarks by President Hargis

B. Resolutions

1. Memorial Resolutions for:

- a. Hansell "Jack" Allison
- b. Frances Stromberg

C. Policy and Operational Procedures

- 1. Request for approval of the OSU College of Osteopathic Medicine Mission/Vision Statement

D. Personnel Actions

RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.

- 1. Personnel actions for approval

E. Instructional Programs

- 1. Approval is requested for curricular changes including new degrees, program modifications, etc.

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

*None*

G. Other Business and Financial Matters

- 1. Request for approval of peace officer actions
  - a. Commission Bunnie Jesse
  - b. Decommission Paul Lloyd
- 2. Request for approval of actions required for the financing of potential capital projects
  - a. Select financing team members and award contracts for bond issuance
  - b. Purchase items in accordance with OSU Purchasing policies and procedures
- 3. Request for approval to reject bids on oil and gas lease sales

H. Contractual Agreements (other than construction and renovation)

- 1. Request for approval of changes to OSU and OSU/A&M Retirement Plans
- 2. Request for approval to enter into an agreement with the City of Tulsa to govern police services for the OSU-Tulsa campus

I. New Construction or Renovation of Facilities

- 1. Request for approval to select an architectural firm to assist the University with the design and construction of a Transportation Operation and Maintenance Facility

2. Request for approval to select a construction management firm to assist the University with the design and construction of a Transportation Operation and Maintenance Facility
  3. Request for approval to select a contracting firm to assist the University with the design and construction of an outdoor classroom at the Doel Reed Center for the Arts in Taos, New Mexico
  4. Request for ratification of interim approval for increase of funds for Engineering South renovation
- J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)
1. Sole source & special request
  2. Revolving & appropriated funds
  3. Plant Funds
- K. Student Services/Activities
- None*
- L. New Business Unforeseen at Time Agenda was Posted
- M. Other Informational Matters Not Requiring Action of the Board
1. Naming agreements for interior spaces

## **VI. LANGSTON UNIVERSITY**

- A. General Information/Reports Requiring No Action by the Board
1. Remarks by President Smith
- B. Resolutions
- None*
- C. Policy and Operational Procedures
- None*
- D. Personnel Actions
- RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
1. Personnel actions for approval
- E. Instructional Programs
- None*

F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)

1. Request to accept "Langston University Childcare Access Means Parents in School (CCAMPIS) Project" grant and to expend grant funds according to grant guidelines

G. Other Business and Financial Matters

1. Peace officer actions
  - a. Decommission Mark Morgan and Derek Poole

H. Contractual Agreements (other than construction and renovation)

*None*

I. New Construction or Renovation of Facilities

1. Request to increase the amount allocated for the Horticulture Facility
2. Request to begin the selection process for an architectural firm to assist with the design and construction of an Agriculture Biotechnology Facility
3. Request to begin the selection process for a construction manager at risk to assist with the design and construction of an Agriculture Biotechnology Facility

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

1. Request for approval of purchasing request for continuous storage of equipment and furniture

K. Student Services/Activities

*None*

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Langston University Livestock Inventory for May 2019 through October 2019
2. Langston University Academic Calendar 2020-2021

**VII. PUBLIC COMMENTS**

In accordance with Board Policy 1.17, time will be provided for individuals to appear before the Board in order to provide comments on issues directly affecting institutions governed by the Board.

*None*

**VIII. COMMITTEE REPORTS**

Consider other possible actions based upon reports or recommendations by various Committees of the Board of Regents.

A. Academic Affairs, Policy and Personnel Committee

*(All business discussed by this Committee was presented during the business of OSU and NEO.)*

B. Audit, Risk Management and Compliance Review Committee

1. Consideration of information and a possible recommendation regarding FY 2019 audits for Northeastern Oklahoma A&M College, Connors State College, Oklahoma Panhandle State University, and Oklahoma State University.

C. Fiscal Affairs and Plant Facilities Committee

*(All business discussed by this Committee was presented during the business of OPSU, OSU, and LU.)*

D. Planning and Budgets Committee

E. Regents' Steering Committee re: NEO A&M College Presidential Selection Process

**IX. OTHER BOARD OF REGENTS' BUSINESS**

A. General Information/Reports Requiring No Action by the Board

*None*

B. Resolutions

*None*

C. Policy and Operational Procedures

*None*

D. Personnel Actions

RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents. Personnel actions are listed in the attached document.

1. Personnel actions for approval and personnel item for informational purposes

E. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)

*None*

F. Other Business Matters Requiring Action of the Board

*None*

G. Reports/Comments/Recommendations by Chief Executive Officer

H. Reports/Comments/Recommendations by General Counsel

I. Reports/Comments/Recommendations by Chief Audit Executive

J. New Business Unforeseen at Time Agenda was Posted

K. Other Informational Matters Not Requiring Action of the Board

*None*

L. Meeting adjournment

### **III. OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA**

President Tim Faltyn and members of the Oklahoma Panhandle State University (OPSU) administration appeared before the Board of Regents to present the business of OPSU and review the Agenda for members of the Board. (The OPSU Agenda is attached to this portion of the minutes).

President Faltyn announced the Collegiate Shooting Sports Facility is complete. There will be a soft opening in January, 2020, with a grand opening on May 4, 2020. He invited all Regents to attend if they are able. He also highlighted various information contained in the *Panhandle Magazine*.

President Faltyn then played a video which he said Dr. Ryan Blanton, Vice President of Outreach, put together showcasing OPSU's Pathways Program, which is the University's partnership with CareerTech.

#### **D-1 Approval of personnel actions**

Regent Davis moved and Regent Anthony seconded to approve Item D-1 as presented in the OPSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

#### **E-1 Approval of Academic Program Review Reports**

Regent Burns moved and Regent Callahan seconded to approve Item E-1 as presented in the OPSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

#### **I-1 Approval to select contractor(s) for roof replacement and restoration of interior damage on buildings**

President Faltyn said this item was heard by members of the Fiscal Affairs and Plant Facilities Committee during its meeting earlier today.

Regent Milner said the Committee met with the OPSU administration regarding this item and acted to recommend Board approval of the administration's request.

Regent Milner moved and Regent Davis seconded to approve Item I-1 as presented in the OPSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

The business of Oklahoma Panhandle State University being concluded, President Faltyn and members of the OPSU administration were excused from the meeting.



OKLAHOMA PANHANDLE STATE UNIVERSITY

Goodwell, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges

December 6, 2019

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with purchases to be coordinated through the Chief Procurement Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

**A - GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD**

1. Remarks by President Faltyn
2. Panhandle Magazine

**B – RESOLUTIONS**

None

**C - POLICY AND OPERATIONAL PROCEDURES**

None

**D - PERSONNEL ACTIONS**

1. Board approval is requested for personnel actions including appointments, changes in salary, changes in title or rate, personnel leaves, etc. (*Reference Document D-1*)

**E - INSTRUCTIONAL PROGRAMS**

1. Board approval is requested for the following Academic Program Review Reports. Academic Programs reviewed are listed below:  
(*Reference Document E-1*)

Degree

Agronomy (BS)

Biology (BS)

English (BA)

Music (BM)

Social Studies (BA)

Technology (AAS)

Technology (BT)

Vocational Agricultural Education (BS)

**F - BUDGETARY ACTIONS**

None

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

None

**H - CONTRACTUAL AGREEMENTS (other than construction and renovation)**

None

**I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES**

1. Board Approval is requested for Oklahoma Panhandle State University to work within board policies with the board procurement office to select a contractor or contractors for the purchase of labor, materials, equipment and services for roof replacement and restoration of interior damage on buildings that were damaged by the May 2019 hail storm. This is a long-term project, encompassing over 100 structures and is expected to take 36 to 48 months to complete all required work. The expected repair costs are estimated to be in excess of \$4,570,000. The final out-of-pocket cost to Oklahoma Panhandle State University for this project is anticipated to be a \$50,000 deductible after reimbursement from the insurance carrier. *(Reference Document I-1)*

**J - PURCHASE REQUESTS**

None

**K - STUDENT SERVICES/ACTIVITIES**

None

**L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED**

None

**M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**

1. October 2019 Out of State Travel *(Reference Document M-1)*

<b>Name</b>	<b>Action</b>	<b>Effective Date</b>	<b>Salary/Rate</b>
Chyanna Black	Director of Alumni Relations	12-14-19	\$35,000

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>	<b>Service Time</b>
Shelby Bartley	Interim Head Volleyball Coach	Resigned	11-21-2019	1.5 Years

<p align="center"><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (002) Agronomy BS</b>  <b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of Agronomy follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:  1) Students effectively communicate information verbally in various settings  2) Students be able to write effectively for a variety of audiences  Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:  1) Students demonstrate an understanding of scientific principles  2) Students be able to properly apply problem solving skills in a variety of scenarios  Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:  1) Students demonstrate an understanding of how ruminant animal production on grazing lands can help alleviate food shortages in diverse countries and cultures  2) Students demonstrate an understanding of how agronomy is responsible for increasing food production to meet the demand of a world’s growing population in diverse countries and cultures.</p>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were met in all student-learning objectives at the time of the Program Review.  Student evaluations were used to inspire the changes of test revision, emphasis of subjects in courses, and refinement and development of lecture topics.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity of the program to meet needs and expectations of constituencies is met through the emphasis of food security and technological and scientific procedures used to increase food production.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 8.25 average over past 4 years  Number of Majors: 18 average over past 4 years</p>

Other Quantitative Measures	Number of Courses for Major: 21 Student Credit Hours in Major: 69 2014/2015 Direct Instructional Costs: \$60,397 2015/2016 Direct Instructional Costs: \$66,024 2016/2017 Direct Instructional Costs: \$63,711 2017/2018 Direct Instructional Costs: \$65,691 2018/2019 Direct Instructional Costs: \$103,898 Supporting Credit Hour Production: 37 Number of FTE faculty in specialized courses: 2						
	Faculty Member	Credential	Institution				
	Curtis Bensch	PhD	Kansas State University				
	Nels Peterson	PhD	North Dakota State University				
	Joshua Peterson	MS	North Dakota State University				
	The Bachelor in Agronomy is a program in demand due to high graduate placement and more jobs unfilled than graduates. There is no comparable university offering a similar program within a reasonable distance.						
	Effective Use of Resources		2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
		Cost to operate program per student credit hour	\$248.75	\$259.55	\$256.20	\$273.99	\$297.61
		Faculty student ratio	1:6.33	1:6.67	1:6	1:6.42	1:9.17
	Strengths and Weaknesses	The strengths of the program include highly qualified and professional agronomist graduates who place in successful seed, fertilizer, pesticide, and consulting companies as well as the Natural Resources Conservation Service. Weaknesses of the program include low enrollment and concomitant lower numbers of full time faculty.					
Recommendations	Maintain program at the current level, expand student enrollment to justify additional faculty.						

<p><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (004) Biology BS</b>  <b>Options: Academic, Natural Sciences</b>  <b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of Biology follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:  1) Students present information to various audiences  2) Students will construct lab reports  Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:  1) Students apply scientific principles  2) Students will solve statistical calculations related to biology and biological research  Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:  1) Students recognize how to apply biological principles to current events</p>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were exceeded in all student-learning objectives at the time of the Program Review.  Student evaluations were used to inspire the changes of courses on a day-to-day basis using exit surveys and discussions with program graduates.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity of the program to meet needs and expectations of constituencies is met through student, faculty, and administrator aspirations and expectations, monitoring changes in trends for biological and healthcare research, and constant technological and educational emphases on trends and aspirations of students.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 23 average over past 4 years  Number of Majors: 84.25 average over past 4 years</p>

Other Quantitative Measures	Number of Courses for Major: 12-16				
	Student Credit Hours in Major: 52-60				
	2014/2015 Direct Instructional Costs: \$238,440				
	2015/2016 Direct Instructional Costs: \$222,041				
	2016/2017 Direct Instructional Costs: \$219,435				
	2017/2018 Direct Instructional Costs: \$226,242				
	2018/2019 Direct Instructional Costs: \$151,349				
	Supporting Credit Hour Production: 25				
	Number of FTE faculty in specialized courses: 3				
	Transferred to other university for future degree: 28 known over last 4 years				
	Faculty Member	Credential	Institution		
	Justin K. Collins	PhD	Oklahoma State University		
	Serafin Tenoch Ramon	MS	West Texas A&M University		
	David Ferrell	PhD	Florida State University		
Duplication and Demand	The Bachelor in Biology is a program in demand due to healthcare needs in the area. Duplication of this program is seen in all universities in the area, but due to general education requirements and continued high demand the program is vital to the mission of the university.				
Effective Use of Resources		2014/2015	2015/2016	2016/2017	2017/2018
	Cost to operate program per student credit hour	\$248.75	\$259.55	\$266.74	\$274.21
	Faculty student ratio	1:14.88	1:11.25	1:13.72	1:13.67
Strengths and Weaknesses	Strengths of the program include small class sizes, sufficient benchtop and storage space in labs, the availability of equipment, teaching facilities and instructing technology, and the strong rapport between students and instructors. Weaknesses include recurring costs associated with the replenishment of current laboratory materials, technologies, specimens, and instructional materials as well as a lack of teaching assistants for large introductory courses.				
Recommendations	Maintain program at the current level, expand student enrollment to justify additional faculty.				

<p><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (010) English BA</b>  <b>List Any Options: None</b>  <b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of English follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:  1) Students will author writing assignments using the appropriate contextual grammar.  2) Students will consistently support premises with appropriate evidence.  Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:  1) Students will apply critical thinking skills in the analysis of literature.  Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:  1) Students will investigate using valid research practices to develop their own conclusions.</p>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were not met in all student-learning objectives at the time of the Program Review. These benchmarks and objectives had recently been revised and no official assessment has yet been completed.  Student evaluations were used to inspire the changes of freshman level courses to give students a better and more well-rounded education in composition and offering a greater variety of courses that meet student needs and interests.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity of the program to meet needs and expectations of constituencies is met through a focus on diverse texts and analysis styles.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 2.75 average over past 4 years  Number of Majors: 8.75 average over past 4 years</p>

Other Quantitative Measures	Number of Courses for Major: 14 Student Credit Hours in Major: 45 2014/2015 Direct Instructional Costs: \$389,325 2015/2016 Direct Instructional Costs: \$386,366 2016/2017 Direct Instructional Costs: \$380,774 2017/2018 Direct Instructional Costs: \$374,778 2018/2019 Direct Instructional Costs: \$252,535 Supporting Credit Hour Production: 3 Number of FTE faculty in specialized courses: 4 Students employed: 8 known over the last 4 years					
	Faculty Member		Credential		Institution	
	Sara Jane Richter		PhD		Oklahoma State University	
	Carl Sell		MA		Indiana University of Pennsylvania	
	Shelley Wisener		MA		Texas Tech University	
	Jorge Aznar		BA		Oklahoma Panhandle State University	
	Marcus Mallard		MA		University of Central Oklahoma	
	Marisa Evans		MA		Southern New Hampshire University	
	Kevin Caliendo		PhD		University of Loyola Chicago	
	Duplication and Demand	The Bachelor in English is a program in demand due to a shortage in English teachers in public schools for Texas and Oklahoma, especially in rural areas such as ours. Duplication of this program is seen in all universities in the area, but due to general education requirements and continued demand for English educators the program is vital to the mission of the university.				
Effective Use of Resources		2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
	Cost to operate program per student credit hour	\$248.75	\$259.55	\$270.17	\$267.18	\$270.95
	Faculty student ratio	1:2.13	1:1.67	1:2.17	1:0.88	1:3.5
Strengths and Weaknesses	Strengths of the program include strong employment numbers, technological usage, and wide knowledge base of faculty. Weaknesses include low number of enrollment in program, large class sized in introductory courses, and faculty teaching overload hours.					
Recommendations	Maintain with a focus on increasing majors through exploring additional options for the plan of study including education and communications.					

<p><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (057) Music BM</b>  <b>List Any Options:</b> General Music, Music Pedagogy, Vocal Performance, Music Education, Instrumental Performance  <b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of Music follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:</p> <ol style="list-style-type: none"> <li>1) Demonstrate competence in the analysis of written and recorded/performed music.</li> <li>2) Demonstrate well-developed musical ability in a specific performance area (vocal or instrumental).</li> <li>3) Demonstrate a level of musicianship sufficient to teach music or lead others in music making.</li> </ol> <p>Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:</p> <ol style="list-style-type: none"> <li>1) Demonstrate competence in the analysis of written and recorded/performed music.</li> <li>2) Demonstrate a level of musicianship sufficient to teach music or lead others in music making.</li> </ol> <p>Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:</p> <ol style="list-style-type: none"> <li>1) Demonstrate a level of musicianship sufficient to teach music or lead others in music making.</li> </ol>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were not met in all student-learning objectives at the time of the Program Review. These benchmarks and objectives have few students being evaluated over the past four years, making valid analysis impossible.  Student evaluations were used to inspire the changes of becoming more explicit in requirements for performance classes and a reduction in the amount of homework required for music theory courses.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity of the program to meet needs and expectations of constituencies is met through the balance of traditional musical training with needs of the community by being involved in community performances and the preparation of local public school students for performance.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 0.25 average over past 4 years  Number of Majors: 6 average over past 4 years</p>

Other Quantitative Measures	Number of Courses for Major: 34-55					
	Student Credit Hours in Major: 54-90					
	2014/2015 Direct Instructional Costs: \$173,340					
	2015/2016 Direct Instructional Costs: \$176,965					
	2016/2017 Direct Instructional Costs: \$177,572					
	2017/2018 Direct Instructional Costs: \$172,395					
	2018/2019 Direct Instructional Costs: \$190,128					
	Supporting Credit Hour Production: 0					
	Number of FTE faculty in specialized courses: 3					
		Faculty Member	Credential	Institution		
	M. Dee Wilkins	DA	University of Northern Colorado			
	Charla Lewis	MME	Emporia State University			
	Lucy Tan	DMA	University of Colorado Boulder			
	David Jenkins	MS	Oklahoma State University			
Duplication and Demand	The Bachelor in Music is a program is desirable by local public schools who have a need for competent music teachers. There are other comparable universities offering a similar program outside of the Oklahoma panhandle. However, our program is unique in its focus on music education in rural areas.					
Effective Use of Resources		2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
	Cost to operate program per student credit hour	\$248.75	\$259.55	\$260.90	\$253.44	\$296.98
	Faculty/ student ratio	1:1.83	1:1.67	1:2.17	1:0.88	1:3.5
Strengths and Weaknesses	Strengths of the program include small teacher to student ratios with one-to-one feedback. Weaknesses include low number of enrollment, limited faculty, and limited technology for music production.					
Recommendations	Evaluate student impact of suspending the program and refocusing the degree as an option within the education department.					

<p><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (022) Social Studies BA</b>  <b>List Any Options: Academic, Political Science, Sociology</b>  <b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of Social Studies follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:  1) Develop skills in verbal expression applicable to the social science disciplines.  2) Develop skills in written expression applicable to the social science disciplines.  Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:  1) Develop skills in reading comprehension and critical thinking applicable to the social science disciplines.  Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:  1) Be able to discharge their responsibilities as citizens in a responsible manner.  2) Develop an understanding of their own culture and of the cultures of other peoples, in their own communities and in other nations.  3) Exhibit an understanding of the development of their own culture and of other cultures over time.</p>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were met in all student-learning objectives at the time of the Program Review. These benchmarks and objectives were recently revised to better match the program needs and more data is needed for further analysis of objectives.  Student evaluations were used to inspire the changes of altering variety of course content delivery and giving more varied types of assignments.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity of the social studies program to meet needs and expectations of constituencies is that it is an open degree which allows multiple avenues post-graduation for students.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 1.25 average over past 4 years  Number of Majors: 7.13 average over past 4 years</p>

Other Quantitative Measures	Number of Courses for Major: 15 Student Credit Hours in Major: 45 2014/2015 Direct Instructional Costs: \$115,880 2015/2016 Direct Instructional Costs: \$111,701 2016/2017 Direct Instructional Costs: \$97,589 2017/2018 Direct Instructional Costs: \$103,998 2018/2019 Direct Instructional Costs: \$116,048 Supporting Credit Hour Production: 9 Number of FTE faculty in specialized courses: 4 Students known to be employed: 1 over past 4 years						
	Faculty Member		Credential		Institution		
	Brad Duren		PhD		Oklahoma State University		
	Patrick H. Maille		PhD		Texas Tech University		
	Richard D. Harland		PhD		University of Oklahoma Health Science Center		
	Tyler Stephens		MA		University of Denver Professional School of Psychology		
	The Bachelor in Social Studies stands to be program which could grow in demand with consideration of better gearing the program to serve the students, university, and needs of the area. There is no comparable university offering a similar program within the state of Oklahoma.						
	Effective Use of Resources		2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
		Cost to operate program per student credit hour	\$248.75	\$259.55	\$276.68	\$276.01	\$302.99
		Faculty student ratio	1:3	1:1.5	1:3.92	1:4	1:2
Strengths and Weaknesses	Strengths of the program include small class sizes with a low instructor to student ratio, three degree emphases that allow students to tailor their program in ways that best suit their needs, and qualified and accessibly faculty who are active researchers and presenters in their fields. Weaknesses include low number of enrollment, poor core course coordination, high faculty turnover, and an increasing reliance on adjunct instruction.						
Recommendations	Evaluate student impact of suspending the program and refocusing the degree as options within subject area parent degrees and focus on increasing student demand.						

<p><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (059) Technology AAS</b>  <b>List Any Options:</b> Drafting and Industrial Technology, Fire Protection, Industrial Technology, Metal Technology, Technology, Emergency Medical Services  <b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of Technology follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:  1) Students will be able to create basic technical drafting drawings (CAD).  Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:  1) Students will apply the fundamental skills in the use of hand and machine tools.  Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:  1) Students will demonstrate an understanding of safe welding environments and hazard avoidance</p>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were met in the 2018-2019 academic year in all student-learning objectives at the time of the Program Review. These benchmarks and objectives were recently revised to better match the program needs and more data is needed for further analysis.  Student evaluations are used by faculty regularly to make changes to assure students are getting the education required to become licensed.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity to expand in partnership with other technology programs to meet needs and expectations of constituencies through the statewide articulation agreement with Career Technology Centers.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 3.25 average over past 4 years  Number of Majors: 12.75 average over past 4 years</p>

Other Quantitative Measures	Number of Courses for Major: 10-16 Student Credit Hours in Major: 39-45 2014/2015 - 2018/2019 Direct Instructional Costs: covered by other programs Supporting Credit Hour Production: 13 Number of FTE faculty in specialized courses: 2 Students known to be employed: 2 over past 4 years Students known to be licensed: 1 known over past 4 years					
	Faculty Member	Credential	Institution			
	Matt Carter	MEd	Texas Tech University			
	Jon Olsen	BIND	Oklahoma Panhandle State University			
	Hue R. Helms	BIND	Oklahoma Panhandle State University			
Duplication and Demand	The Bachelor in Technology program demand has been rising with enrollment increase over the last two years and a new partnership with technical education programs in the area. There is no comparable university offering a similar program within the state of Oklahoma.					
Effective Use of Resources		2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
	Cost to operate program per student credit hour	\$261.75	\$272.55	\$273.62	\$278.32	\$303.54
	Faculty student ratio	1:6.5	1:5.84	1:6.75	1:4.5	1:5.5
Strengths and Weaknesses	Strengths of the program include alignment of electricity and welding courses with The National Center for Construction Education and Research (NCCER), ability of students to become NCCER certified in electricity and welding, small instructor to student ratio, and use of metal and woodworking labs outside of class time. Weaknesses include aging and crowded equipment.					
Recommendations	The program needs to be reorganized, current options in Emergency Medical Services and Fire Technology need to be modified and moved into standalone degree programs.					

<p><b>Institution Name: Oklahoma Panhandle State University</b>  <b>Program Name and State Regents Code: (028) Technology BTEC</b>  <b>Date of Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b>  The program of Technology follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b>  Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages  Student Learning Objectives:  1) Students will be able to create basic technical drafting drawings (CAD).  Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information  Student Learning Objectives:  1) Students will apply the fundamental skills in the use of hand and machine tools.  Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community  Student Learning Objectives:  2) 1) No plan currently in place. Will be set in Fall 2019 after major program restructuring.</p>	
<p><b>Quality Indicators</b></p>	<p>Student benchmarks were unmeasured in all student-learning objectives at the time of the Program Review. These benchmarks and objectives have been revised to better match the program needs.  Student evaluations are used by faculty regularly to make changes to assure students are getting the education required to become licensed.  Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.  The capacity to expand in partnership with other technology programs to meet needs and expectations of constituencies through the statewide articulation agreement with Career Technology Centers.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 2.75 average over past 4 years  Number of Majors: 9.13 average over past 4 years</p>



<p><b>Institution Name: Oklahoma Panhandle State University</b></p> <p><b>Program Name and State Regents Code: (035) Vocational Agricultural Education</b></p> <p><b>Date of Peer Review: 11/8/2019 Recommended Date of Next Review: 2024</b></p>	
<p><b>Centrality to Institutional Mission:</b></p> <p>The program of Vocational Agriculture Education follows the Oklahoma Panhandle State University mission of “Rooted in “Progress through Knowledge,” OPSU is committed to promoting excellence in the preparation of students for success in a global community.” This is done through its goals, which align to the primary points of “progress through knowledge in a global community” with a focus on oral and written communication, analytical and quantitative reasoning, and social responsibility and cultural awareness.</p>	
<p><b>Program Objectives and Goals:</b></p> <p>Goal 1: Oral and Written Communication: Communicate effectively using written, oral, and symbolic languages</p> <p>Student Learning Objectives:</p> <ol style="list-style-type: none"> <li>1) Students will be able to demonstrate an ability to communicate effectively in a professional written form.</li> <li>2) Students will be demonstrate the ability to plan a unit of instruction.</li> </ol> <p>Goal 2: Analytical and Quantitative Reasoning: Read and think critically by analyzing, assimilating, and applying information</p> <p>Student Learning Objectives:</p> <ol style="list-style-type: none"> <li>1) Agricultural education majors will indicate proficiency in content coursework necessary to become teachers of high school agriculture curriculum.</li> <li>2) Oklahoma Subject Area Test (OSAT) scores will be used to determine content knowledge of Agricultural Education majors by the OSAT exam.</li> </ol> <p>Goal 3: Social Responsibility and Cultural Awareness: Be an aware and active participant in the global, dynamic community</p> <p>Student Learning Objectives:</p> <ol style="list-style-type: none"> <li>1) Students will demonstrate knowledge in diversity and human development.</li> </ol>	
<p><b>Quality Indicators Such As:</b></p>	<p>Student benchmarks were met in all student-learning objectives at the time of the Program Review. These benchmarks and objectives have been revised to encourage program growth.</p> <p>Student evaluations are used by faculty regularly to make changes to assure students are getting the education required to be effective educators of agriculture.</p> <p>Learning environments for the student are becoming more effective. Faculty in the department participated in a campus wide evaluation of the learning management system; the digital learning space of D2L was reevaluated Summer 2018 and found to still be a great fit for our students and their learning.</p> <p>The capacity of the vocational agricultural education program to meet needs and expectations of constituencies is found in that there is an annual shortage of qualified agricultural education instructors in the public schools that is alleviated through graduates from this program.</p>
<p><b>Productivity for Most Recent 5 Years</b></p>	<p>Number of Degrees: 2.75 average over past 4 years</p> <p>Number of Majors: 15 average over past 4 years</p>



## LOSS DETAIL WORKSHEET

### State of Oklahoma

	<u>As Presented/RCV</u>	<u>As Reviewed/ACV</u>
<b><u>Oklahoma Panhandle State University</u></b>		
No Mans Land Museum	\$121,250.80	\$72,750.48
Oscar Williams Fieldhouse	\$645,830.29	\$387,498.17
Marvin McKee Library	\$163,148.74	\$106,046.68
North Hall	\$3,169.47	\$2,218.63
Hesper Hall	\$87,214.24	\$63,666.40
Hefley	\$3,835.58	\$2,799.97
Carter	\$6,274.35	\$4,580.28
Holter	\$350,433.44	\$255,816.41
Student Union & Café	\$408,236.80	\$298,012.86
Physical/Maint/Chill Wtr	\$120,642.12	\$88,068.75
Hamilton Hall	\$210,493.23	\$157,869.92
Haynes Power Plant	\$36,677.74	\$27,508.30
Sewell Loofbourrow	\$148,446.37	\$111,334.78
Hughes-Strong	\$131,909.55	\$98,932.16
Metal Shop	\$101,756.43	\$62,071.42
Franklin Hall	\$14,170.95	\$9,211.12
409-430, 22 units Faculty Houses	\$157,062.81	\$105,232.08
601-732, 60 units, Married Student Housing	\$208,955.13	\$139,999.94
Muller Hall	\$91,249.72	\$66,612.30
Football Ticket Office	\$1,988.24	\$1,530.94
Football bathrooms	\$2,758.79	\$2,124.27
Golf Course Shop/Clubhouse	\$5,835.45	\$4,493.30
Firestone Meat Lab	\$3,742.67	\$2,732.15
Water Tower/Pump House	\$251.42	\$188.56
Horse Barn/Equine Center	\$51,435.87	\$38,576.90
Round Top Barn(Feed Barn)	\$16,261.41	\$12,196.06
Beef Bull Performance	\$178,084.07	\$133,563.05
Sheep Barn	\$17,186.98	\$12,718.37
England Ag Center	\$122,250.30	\$90,465.22
Pig Barn	\$6,807.86	\$5,037.82
Round Top Shop	\$22,360.19	\$16,322.94
OSU Maint Shop	\$28,909.04	\$21,970.87
Gas Well Regulator House	\$1,317.98	\$988.48
Faculty House Units-Duplex-08876,432-434	\$6,992.90	\$4,615.31
Faculty House Units-Duplex-08877,828-830	\$7,099.07	\$4,685.39
Faculty House Units-Duplex-08878,431-433	\$7,090.36	\$4,679.64
Faculty House Units-Duplex-08879,435-437	\$7,090.36	\$4,679.64
Faculty House Units-Duplex-08880,824-826	\$7,099.07	\$4,685.39
Field Hall	\$8,031.92	\$5,863.30
Noble Livestock Center	\$62,497.66	\$46,873.24
Motor Pool	\$83,389.81	\$62,542.36

Noble Activity Center	\$514,473.89	\$375,565.94
Clock Tower	\$772.38	\$579.28
New Greenhouse	\$2,680.03	\$2,278.03
Science & Ag Building	\$189,562.99	\$145,963.50
Well House #3	\$2,821.51	\$2,398.28
Well House #2	\$2,108.05	\$1,791.84
Doug Wirtz Bldg	\$15,461.73	\$11,596.30
Baseball Locker Room	\$9,848.73	\$7,780.50
Horse Stable(Little)	\$24,505.96	\$19,359.71
Softball Seating & Anouncers Stand	\$6,136.49	\$4,602.37
Baseball Seating	\$17,069.00	\$12,801.75
Sexton Apartments	\$36,309.28	\$26,868.87
Aggie Apartment	\$36,436.89	\$26,963.30
PTSI Apartment	\$35,719.90	\$26,432.73
Garrett Draper Clubhouse	\$11,682.67	\$9,112.48
Concession Stand/Bookstore Room	\$6,305.33	\$4,729.00
	<u>\$4,571,134.01</u>	<u>\$3,220,587.73</u>

Information taken from McLarens provided Loss detail worksheet

RCV-Replacement Cost Value

ACV-Actual Cost Value

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Oct-19  
MONTH

FUND SOURCE	FY20		FY19		FY20		FY19	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	13	4,417.19	14	\$ 4,320.55	33	\$ 10,697.87	26	\$ 8,870.38
FEDERAL							1	\$ 475.00
PRIVATE								
AUXILIARY	4	669.47	3	\$ 727.03	14	4,614.05	13	\$ 5,073.91
OTHER								
TOTAL	17	5,086.66	17	\$ 5,047.58	47	\$ 15,311.92	40	\$ 14,419.29

#### **IV. NORTHEASTERN OKLAHOMA A&M COLLEGE, MIAMI, OKLAHOMA**

Dr. Mark Rasor, Interim President, appeared before the Board of Regents to present the business of Northeastern Oklahoma A&M College (NEO) and review the Agenda for members of the Board. (The NEO Agenda is attached to this portion of the minutes.)

Dr. Rasor highlighted the informational items listed under Section A of the NEO agenda, including various articles contained in the *NEO Update Newsletter*.

##### **B-1 Adoption of Memorial Resolution for Mr. Ray Judkins**

Regent Burns moved and Regent Hall seconded to approve Item B-1 as presented in the NEO Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

##### **E-1 Approval of new certificate programs and program modifications**

Dr. Rasor said this item was heard by members of the Academic Affairs, Policy and Personnel Committee during its meeting this morning.

Regent Davis said the Committee met with the NEO administration regarding this item and acted to recommend Board approval of the administration's request.

Regent Davis moved and Regent Anthony seconded to approve Item E-1 as presented in the NEO Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

##### **G-1 Approval to initiate a campaign to renovate and name the Norsemen Football Locker Room**

Dr. Rasor said this request is to launch a fundraising campaign to renovate the football locker room and, once fundraising and renovations are complete, name the locker room the Chuck Bowman Legacy Locker Room. Mr. Chuck Bowman coached five of the best years of NEO football ever recorded with two national championships and he continues to be heavily involved in the football program on campus.

Regent Anthony moved and Regent Milner seconded to approve Item G-1 as presented in the NEO Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

**Announcement and Introduction of New NEO President, Dr. Kyle Stafford**

Dr. Rasor thanked the Board for the opportunity to serve as Interim President at NEO. He said it has been a high honor and he enjoyed every minute of it. He said he looks forward to being at NEO for many more years. Chairman Link thanked Dr. Rasor for his service, for being involved in the search process, and for his dedication to NEO.

Chairman Link extended appreciation to Regents Arthur, Callahan, and Milner for their service on the NEO Presidential Search Committee. There was great student, faculty, and community involvement in the process.

Chairman Link introduced Dr. Kyle Stafford as the new President of NEO, and his wife Kim Stafford who was also in attendance. Dr. Stafford said it has been a pleasure to be on the Miami campus and meet the Board members. He expressed appreciation to everyone involved in the search process. Dr. Stafford said he is honored to be selected and looks forward to getting to work in January 2020.

The business of Northeastern Oklahoma A&M College being concluded, Dr. Mark Rasor was excused from the meeting.



# **NORTHEASTERN OKLAHOMA A&M COLLEGE**

## **Miami, Oklahoma**

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges

December 6, 2019

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with purchases to be coordinated through the Chief Procurement Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

### **A - GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD**

1. Remarks by Interim President Dr. Mark Rasor
  - a. Highlights of NEO Update newsletter
  - b. Social Media Report (Reference Document A-1)

### **B – RESOLUTIONS-**

1. Board authorization is requested for the Memorial Resolution for Mr. Ray Judkins (Reference Document B-1), a copy of the resolution be sent to the family of Mr. Judkins and copy made part of the official minutes of the Board as a lasting tribute to his extraordinary service and commitment to higher education in Oklahoma.

Mr. Ray Judkins passed from this life in October at the age of 82. He attended NEO and played football for the legendary Coach Red Robertson as well as starting on the NEO Baseball team and an AAU Wrestler. He returned to NEO to join the Golden Norseman coaching staff in 1969 under Head Coach Chuck Bowman and later became as the 'Father of NEO Wrestling' after forming the NEO Wrestling Program in 1975. Under his direction, Norsemen experienced two Regional championships, two conference titles and a number of invitational tournament championships along the production of 12 NJCAA All-Americans and recognition of the Regional Coach of the Year. His dedication to the education that led him to serve as administrator of three schools across two states combined with this athletic achievements at NEO earned him entry in the NEO A&M Athletic Hall of Fame in 2009.

### **C - POLICY AND OPERATIONAL PROCEDURES- None**

### **D - PERSONNEL ACTIONS- None**

**E - INSTRUCTIONAL PROGRAMS-**

1. Board authorization is requested for new certificate programs and program modifications. The new program requests will be submitted to the Oklahoma State Regents for Higher Education, pending approval of the Board. The program changes will be submitted to the OSRHE as an information item. An Executive Summary outlining the requested suspensions and modifications is attached to this agenda (Reference Document E-1).

**F - BUDGETARY ACTIONS- None****G - OTHER BUSINESS AND FINANCIAL MATTERS-**

1. Board authorization is requested to initiate a campaign (Reference Document G-1) to renovate and name the Norsemen Football Locker Room. The estimated cost to renovate is \$150,000 and includes new lockers, new flooring, etc. The campaign will be driven by a commitment to rename the locker room "The Chuck Bowman Legacy Locker Room".

In 1967 Chuck Bowman arrived in Miami to serve NEO as head football coach and athletic director. In his first year as Norse head coach his team went on to win an NJCAA National Championship with a 9-1 record. Under Bowman's direction the Golden Norse of 1969 would win yet another NJCAA National Championship. Bowman garnered recognition twice by being named NJCAA Coach of the Year in 1967 and again in 1969. He coached 9 all-Americans and won three bowl game victories in five years. Bowman's overall record at NEO was 41 wins and 8 losses. Bowman also served as state director of the National Football Coaches Association and Fellowship of Christian Athletes. His presence and standards set are still influencing Norsemen athletics today.

**H - CONTRACTUAL AGREEMENTS (other than construction and renovation) - None****I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES- None****J - PURCHASE REQUESTS -None****K - STUDENT SERVICES/ACTIVITIES- None****L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED- None****M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**

1. Out-of-state travel summary for October 2019. (*Reference Document M-1*)
2. Academic Calendar 2020-2021 – (*Reference Document M-2*).
3. OSRHE FTE Employee Report for fiscal quarter September 30, 2019 – (*Reference Document M-3*).

Higher Education Promotion Log							
Item	Date	Description	Medium	Views	Likes	Shares	Notable Comments
	21-Oct	NEO Grove Center	Facebook	1990	23	2	
	22-Oct	NEO and NSU Partnership	Facebook, Twitter	1967	78	22	
	22-Oct	NEO Choirs Performs with Steve Green	Facebook	2207	18	7	
	23-Oct	Jack Kent Cooke Scholarship	Facebook	2634	9	10	
	28-Oct	Staff Spotlight - Deenia Englebrecht	Facebook	2258	62	4	
	11/4/2019 & 11/5/2019	Miss Indian NEO	Facebook	2922	65	14	
	5-Nov	Women's Basketball	Facebook	2630	32	14	
	6-Nov	Basketball Toilet Paper Game	Facebook, Instagram	3156	189	8	
	7-Nov	PTK/Sierra Club Recycling Pledge	Facebook	921	6	1	
	8-Nov	NEO Gala	Facebook	2066	75	6	
	12-Nov	OK Higher Ed Retweet	Twitter		3	2	
	12-Nov	Cheer and Dance Camp	Facebook, Twitter, Instagram	1883		5	
	13-Nov	NEO Student Acceptance Letter	Instagram	446	15		
	13-Nov	NEO Theatre	Facebook	525	5	0	
	13-Nov	NEO Student Body Thanksgiving Donations	Facebook	2205	10	10	
	14-Nov	ALICE Training and Opioid Ed Session	Facebook, Instagram	1591	16	7	
	14-Nov	NEO Grove Open House	Facebook	837	6	1	
	19-Nov	Opioid Grant Announcement	Facebook, Twitter, Instagram	859	23	1	
	22-Nov	Christmas Ornament Design Contest	Facebook, Instagram	1850	21	2	
	25-Nov	NEO Presidential Search	Facebook	2773	64	5	
	26-Nov	Staff Spotlight - David Frazier	Facebook, Instagram	4243	153	12	
	27-Nov	Alumni Rodeo	Facebook	9537	76	23	
	28-Nov	Giving Tuesday Preview	Facebook	720	8		
	2-Dec	Choir Concert	Facebook	1044	17	12	

Resolution  
MR. RAY JUDKINS

WHEREAS, it has been called to the attention of Northeastern Oklahoma A&M College that the Father of NEO Wrestling Mr. Ray Judkins, passed from this life on October, 2019, at the age of 82; and,

WHEREAS, he was born in Oklahoma City, Oklahoma, and graduated in the Putnam City High School Class of 1955; and,

WHEREAS, he attended Northeastern Oklahoma A&M College and played football for legendary Coach Red Robertson as well as starting on the NEO Baseball Team and as an AAU Wrestler; and,

WHEREAS, he earned his bachelor's degree from Northeastern State University, where he was on the 1959 National Championship Football Team, and later completed his Master's of Educational Leadership with a Specialist in Education from Pittsburg State University; and,

WHEREAS, he and his wife Judith Ann married in 1958 and began their life teaching and coaching on a Navajo Reservation in Arizona and had their son, Mike, before moving to Sargent High School in Monte Vista, Colorado, where they had their first daughter, Edie, before his family moved to McCook, Nebraska, where he became a football coach at McCook Junior College and the family had their second daughter, Becky; and,

WHEREAS, he returned to NEO to join the Golden Norseman coaching staff in 1969 under Head Coach Chuck Bowman and later became known as the Father of NEO Wrestling after forming the NEO Wrestling Program in 1975, where under his direction, Norsemen experienced two Regional championships, two conference titles, and a number of invitational tournament championships along with the production of 12 NJCAA All-Americans and recognition as the Regional Coach of the Year; and,

WHEREAS, his dedication to the education that led him to serve as an administrator in three schools across two states combined with his athletic achievements at NEO earned him entry in the NEO A&M Athletic Hall of Fame in 2009.

WHEREAS, in his passing, Northeastern Oklahoma A&M College and the Miami community have suffered the loss of a true friend and devoted citizen.

NOW, THEREFORE, BE IT RESOLVED that the Board takes this method to express respect to his memory and to extend to the family its deep sympathy in the loss sustained.

BE IT FURTHER RESOLVED that this resolution be sent to the family of Ray Judkins and a copy made a part of the official minutes of the Board as a lasting tribute to his extraordinary service and commitment to higher education in Oklahoma.

Adopted by the Northeastern Oklahoma A&M College Executive Committee this 6<sup>th</sup> day of December, 2019.

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L. Tucker Link, Chairman  
Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges

ATTEST:

---

Jason Ramsey, Chief Executive Officer

**NORTHEASTERN OKLAHOMA A&M COLLEGE  
EXECUTIVE SUMMARY  
PROGRAM AND COURSE CHANGES**

**Communications and Fine Arts Department**

**Criminal Justice**

*New Program Requests*

Northeastern Oklahoma A&M College requests the approval of two new certificate programs in Criminal Justice: *Law Enforcement Certificate* and *Legal Practice Certificate*. Both certificate programs will include only courses applicable to the Associate in Arts degree in Criminal Justice Program. The certificates are designed to provide students with skills applicable to law enforcement and legal practice in the northeast region of Oklahoma and surrounding states. Each program will consist of 15 credit hours.

**Early Childhood Education**

Northeastern Oklahoma A&M College requests modification of the Early Childhood Education Associate in Arts Program. The request is to add four courses to the list of approved electives: FRCD 1313 Children's Nutrition, FRCD 2203 Infant Toddler Activity Planning, HHP 2603 Total Wellness, and PSYC 1603 Developmental Psychology. These courses are transferable to senior institutions for Early Childhood majors and/or Child Development majors.

**Psychology and Sociology**

Northeastern Oklahoma A&M College requests modification of the Psychology and Sociology Associate in Arts Program. The request is to add the option for six credit hours of electives as approved by the advisor. This change (1) allows advisors more flexibility to design a plan of study that meets the students' goals and (2) provides for students who changed majors to use non-major courses as electives to reduce the loss of credit.

**Math and Natural Sciences**

**Process Technology**

Northeastern Oklahoma A&M College requests modification of the Process Technology, Associate in Applied Science degree program. The request is to add PHYS 1014 General Physical Science as a program elective and delete BADM 2133 Business Ethics as a program elective. These changes are being made at the recommendation of the Process Technology Advisory Council.

**Additional Change**

The following change will be presented to the Oklahoma State Regents for Higher Education for information purposes.

- a. Humanities Requirement  
BADM 2133 Business Ethics approved to be used as a Humanities course for transfer degrees



## NORTHEASTERN OKLAHOMA A&M COLLEGE

200 I STREET NE • MIAMI, OK • 74354  
NEOATHLETICS.COM

FOOTBALL

OFFICE: 918-540-6310

### CHUCK BOWMAN LEGACY LOCKERROOM CAMPAIGN

Northeastern Oklahoma A&M Football in conjunction with SixPR Marketing out of Tulsa and the proud alumni and boosters of NEO football would like to propose the start of a capitol campaign to primarily fund new locker and carpet in the locker room of the Crossland Center. The goal of this campaign is \$150,000. The steering committee will consist of Coach Chuck Bowman, Coach Dale Patterson, Steve Watson (NEO 1969) and Rick Vandaveer (NEO 1970).

Upon financial completion of the campaign, we would like to propose renaming the locker room the “Coach Chuck Bowman Legacy Locker Room”. In 1967 Chuck Bowman arrived in Miami to serve NEO as head football coach and athletic director. In his first year as Norse head coach his team went on to win an NJCAA National Championship with a 9-1 record. Under Bowman’s direction the Golden Norse of 1969 would win yet another NJCAA National Championship. Bowman garnered recognition twice by being named NJCAA Coach of the Year in 1967 and again in 1969. He coached 9 all-Americans and won three bowl game victories in five years. Bowman’s overall record at NEO was 41 wins and 8 losses. Bowman also served as state director of the National Football Coaches Association and Fellowship of Christian Athletes. His presence and standards set are still influencing Norsemen athletics today.

Northeastern Oklahoma A&M College								
Summary of Out-of-State Travel as of			<b>Oct-19</b>					
Column (1):	Travel This Month				Column (2):	Corresponding Month Last FY		
Column (3):	Amount Expended Current FY				Column (4):	Amount Expended Prior FY		
<b>Fund Source</b>	<b>No. Trips (1)</b>	<b>Amount Expended (1)</b>	<b>No. Trips (2)</b>	<b>Amount Expended (2)</b>	<b>No. Trips (3)</b>	<b>Amt. Exp Current FY (3)</b>	<b>No. Trips (4)</b>	<b>Amt. Exp Prior FY (4)</b>
<b>Revolving</b>								
<b>State Approp. (290)</b>	2	\$1,237.41	0	\$0.00	29	\$15,262.38	12	\$1,896.29
<b>Federal (430)</b>	0	\$0.00	0	\$0.00	1	\$190.00	0	\$0.00
<b>Private</b>	0	\$0.00			0			
<b>Auxiliary (701)</b>	2	\$707.44	1	\$178.50	22	\$9,699.56	5	\$774.33
<b>Other</b>	0	\$0.00			0			
<b>Total</b>	0	\$0.00	1	\$178.50	52	\$23,207.09	17	\$2,670.62

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION****Return by December 1, 2019**Electronic submission with President's signature is preferred (to [sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)).**Institution: Northeastern Oklahoma A&M College****ACADEMIC CALENDAR FOR 2020-2021*****NOTE: All schedules should include final exams*****Summer 2020 Session:**

Semester (8-week session) (begins and ends)	6/1/2020 through 7/23/2020
1st 4-week session (begins and ends)	6/1/2020 through 6/25/2020
2nd 4 week session (begins and ends)	6/29/2020 through 7/23/2020

Please list dates of all holidays/breaks (no classes) Click here to enter begin date. **through** Click here to enter end date.  
Click here to enter begin date. **through** Click here to enter end date.

Please add any additional short-term sessions offered at your institution:

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

Summer Commencement date (if applicable)	Click here to enter a date.
--	-----------------------------

**Fall 2020 Semester:**

16 week Semester (begins and ends)	8/17/2020 through 12/11/2020
1st 8-week session (begins and ends)	8/17/2020 through 10/9/2020
2nd 8-week session (begins and ends)	10/19/2020 through 12/11/2020
1st 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
2nd 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
4th 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. <b>through</b> -week session
(begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

Please list dates of all holidays/breaks (no classes)	9/7/2020 through 9/7/2020
	10/15/2020 through 10/16/2020
	11/25/2020 through 11/27/2020

Fall Commencement date (if applicable)	Click here to enter a date.
--	-----------------------------

**Spring 2021 Semester:**

16 week Semester (begins and ends)	1/11/2021 through 5/7/2021
1st 8-week session (begins and ends)	1/11/2021 through 3/5/2021
2nd 8-week session (begins and ends)	3/8/2021 through 5/7/2021
1st 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
2nd 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
4th 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

Please list dates of all holidays/breaks (no classes)	1/18/2021 through 1/18/2021
	3/15/2021 through 3/19/2021
	Click here to enter begin date. <b>through</b> Click here to enter end date.

**\*\*\*Note: Spring Break should be scheduled for the week that encompasses the third Wednesday in March\*\*\***

Spring Commencement date (if applicable)	5/6/2019
	Click here to enter a date.
	Click here to enter a date.

Alternative Schedules (please describe any alternative schedules not already indicated above)

Interessions (classes that meet between regularly scheduled semesters or that meet between summer session and fall semester, between fall semester and spring semester, or between spring semester and summer session):

	Fall 2020 Interession (between summer 2020 and fall 2020)	Spring/Winter 2020- 2021 Interession (between fall 2020 and spring 2021)	Summer 2021 Interession (between spring 2021 and summer 2021)
Interession begins	<a href="#">Click here to enter a date.</a>	12/14/2020	<a href="#">Click here to enter a date.</a>
Interession ends	<a href="#">Click here to enter a date.</a>	1/8/2021	<a href="#">Click here to enter a date.</a>

Summer 2020 (if applicable):

Final add date 8 week classes	6/8/2020
Final drop date 8 week classes:	6/8/2020
Final add date first 4 week classes:	6/2/2020
Final drop date first 4 week classes:	6/2/2020
Final add date 2nd 4 week classes:	6/30/2020
Final drop date 2nd 4 week classes:	6/30/2020

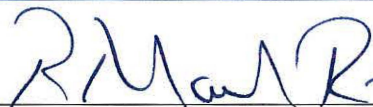
Fall 2020:

Final add date 16 week classes:	8/28/2020
Final drop date 16 week classes:	8/28/2020
Final add date 1st 8 week classes:	8/21/2020
Final drop date 1st 8 week classes:	8/21/2020
Final add date 2nd 8 week classes:	10/16/2020
Final drop date 2nd 8 week classes:	10/16/2020

Spring 2021:

Final add date 16 week classes:	1/22/2021
Final drop date 16 week classes:	1/22/2021
Final add date 1st 8 week classes:	1/15/2021
Final drop date 1st 8 week classes:	1/15/2021
Final add date 2nd 8 week classes:	3/12/2021
Final drop date 2nd 8 week classes:	3/12/2021

Signature of President



Date

11-25-2019

# The Oklahoma State System of Higher Education

## FTE Employee Report

To: The Governor of Oklahoma, The President Pro Tempore of the Oklahoma Senate,  
and The Speaker of the Oklahoma House of Representatives

From: Northeastern Oklahoma A&M College

R. Mark Kerner  
President

Subject: FTE Employee Report for Fiscal Quarter Ending 9/30/2019

The following information is provided pursuant to 74 O.S. 1981, Section 3602

## FTE Employee Categories

	Educational and General Budget Part I			Educational and General Budget Part II			Agency Accounts Other			Sub Total			Total FTE
	Other			Other			Other			Other			
	Faculty	Regular	Student	Faculty	Regular	Student	Faculty	Regular	Student	Faculty	Regular	Student	
Current QTR	52	73	1	1	6	5	8	29	4	61	108	10	179
Prior QTR	58	74	1	1	6	10	8	34	10	67	114	21	202
INC (DEC)	-6	-1	0	0	0	-5	0	-5	-6	3	3	3	-23
Prior FY	52	74	1	1	5	3	6	29	4	59	108	8	175

## **V. CONNORS STATE COLLEGE, WARNER, OKLAHOMA**

President Ronald Ramming and members of the Connors State College (CSC) administration appeared before the Board of Regents to present the business of CSC and review the Agenda for members of the Board. (The CSC Agenda is attached to this portion of the minutes.)

President Ramming highlighted various articles contained in the *Connors Connection*. He noted that during the past couple of weeks CSC along with other institutions in the State were beneficiaries of the residual from a class action lawsuit. CSC's portion was \$500,000 and is to be designated for scholarships. The administration's plan is to develop a matching program and double that amount.

Regent Watkins asked for more details about the settlement. President Ramming said his office received communications from an attorney in Oklahoma City regarding the settlement. He then asked the Office of Legal Counsel if the information was legitimate and they confirmed that it was. There was a lawsuit filed against an oil company regarding royalties, and after all claims were settled the residual money remaining was divided among 13 institutions across the State of Oklahoma. The only restriction on the money is that it be designated for scholarships. President Ramming said this is the largest gift in the history of CSC.

Regent Davis asked Steve Stephens, General Counsel, if he had any further comment on the matter. Mr. Stephens said this lawsuit was something of which nobody in his office was aware. In a class action lawsuit, after a settlement is determined and people process claims against it, money is left over. The court determines the appropriate place to deposit the rest. Nobody in his office had knowledge of this matter until they received the communication from President Ramming.

President Ramming said the College received notification just before Thanksgiving that their application for a distance learning telemedicine grant from the USDA was approved. This will bring \$133,000 to CSC for use of installing video conferencing equipment at the College as well as several of the area's high schools. Regent Link asked if that is separate from OneNet. President Ramming said this is separate. OneNet is the internet service; this grant is for the equipment.

### **D-1 Approval of personnel actions**

Regent Davis moved and Regent Callahan seconded to approve Item D-1 as presented in the CSC Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

E-1 Approval of off-campus offerings Spring 2020

E-2 Approval of Academic Program Review Reports

E-3 Approval of program modifications

Regent Anthony moved and Regent Milner seconded to approve Section E, Items 1-3 as presented in the CSC Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

H-1 Approval to develop a clinical affiliation agreement with McAlester Regional Hospital for FY 2020

Regent Davis moved and Regent Watkins seconded to approve Item H-1 as presented in the CSC Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

President Ramming noted that the College's annual Campus Safety and Security Report and the Fire Report are required by the Federal Government and included as informational items. He thanked Steve Stephens and the Office of Legal Counsel for their assistance in putting these documents together.

Regent Link asked President Ramming to have conversations with Joe Weaver, Senior Vice President for Administration and Finance at OSU, regarding debt refinancing options for CSC and potential cost savings. President Ramming said he will ensure those conversations take place.

The business of Connors State College being concluded, President Ramming and members of the administration were excused from the meeting.



# Connors State College

Warner, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges

December 6, 2019

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with purchases to be coordinated through the Chief Procurement Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

## **A - GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD**

1. Remarks by President Ramming
2. Connection

## **B - RESOLUTIONS**

*None*

## **C - POLICY AND OPERATIONAL PROCEDURES**

*None*

## **D - PERSONNEL ACTIONS**

1. Board approval is requested for personnel actions including appointments, changes in salary, changes in title or rate, personnel leaves, etc. Personnel items not requiring action by the Board including resignations, terminations, suspensions, retirements, etc. are provided for informational purposes only. *(Reference Document D-1)*

## **E - INSTRUCTIONAL PROGRAMS**

1. Off-campus offerings Spring 2020  
Board approval is requested for off-campus delivery of the attached courses for the spring 2020 semester. *(Reference Document E-1)*
2. Academic Program Review Reports  
*(Attached collectively as Reference Document E-2)*
  - a. Enterprise Development
  - b. Agriculture

**3. Program Modifications**

*(Attached collectively as Reference Document E-3)*

- a. Board approval is requested to modify the Agriculture Equine Certificate program.
- b. Board approval is requested to modify the GPA requirement on the Reach Higher Enterprise Development A.A. and A.S. degrees

**F - BUDGETARY ACTIONS**

*None*

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

*None*

**H - CONTRACTUAL AGREEMENTS (other than construction and renovation)**

1. Board approval is requested to develop a clinical affiliation agreement for the fiscal year 2020 with the following: McAlester Regional Hospital (*Reference Document H-1*)

**I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES**

*None*

**J - PURCHASE REQUESTS**

*None*

**K - STUDENT SERVICES/ACTIVITIES**

*None*

**L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED**

*None*

**M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**

1. Out-of-state travel summary for October 2019 (*Reference Document M-1*)
2. 2019 CSC Annual Security and Fire Safety Report (*Reference Document M-2*)

Respectfully submitted,



Dr. Ronald S. Ramming  
President



## Personnel Actions

Personnel actions pertaining to appointments, reappointments, changes in salary, changes in title or rank, personnel leaves, etc.

Name	Action	Effective Date	Salary/Rate
Carol McCrary	Employ as Controller	12/02/2019	\$55,000 annually (12-month contract)
Dr. Krystle Lane	Employ as Exec. Director of CSC Foundation	12/02/2019	\$54,000 annually (12 month contract)



## Spring 2020 Off-Campus Courses

### **Muskogee High School**

English Comp II  
Intro to Oral Communication  
General Humanities II

### **Checotah High School**

History Snc 1865  
American Federal Government  
Modern Civilization

### **Stigler High School (ITV) evenings**

History of U.S. to 1865

### **Wagoner High School daytime**

College Algebra

### **Jess Dunn Correctional Center**

Environmental Science  
Business Law  
Managerial Accounting  
Strategies for Success (2 sections)  
English Comp II  
Modern Civilization  
History of US Snc 1865  
History of US to 1865  
General Humanities II  
PreCalculus Algebra  
Math Readiness  
American Federal Government  
General Psychology  
New Testament Survey  
Principles of Sociology  
Intro to Oral Communication  
Fundamental of Computer Usage  
Microeconomics  
Intro to Social Services

### **Eddie Warrior Correctional Center**

Business Law  
Accounting  
Strategies for Success  
English Comp II  
Modern Civilization  
History of the US to 1865  
General Humanities I  
Mathematics Readiness  
PreCalculus Algebra  
American Federal Government  
General Psychology  
Principles of Sociology  
Intro to Oral Communication  
General Biology  
Fundamentals of Computer Usage  
New Testament Survey  
Microeconomics

## **Program Review Agriculture**

### **3.7 Academic Program Review**

Based on the thorough internal or external program review addressing all criteria in policy, a comprehensive report should be possible within ten or fewer pages. This program review template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents. Executive Summaries should be possible within two pages using the provided template (Program Review Executive Summary Template).

Description of the program's connection to the institutional mission and goals:

Connors State College utilizes the highest standards in its commitment to provide affordable, innovative, life-long learning opportunities that enable students to succeed in a global society. We accomplish our mission by exemplifying the functions of a two-year or community college in Oklahoma as defined by the Oklahoma State Regents for Higher Education (OSRHE). These functions include: • Provide general education for all students. • Provide education in several basic fields of study for those students who plan to transfer to a university and complete a baccalaureate degree. • Provide one-and two-year programs of technical and occupational education to prepare individuals to enter the labor market. • Provide programs of remedial and developmental education for those whose previous education may not have prepared them for college. • Provide both formal and informal programs of study especially designed for adults and out-of-school youth in order to serve the community generally with a continuing education opportunity. • Carry out programs of institutional research designed to improve the institutions' efficiency and effectiveness of operation. • Participate in programs of economic development independently or with universities to meet the needs of each institution's geographic service area.

#### **3.7.5 Process (Internal/External Review):**

Previous Reviews and Actions from those reviews:

Analysis and Assessment (including quantitative and qualitative measures) noting key findings from internal or external reviews and including developments since the last review:

Some courses have been updated with new titles and numbers to reflect changes in credit hours and their ability to seamlessly transfer to the university. This was completed in part to allow students the opportunity to earn a degree within the scope of the degree plan without excessive hours. New courses have been added to the catalog to allow students the opportunity to strengthen their transfer ability. Each year, the faculty research the university degree sheets to ensure that we are providing the best advisement for student's successful experience and transfer.

**A. Centrality of the Program to the Institution's Mission:** *(Institution's response/rationale should follow each criteria of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

The Agriculture Division is central to the mission of Connors State College in several ways. Connors has always had a strong emphasis in Agriculture programs. Connors State was founded as an agriculture high school and then converted to a junior college focusing on agriculture majors. While Connors has grown and expanded to include other degrees and majors, the Agriculture program remains strongly rooted in the traditional agriculture fields while expanding to include new fields in the industry. The state of Oklahoma is built on an agriculture foundation. The Associate of Science degree in Agriculture provides students with skills and knowledge that are foundational to their transfer or to their entry into career placement.

**B. Vitality of the Program:****B.1. Program Objectives and Goals:**

Educational Objectives	Measureable Results and Assessment Methods
<ol style="list-style-type: none"> <li>1. Graduates will successfully transfer agriculture credits to a four-year university.</li> <li>2. Graduates will demonstrate a basic understanding of the biological principles involved in the production of food and fiber.</li> <li>3. Graduates will detail agriculture's importance to local, national and global economies.</li> <li>4. Graduates will demonstrate an awareness of current issues that affect the agricultural industry.</li> <li>5. Graduates will demonstrate the proper use and conservation of natural resources.</li> <li>6. Graduates will demonstrate an awareness of the diverse career opportunities in agriculture.</li> <li>7. Graduates will demonstrate the basic computer skills needed in the modern work place.</li> <li>8. Graduates will demonstrate critical and global thinking through subject specific marketing analysis.</li> <li>9. Graduates will demonstrate knowledge of livestock and/or equine anatomy and skeletal structure.</li> <li>10. Graduates will demonstrate the ability to solve engineering problems.</li> <li>11. Graduates will demonstrate the ability to apply current principles and modern practices used in solving livestock and/or equine nutrition problems.</li> </ol>	<ol style="list-style-type: none"> <li>1. Statistical analysis of transfer reports received from four-year institutions.</li> <li>2. Competency will be demonstrated through successful completion of AGRO 1214; HORT1013; AGRO 2124</li> <li>3. Competency will be demonstrated through successful completion of AGECE 2114;</li> <li>4. Competency will be demonstrated through successful completion of AGCM2113, AGECE 2114; AGLE 2303; AGEQ 2123; HORT 1013</li> <li>5. Competency will be demonstrated through successful completion of AGRI 2003; AGRO 2114; AGRO 1214; HORT 1013</li> <li>6. Competency will be demonstrated through successful completion of AGRI 1111.</li> <li>7. Competency will be demonstrated through successful completion of AGRI 2113.</li> <li>8. Competency will be demonstrated through successful completion of AGECE 2114 and ANSI2302; AGEQ 2123; HORT 1013</li> <li>9. Competency will be demonstrated through successful completion of ANSI 1124; AGEQ 1113;</li> <li>10. Competency will be demonstrated through successful completion of AGEN 1123.</li> <li>11. Competency will be demonstrated through successful completion of ANSI 2213; AGEQ 1226</li> </ol>

<p>12. Graduates will demonstrate basic knowledge in plant sciences grounded in the application of biological and physical sciences.</p> <p>13. Graduates will demonstrate knowledge of the properties and nature of soils.</p> <p>14. Graduates will demonstrate knowledge of the processes necessary to produce food, fiber, and ornamentals for marketing or aesthetics.</p> <p>15. Graduates will demonstrate the ability to analyze the economics of producing, processing and distribution of agriculture products.</p> <p>Graduates will demonstrate the ability to think critically.</p> <p>Graduates will demonstrate the ability to exhibit good citizenship.</p> <p>Graduates will demonstrate the ability to think globally.</p>	<p>12. Competency will be demonstrated through successful completion of HORT 1013; AGRO 1214;</p> <p>13. Competency will be demonstrated through successful completion of HORT 1013; AGRO 2124;</p> <p>14. Competency will be demonstrated through successful completion of HORT 1013; AGRO 1214</p> <p>15. Competency will be demonstrated through successful completion of HORT 1013, HORT 2652; ANSI 1124; AGEQ 2123; AGEQ 2114;</p> <p>The student will successfully complete any/all courses with a final course score of 70 or greater. (1-15)</p> <p>Course embedded assessment</p> <p>Course embedded assessment</p> <p>Course embedded assessment</p>
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**B.2. Quality Indicators (including Higher Learning Commission issues):**

There were no issues at the last review or since the last review that we are currently aware.

**B.3. Minimum Productivity Indicators:**

Time Frame (e.g.: 5 year span)	Head Count	Graduates
2014-2015	168	35
2015-2016	188	42
2016-2017	212	27
2017-2018	212	45
2018-2019	176	19

**B.4. Other Quantitative Measures:**

**b.4.a.** Number of courses taught exclusively for the major program for each of the last five years and the size of classes:

COURSE_IDENTIFICATION	FA14	SP15	FA15	SP16	FA16	SP17	FA17	SP18	FA18	SP19
AGCM2113		28			14			11		17
AGEC1113	16	30	35	37	32	28	44	53	23	41
AGED2011		18		14		10		14		
AGEN1123	11		14		12		12		15	
AGEQ 2311	30		1							
AGEQ 2321	12	21								
AGEQ 2341		12			15					
AGEQ 2401							21			
AGEQ1113	20		16		11		24		17	
AGEQ1123		18		7		11		17		10
AGEQ1225	17		8		10		16		17	
AGEQ1235		13		3		8		8		8
AGEQ2123	8		11		6		17		12	
AGEQ2133		10		11		12		14		12
AGEQ2225	5		9		4		7		4	
AGEQ2235		5		7		3		6		3
AGEQ2301	25	18	10		3	3	23		15	
AGEQ2411				11		11		16		8
AGEQ2412			23		19		35		27	
AGEQ2422			15	28		19		24		17
AGLE1511										12
AGLE2303	34		22		27	9	28	12	21	14
AGRI1111	99		92		105		109		81	
AGRI2010		6	3	2	1	3		13	3	8
AGRI2013		18		26		25		14		
AGRI2041	41		37		30		25		11	
AGRI2113	76	25	68	34	89	33	84	24	63	15
AGRI2300		9		11	8	17	7	17	9	21
AGRI2423		44		22						15
AGRM1002				6	1					
AGRM1112	16		11		16		7		11	
AGRM2012				5		9				
AGRM2103	3		9		17		9		11	
AGRM2112		15		5		11		5		6
AGRM2402					1					
AGRO1213	32		31		36		38		17	
AGRO2013				10		8				
AGRO2114	23	32								
AGRO2123		13								
AGRO2124			32	34		42		40		26
ANSI1102	20	15	20		16		16		14	12
ANSI1124	32	21	35	8	43	12	31	14	32	10
ANSI2122	10		15		11		11	2	13	
ANSI2213		21		19		23		28		15
ANSI2253				19		14		14		13
ANSI2302	18									
ANSI2303										14
ANSI2323		16								
ANSI2402			16				11		8	
HORT1013	34	12	27		23	20	32	24	26	19
HORT2403				17		9		13		13
HORT2513			10	17	17		23		14	
HORT2613		17		11		16		27		5
HORT2653								20		36

- b.4.b.** Student credit hours by level generated in all major courses that make up the degree program for five years:

From 2014 to 2019, students in the Agriculture program enrolled in 176,490 general education hours at Connors State College including other programs.

- b.4.c.** Direct instructional costs for the program for the review period:

**Teaching Faculty Regular Session SALARIES**

NAME	POSITION TITLE(S)	ANNUAL SALARY	
Jacob G. Lawson	Director of Equine Program Head Rodeo Coach	\$44,775.87	10 Month
Jake Walker	Equine Instructor Assistant Rodeo Coach	\$41,530.75	9 Month
Debra Golden	Director of Horticulture Agriculture Instructor	\$41,900.00	12 month
Sierra Walker	Agriculture Instructor Head Shooting Sports Coach	\$47,000.00	12 month
Nolan Hildebrand	Agriculture Instructor Head Livestock Judging Coach	\$46,692.31	12 month
Jesse L. Henson	Agriculture Instructor Assistant Livestock Judging Coach	\$40,000.00	12 month

- b.4.d.** The number of credits and credit hours generated in the program that support the general education component and other major programs including certificates: approximately 18 credits each semester are generated with count toward general education.

- b.4.e.** A roster of faculty members, faculty credentials and faculty credential institution(s). Also include the number of full time equivalent faculty in the specialized courses within the curriculum:

Faculty	Credential	Institution that granted degree
Debra Golden	M.S. Agriculture Education	Oklahoma State University
Jake Lawson	M.S. College Teaching	Northeastern Oklahoma State Univ.
Jake Walker	M.S. Administration	East Central Oklahoma University
Sierra Walker	M.S. International Agriculture	Oklahoma State University

Faculty	Credential	Institution that granted degree
Nolan Hildebrand	M.S. Animal Science (Pending)	Oklahoma State University
Jesse L. Henson	M.S. Animal Science (Pending)	Oklahoma State University
Kendall L. Golden (Adjunct)	M.S. Agriculture Education	Oklahoma State University
Brandon J. Miller (Adjunct)	M. S. Agriculture Education	Oklahoma State University
Scott Clawson (Adjunct)	M.S. Agriculture Economics	Oklahoma State University

**b.4.f.** If available, information about employment or advanced studies of graduates of the program over the past five years:

Hunter Dauck is currently at graduate student at the University of Louisiana in Veterinary School. Kaylee Casey is at Mississippi State as a grad student in Vet School. Shannon Tacy-graduated from Texas Tech and is now an Agriculture Education teacher in Oregon. Amber Wright was on the Meats and Livestock Judging teams and is now a grad student at Oklahoma State University. Jesse Henson, graduated OSU in 2019 and is now employed with Connors State College as a coach and instructor and is a graduate student at OSU in Animal Science. Allison Tarvin graduated from OSU and is now a Livestock Production Specialist at Fairview Farm and Ranch. Amber Croissant is now employed at Westwood Veterinary Hospital, INC. Ashley Hough is in the Veterinary Technician Program at Purdue University and works at Perkins Road Pet Clinic. Austyn Fuss is now in medical school to be a Chiropractor. Bobby Ramming is now an Ag Education Instructor at Paden Schools. Christina Damron is a Pre-K and Kindergarten Teacher at Broken Arrow Schools. Claire Burnett is a Wholesale Manager at Valley Shepherd Creamery. Coby Wilson is the manager of Strategic Solutions with the Missouri Cattlemen's Association. Faith Daniels is now the Horticulture manager at Turning Leaf. Kendall Golden is the lead Horticulturalist at the Gathering Place in Tulsa and an adjunct instructor for CSC. Clint Jackson works at Wheeler Metals in Muskogee.

**b.4.g.** If available, information about the success of students from this program who have transferred to another institution:

Will Shelby, CSC 2019- Currently a student at Oklahoma State University; a member of the OSU Livestock Judging Team. Matt Staples, CSC 2018- Currently a student at Oklahoma State University, Newman Civic Fellow. Nick Hayes, CSC 18- Currently at student at Oklahoma State University; selected top Transfer student for the department of Agriculture Education; will student teach spring 2020. Kelsey Combs, CSC 18, currently an Animal Science student at the University of Arkansas. Alexa Wandrey, CSC 19, currently a student at University of Arkansas. Lara Allen, CSC 19, currently a student at Panhandle State University, just selected Miss Panhandle. Sophia Akuna, CSC 18, currently a student at OSU applying for Vet School. Zane Arnold, CSC 18, is currently a student at University of the Ozarks. Braeton Kimble and Kinder Harlow, currently at Texas Tech and on the Livestock Judging Team. Ben Porter, transferred to Texas A and M and is on the Livestock Judging Team. Nico Menjivar transferred to Colorado State and is on Livestock Judging Team. Micaela Clark transferred to Fresno State, and is on the Livestock Judging Team. Anna Scott, Texas Tech University, Meat and Livestock Evaluation teams. Libby Schroder – Ag Comm.

Transferred to Texas Tech. Fernanda Grisales transferred to University of Central Florida and is in Nursing. Zane Blubaugh, and Alex Theodore – University of Arkansas and on the Livestock Judging Team. Claire Bradbury, transferred to Kansas State, and is on the Livestock Judging Team. Zach Studer transferred to Purdue, and is on the Livestock Judging Team. Analani Loret, transferred to Kansas State and is pursuing vet school. Krista Svendsen is at Oklahoma State University and is on the Wheat Research Unit and pursuing vet school. Bailey Lockhart, Brooklyn Evans and Karli Fuss are at OSU working in Turfgrass Research.

### **B.5. Duplication and Demand:**

In cases where program titles imply duplication, programs should be carefully compared to determine the extent of the duplication and the extent to which that duplication is unnecessary. An assessment of the demand for a program takes into account the aspirations and expectations of students, faculty, administration, and the various publics served by the program. Demand reflects the desire of people for what the program has to offer and the needs of individuals and society to be served by the program.

*Address Duplication:* The program at CSC has avenues for students to follow 12 different career plans for graduation. Students can participate in Aggie Club and/or Ag Ambassadors. The program provides the leaders for the student government association and the Presidents Leadership Class. Ag students are routinely selected as Newman Civic Fellows; Mr. and Ms. Connors; and Homecoming King and Queen. The program brought in 2 National Championships; one national livestock title and had 5 Academic All Americans of the 15 chosen nationwide in 2018-19. The program and students are active in the community and in the agriculture industry. There are 5 other junior colleges in Oklahoma that have an agriculture division. Only two of them also have a Horticulture program. None of the others have an Equine Program. None of the others have a Natural Resources/Shotgun shooting program. None of the others have an on campus farm with additional farm acreage off campus. None of the others have five agriculture competitive teams.

*Address Demand:* Although fluid, the demand for Agriculture majors remains steady after the five year survey. Most students, at this point, earn their A.S. and transfer on to acquire their B.S. in agriculture fields. Connors graduates are transferring to a variety of universities including Oklahoma State University, Texas Tech, Texas A & M, Colorado State, University of Arkansas, Kansas State, Purdue University, Fresno State, University of Central Florida, Tarleton University, et al. Upon graduation they are finding ready employment and/or pursuing advanced degrees in their fields.

#### **b.5.a. Detail demand from students, taking into account the profiles of applicants, enrollment, completion data, and occupational data:**

The program demand has risen over the past 10 years and has remained steady for the past five years with 175- 200 majors each year.

#### **b.5.b. Detail demand for students produced by the program, taking into account employer demands, demands for skills of graduates, and job placement data:**

Expect approximately 53,500 qualified graduates to be available each year. About 55 percent of the total, 29,300 are expected to earn degrees from colleges of agriculture and life sciences, forestry and natural resources, and veterinary medicine. The other 45 percent, an estimated 24,200 graduates, will come from allied disciplines including biological sciences, engineering, health sciences, business, and communication. The U.S. Department of Labor projects significant growth in selected food, renewable energy, and environment jobs during 2008–18 in the Monthly Labor Review. Occupation – Percent Increase  
 Agricultural Inspectors – 12.8  
 Animal Scientists – 13.2 (including Equine)  
 Environmental Scientists and Specialists, including Health – 27.9  
 Food Scientists and Technologists – 16.3  
 Natural Sciences Managers – 15.5  
 Pest Control Workers – 15.3  
 Sales Managers – 14.9  
 Soil and Plant Scientists – 15.5  
 Veterinarians – 33.0  
 Projected growth in these occupations is in tune with our nation's shift toward creating new businesses and jobs in local and regional food systems, capitalizing on climate change opportunities, developing renewable energy, and restoring and sustaining natural resources.

**b.5.c.** Detail demand for services or intellectual property of the program, including demands in the form of grants, contracts, or consulting:

Not Applicable

**b.5.d.** Detail indirect demands in the form of faculty and student contributions to the cultural life and well-being of the community:

- Faculty members serve on a wide variety of committees and groups including the following: Superintendent of Horticulture Tulsa State Fair; Judge for state and national FFA proficiencies; Judges for local, district and state FFA speech contests; Set up State CDE contests; American Quarter Horse Association; Cookson Hills Electric Cooperative; National FFA Alumni. Program hosts a rodeo and horse show, and fantasy rodeo for the community and extended area; a food drive for 3 counties and the local college and city communities; community dinner; Fall on the Farm festival for elementary students (700) The program hosts the following activities for FFA and 4-H in multiple states- Aggie Day Interscholastic (2300; Muskogee P.I. Group State Qualifying Green Hand Written Contest (125); Cattle Grading Evaluation Contest (375); Spring and Fall Shotgun Shooting Tournaments (1000) Additionally, the program facilities are utilized to host three livestock grooming camps and two livestock judging camps and 4H day camps; a state wide livestock judging competition; and a cattle livestock show; a collegiate livestock judging contest, photography contest; aggie western showmanship contest; local livestock shows. Children's Charity fundraiser (Kids Space USA); Breed Association Meetings; Breed Association Sales. The program has students work at the following events: Western Heritage Days hosting the Oklahoma School for the Blind; Oklahoma State FFA Convention; Arkansas State FFA Convention; National FFA Convention; Tulsa State Fair; Clubs in the division provide service to the community by planting flower beds; planting trees; hosting campus events; recreational events; educational seminars and round tables; hosting campus speakers.

**b.5.e.** The process of program review should address meeting demands for the program through alternative forms of delivery. Detail how the program has met these demands:

This program is hands-on including riding labs with live horses, live animals and live plants. This hands-on learning is not easily available in an alternative delivery. The Division has adapted and now offers a limited number of courses (10) through an on-line teaching platform (Blackboard) and will be transitioning soon to CANVAS. Several courses are now taught with Hybrid platforms and delivery of the course is partially on the online teaching platform.

#### **B.6. Effective Use of Resources:**

Resources include financial support, (state funds, grants and contracts, private funds, student financial aid); library collections; facilities including laboratory and computer equipment; support services, appropriate use of technology in the instructional design and delivery processes, and the human resources of faculty and staff.

Facilities: Horticulture – A new greenhouse (30X 60) was completed in April 2019 to replace one that was destroyed by a weather event in 2017. A third greenhouse (30 X 145) is under construction. A storage building 30 x 30 has been constructed for equipment. A community garden is under construction along with an orchard. The program has added 4 hives of bees. Equine - Installing and renovating an agriculture classroom with updated multimedia equipment including document camera, smart board and projector. Moving and totally renovating the equine building/classroom/offices with updated multimedia equipment, new furniture in classroom and offices. Automatic watering system was installed for the rodeo livestock. Additional pasture fencing was added/repared for rodeo livestock. An additional barn for the equine barn was built. Completed the build/add (2) 12X24 sheds for rodeo stock. Animal Science – The farrowing house has been re-plumbed; heat and cooling units added. A Equine Barn has been renovated for cattle. The building has had wash racks added; tack room constructed; indoor/outdoor carpet and landscaping. Retractable hose reels and new plumbing have been added. Natural Resources – A second Trap house was built partially with a grant from Midway USA. Farm- New water systems have been installed for the sheep and goats. Academics- We are 4 years into an electronic freeze so, we have no updates for computers, labs or technology in the past five years. The division lost a full time instructor position but has added an assistant coaching position. Also lost, was a full time teacher and coach position that was replaced with a current farm employee.

**Institutional Program Recommendations:** (describe detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements)

<b>Recommendations</b>	<b>Implementation Plan</b>	<b>Target Date</b>
After a thorough review, the program is flourishing and expanding. Should budget allow, the program would like to implement scholarships for general agriculture and ag ambassadors. Currently we have none. The program currently has adjuncts teaching 34 credit hours. Two additional full time instructors would allow the program to add an assistant	The program already raises monies for all team activities and scholarships; equipment purchases; entry fees and several activities that are held or hosted on campus. Additional monies for instructors and assistants would have to come from the regents/legislature/college budget sources.	<a href="#">Click here to enter text.</a>

Recommendations	Implementation Plan	Target Date
coach to the expanding and thriving shooting sports team and archery teams and an additional horticulture instructor to manage the growing greenhouses and campus responsibilities and assist with advisor responsibilities. The Ag Communicators of Tomorrow could be revived from its current status. A division assistant would complement the program with assistance to the Bull Test reports; team reports; industrial hemp program; contest organization; student registration and organize tours and recruitment for division.		

**Summary of Recommendations:**

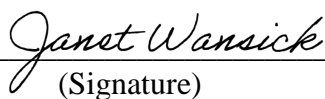
	Department	School/College	Institutional
<b>Possible Recommendations:</b>	The number of students in the Agriculture program remains stable and graduates remain steady. The program should be continued and allowed to grow and expand to include additional instruction areas and new equipment. Our courses allow our students to be successful working toward an A.S. degree and when transferring to a four year university	Click here to enter text.	Click here to enter text.

Department/Program Head  
(Signature)



Date: November 15, 2019

VPAA

  
(Signature)

Date November 15, 2019

**Program Review Summary Template**  
**Reach Higher: FlexFinish**  
**Associate of Arts or Science in Enterprise Development**  
**3.7 Academic Program Review**

Based on the thorough internal or external program review addressing all criteria in policy, a comprehensive report should be possible within ten or fewer pages. This program review template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents. Executive Summaries should be possible within two pages using the provided template (Program Review Executive Summary Template).

Description of the program's connection to the institutional mission and goals:

Connors State College is organized to generate student learning through its associate degrees and other academic programs that effectively prepare graduates to complete baccalaureate or other program degrees, obtain productive employment, and lead enriched lives of learning. It is simultaneously the mission of the College to engage in educational programming and related activities that promote regional economic and community development. The Enterprise Development program is designed to meet the needs of the individual student, in keeping with the mission of the College as defined by the OSU A&M Regents and as stated above.

**3.7.5 Process (Internal/External Review):**

Previous Reviews and Actions from those reviews:

Analysis and Assessment (including quantitative and qualitative measures) noting key findings from internal or external reviews and including developments since the last review:

Connors conducts an internal review of all degree programs annually. The Enterprise Development program while a low productivity program does provide flexibility for returning adult learners. No specific actions have been recommended at this time.

**A. Centrality of the Program to the Institution's Mission:**

*(Institution's response/rationale should follow each criteria of this policy; (Size of box provided is NOT an indicator of the length of response expected; please include as much information as needed to thoroughly address each standard.)*

Reach Higher is designed to support the State Regents' goal of increased degree completion, support annual goals of Complete College America, and help students complete degrees to contribute to a more educated workforce.

**Institutional Response:**

Connors is committed to providing educational opportunities for students. The Reach Higher Enterprise Development degree is one of the ways we provide options for returning students.

**B. Vitality of the Program:****B.1. Program Objectives and Goals:**

The goals of the Reach Higher program are to increase the number of Oklahoman's who obtain an associate degree, to facilitate life-long learning goals of adult learners, to enable people with at least 18 hours of college credit to finish an associate degree in an accelerated format, to offer flexible and intensive course schedules to meet the needs of working adults, to offer a curriculum designed with the input of Oklahoma business leaders to ensure that students are prepared to succeed in the workplace, and to contribute to the economic development goals of the state of Oklahoma through providing a relevant degree option for working adults to earn an associate degree.

**Institutional Response:**

This program tends to attract returning adult students however, upon evaluation of their credits it is typical that they can complete a general studies degree quicker. This program does offer a unique curriculum and flexibility for students.

**B.2 Quality Indicators (including Higher Learning Commission issues):**

All degree programs in the State System are scheduled for review on a five-year cycle. The review will encompass all levels of degree programs. At the core of the review process is the selection of criteria to be used in the evaluation. Both qualitative and quantitative criteria must be included in the review process. Careful collection and analysis of data is essential to the review process. The various criteria may be weighted differently for each program depending upon its objectives; the evaluation should make clear the relative weight given to the criteria by the institution. Refer to State Regents "3.7 Academic Program Review" for details. The instructional provider institution shall include all Reach Higher student, course, and professional staff data in their submissions to UDS and other requested data forms.

Reach Higher Program: 8,590 students have graduated from participating institutions (from Fall 2007 through Spring 2019).

**B.3. Minimum Productivity Indicators:**

Time Frame (e.g.: 5 year span)	Head Count	Graduates
2018-2019	1	0
2017-2018	1	0
2016-2017	0	0
2015-2016	0	0
2014-2015	0	0

**B.4. Other Quantitative Measures:**

- a.** Number of courses taught exclusively for the major program for each of the last five years and the size of classes:

*List or attach list of courses*

Connors does not teach any classes specifically for this degree. The courses in this degree program are taught as general education courses or count in other degree programs.

- b.** Student credit hours by level generated in all major courses that make up the degree program for five years:

Because this is a general program and students pick from a variety of elective options across multiple disciplines specific credit hour numbers are not generated for this program.

- c.** Direct instructional costs for the program for the review period:

There is not additional direct instructional cost for this program. These course are taught in other programs.

- d.** The number of credits and credit hours generated in the program that supports the general education component and other major programs including certificates:

Because this is a general program, students must take the same 37 general education credits as with any other major. However, specific credits and credit hours are not measured for this program.

- e.** A roster of faculty members, faculty credentials and faculty credential institution(s). Also include the number of full time equivalent faculty in the specialized courses within the curriculum:

This program is taught by multiple full time and adjunct faculty across multiple departments. All meet the faculty credentials mandated by HLC.

- f.** If available, information about employment or advanced studies of graduates of the program over the past five years:

N/A

**g.** If available, information about the success of students from this program who have transferred to another institution:

N/A

**B.5. Duplication and Demand:**

In cases where program titles imply duplication, programs should be carefully compared to determine the extent of the duplication and the extent to which that duplication is unnecessary. An assessment of the demand for a program takes into account the aspirations and expectations of students, faculty, administration, and the various publics served by the program. Demand reflects the desire of people for what the program has to offer and the needs of individuals and society to be served by the program.

**B.5. Duplication and Demand Issues:**

*Address Duplication:*

The Reach Higher statewide program addresses the need for degree holders consistent with Oklahoma's workforce and wealth generation goals. To meet these goals and serve the thousands of place-bound adults, duplication is appropriate and necessary.

**B.6. Effective Use of Resources:**

Resources include financial support, (state funds, grants and contracts, private funds, student financial aid); library collections; facilities including laboratory and computer equipment; support services, appropriate use of technology in the instructional design and delivery processes, and the human resources of faculty and staff.

The Reach Higher program includes collaboration of the participating institutions, sharing of best practices, professional development, statewide marketing, and institutional marketing funds to be utilized for individualized marketing plans.

**Institutional Program Recommendations:** (describe detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements)

Recommendations	Implementation Plan	Target Date
Recommend allowing conditional entry with a 1.7 GPA.	Working with other institutions and regents now	Spring 2020
Recommend expanding the allowed general education mathematics course to encompass all pathway courses.	Working with other institutions and regents now	Spring 2020

Department/

Program Head \_\_\_\_\_

(Signature)

Date \_\_\_\_\_

VPAA \_\_\_\_\_

*Janet Wansick*  
(Signature)

Date November 15, 2019

**(7) Program  
Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
 (continued)

Institution submitting request: **Connors State College**

Program name and State Regents' three-digit program code to be modified:  
 Equine Certificate 081

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- ☒ Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- ☐ Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- ☒ Total credit hours for the degree will **NOT** change.
- ☐ Total credit hours for the degree **WILL** change from            to
- Explain:

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

[Click here to enter text.](#)

Number of new courses being added to course inventory:    7  
 List new courses being added to the course inventory:    AGEQ2225 Specialized Equine Training; AGEQ 2235 Advanced Performance Training; Ag Orientation AGRI 1111; AGRI 2041 Career Development in Agriculture; HORT 1013 Intro to Horticulture (N,L); AGRO 2124 Fundamentals of Soil Science; AGEQ 1113 Intro to Ag Economics (S);

Number of courses being deleted from course inventory:    1  
 List courses being deleted from the course inventory:    AGEQ 1132 Equine Evaluation

Reason for requested action (attach no more than one page if space provided is inadequate):  
 Update of Certificate and Course Names and Titles.

Will requested change require additional funds from the State Regents? ☒ No    ☐ Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

[Click here to enter text.](#)

---

Will requested change impact an embedded certificate? ☒ No ☐ Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. [Click here to enter text.](#)*

---

**For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics*, *Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
Not Applicable
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
Not Applicable
3. How does this mathematics course articulate with your partner institutions?  
Not Applicable

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

---

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

Current Curriculum	Proposed Curriculum																																																																																																																																				
<div><b>Certification of Achievement for Agricultural Equine Technology (CA)</b> <b>Minimum Certificate Hours</b> <b>30 HOURS</b></div> <div><b>Equine Technology Course Requirements</b> <b>20 Hours</b></div> <table><tr><th>Course</th><th>Hours</th><th>To Be Selected From:</th></tr><tr><td>AGEQ 1113</td><td>3</td><td>Skeletal Equine Anatomy</td></tr><tr><td>AGEQ 1123</td><td>3</td><td>Internal Equine Anatomy</td></tr><tr><td>AGEQ 1132</td><td>2</td><td>Equine Evaluation</td></tr><tr><td>AGEQ 1225</td><td>5</td><td>Basic Care and Training</td></tr><tr><td>AGEQ 1235</td><td>5</td><td>Advanced Care and Training</td></tr></table> <div><b>Support and Related Courses</b> <b>10 Hours</b></div> <table><tr><th>Course</th><th>Hours</th><th>Description</th></tr><tr><td>AGRI 2113</td><td></td><td>Microcomputers in Agriculture</td></tr><tr><td>BIOL 1114</td><td>3</td><td>General Biology</td></tr><tr><td>ENGL 1113</td><td>4</td><td>English Comp I</td></tr><tr><td>HIST 1483</td><td>3</td><td>History of US</td></tr><tr><td>or</td><td>3</td><td>History of US</td></tr><tr><td>HIST 1493</td><td></td><td>Art Appreciation</td></tr><tr><td>HUMN 1113</td><td>3</td><td>General Humanities</td></tr><tr><td>HUMN 2113</td><td>3</td><td>General Humanities</td></tr><tr><td>or</td><td></td><td>Varsity Athletics Fitness</td></tr><tr><td>HUMN 2223</td><td>1</td><td>Rodeo</td></tr><tr><td>PHED 1411</td><td>1</td><td>Varsity Athletics Fitness</td></tr><tr><td>PHED 1421</td><td>3</td><td>Rodeo</td></tr><tr><td>POLS 1113</td><td>3</td><td>American Federal Government</td></tr><tr><td>PSYC 1113</td><td>3</td><td>Government</td></tr><tr><td>SOCI 1113</td><td>3</td><td>Introduction to Psychology</td></tr><tr><td>SPCH 1013</td><td></td><td>Principles of Sociology</td></tr><tr><td></td><td></td><td>Principles of Listening</td></tr></table>	Course	Hours	To Be Selected From:	AGEQ 1113	3	Skeletal Equine Anatomy	AGEQ 1123	3	Internal Equine Anatomy	AGEQ 1132	2	Equine Evaluation	AGEQ 1225	5	Basic Care and Training	AGEQ 1235	5	Advanced Care and Training	Course	Hours	Description	AGRI 2113		Microcomputers in Agriculture	BIOL 1114	3	General Biology	ENGL 1113	4	English Comp I	HIST 1483	3	History of US	or	3	History of US	HIST 1493		Art Appreciation	HUMN 1113	3	General Humanities	HUMN 2113	3	General Humanities	or		Varsity Athletics Fitness	HUMN 2223	1	Rodeo	PHED 1411	1	Varsity Athletics Fitness	PHED 1421	3	Rodeo	POLS 1113	3	American Federal Government	PSYC 1113	3	Government	SOCI 1113	3	Introduction to Psychology	SPCH 1013		Principles of Sociology			Principles of Listening	<div><b>Certification of Achievement for Agricultural Equine Technology (CA)</b> <b>Minimum Certificate Hours</b> <b>30 HOURS</b></div> <div><b>Equine Course Requirements</b></div> <div><b>CERTIFICATE PROGRAM 10 hrs Required</b></div> <table><tr><td>AGEQ</td><td>1225</td><td>Basic Care and Training</td><td>5</td></tr><tr><td>AGEQ</td><td>1235</td><td>Advanced Care and Training</td><td>5</td></tr></table> <div><b>CERTIFICATE PROGRAM ADDITIONAL HOURS 10 hrs Required</b></div> <div><b>Pick any combination of courses below to satisfy the 10 credit hour requirement.</b></div> <table><tr><td>AGEQ</td><td>2225</td><td>Specialized Equine Training</td><td>5</td></tr><tr><td>AGEQ</td><td>2235</td><td>Advanced Performance Training</td><td>5</td></tr><tr><td>AGEQ</td><td>1113</td><td>Skeletal Equine Anatomy &amp; Tech</td><td>3</td></tr><tr><td>AGEQ</td><td>1123</td><td>Internal Equine Anatomy &amp; Tech</td><td>3</td></tr><tr><td>AGEQ</td><td>2412</td><td>Rodeo Sports &amp; Equine Performance</td><td>2</td></tr><tr><td>AGEQ</td><td>2422</td><td>Adv. 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	POLS	1113	American Federal Government	3
	<b>HUMANITIES (H)</b>			
	HUMN			3
	HUMN			3
	<b>SOCIAL &amp; BEHAVIORAL SCIENCES (S)</b>			
	AGEC	1113	Intro. to Agriculture Economics	3
	<b>ADDITIONAL GENERAL EDUCATION (A,H,N,S)</b>			
	AGRI	2113	Microcomputer Tech. in Ag	3
	AGRI	1111	Agriculture Orientation	1
	AGRI	2041	Career Development in Agriculture	1
	HORT	1013	Intro to Horticulture	3
	AGRO	2124	Fund. Of Soil Science	4

**(7) Program  
Requirement Change**

*Oklahoma State Regents for Higher Education*  
**REQUEST FOR PROGRAM MODIFICATION**  
 (continued)

Institution submitting request: **Connors State College**

Program name and State Regents' three-digit program code to be modified:  
Enterprise Development, Associate of Arts (675), Associate of Science (676)

**(7) PROGRAM REQUIREMENT CHANGES**

**NOTE: Information not included on the requested action may cause a delay in processing.**

Select all that apply:

- ☐ Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- ☒ Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- ☒ Total credit hours for the degree will **NOT** change.
- ☐ Total credit hours for the degree **WILL** change from            to

Explain:

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

Have a minimum of 2.0 graduation/retention GPA in past college course work. A provisional admission status may be granted to a student with a minimum 1.70 graduation/retention GPA, provided that an institutional review was conducted to determine whether the student could attain the requisite 2.0 graduation/retention GPA at the completion of all required coursework. Admission made under this provision must be reviewed and approved by the chief academic officer and reported to the Reach Higher Manager during the semester of admission. Reporting on the student's progress may be required. Satisfy all institutional requirements for completion of remedial coursework. A provisional admission status may be granted to a student not meeting this standard, however, all remedial coursework must be completed within 24 credit hours earned or within the first two semesters of enrollment in the Reach Higher program. Admission made under this provision must be reviewed and approved by the chief academic officer and reported to the Reach Higher Manager during the semester of admission. Reporting on the student's progress may be required.

Number of new courses being added to course inventory:	None
List new courses being added to the course inventory:	None
Number of courses being deleted from course inventory:	None
List courses being deleted from the course inventory:	None

Reason for requested action (attach no more than one page if space provided is inadequate):

The goal of modifying the admissions requirements for the Reach Higher Flex Finish program is to allow more flexibility in the admissions process for adult students who may have a lower GPA or have remedial coursework that needs to be completed. The modification would remove several barriers for adult learners and allow more students to begin the program and make progress towards completing their degree.

Will requested change require additional funds from the State Regents? ☒ No ☐ Yes

*If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).*

[Click here to enter text.](#)

Will requested change impact an embedded certificate? ☒ No ☐ Yes

*If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. [Click here to enter text.](#)*

### **For undergraduate degree programs only**

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.  
Applied Algebra, College Algebra, Functions and Modeling, and Statistics. Each of these pathways provide appropriate mathematical knowledge to meet the degree requirements.
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.  
Each of the listed mathematics courses listed provide skills that are appropriate to the degree.
3. How does this mathematics course articulate with your partner institutions?  
All of the listed courses transfer to our partner institutions.

*(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)*

Attach current and proposed degree program requirements and degree program objectives (on no more than three pages). **Indicate the changes clearly. Note any courses deleted from the course inventory. Asterisk any courses new to the course inventory.**

Please list the current curriculum requirements in the left column and the proposed curriculum requirements in the right column.

**Current Program**

<b>GENERAL EDUCATION REQUIREMENTS</b> <b>37 HOURS (Minimum)</b> (Check Catalog listings for prerequisites)*		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 Comp I ENGL 1213 Comp II*
Communication	3	SPCH 1113 Intro to Oral Communication
American History	3	HIST 1483 US History to 1865 <i>or</i> HIST 1493 US History since 1865
US Government	3	POLS 1113 Amer. Federal Government
Mathematics	3	MATH 1473 Applied Mathematics or MATH 1513 College Algebra
Sciences	7-10: (Lab 4-5 & Non-lab 3-5)	(need 1 lab science & 1 non-lab science)
Humanities	6	Any course designated (H) (See course descriptions for designations.) HUMN 1113 Art Appreciation HUMN 1123 Music Appreciation HUMN 2113 Ancient Greece-Mid Ages HUMN 2223 Renaissance – Present HUMN 2413 World Literature* HUMN 2300 Special Topics
Computer Literacy	3	COMS 1133 Fund. Of Computer Usage
Electives	3 - 4	One course from the following: Psychology, Sociology, Foreign Language or Fine Arts
		*Course has prerequisite. See Course Description section of catalog.
<b>PROGRAM REQUIREMENTS</b> <b>24 HOURS</b> (Check Catalog listings for prerequisites)*		
College Orientation	1	EDUC 1111
<b>CORE COURSES: General Studies (Check catalog for other elective options).</b> A minimum of <b>23 college-level hours</b> selected from student's area of interest as directed by the advisor. In accordance with Oklahoma state Regents for Higher Education policy. <b>50% of the courses should be liberal arts and sciences</b> (see listing below). Courses must be 1000 level or higher.		
Agriculture, (AGCM, AGED, AGLE, AGEQ <sup>2</sup> , AGRIAGRO, ANSI) Art (ART) Biological Sciences (BIOL) Business (BUSN) Child Development (CHDV) Chemistry (CHEM) Criminal Justice (CJPS) Education (EDUC) English (ENGL) <sup>3</sup> Family Consumer Science Education (FCSE) Geography (GEOG) History (HIST) Health (HLTH) Horticulture (HORT) Humanities (HUMN) Journalism (JORN) Mathematics (MATH) Music (MUSC) Nursing (NURS) Physical Education (PHED) <sup>4</sup> Political Science (POLS) Psychology (PSYC) Religion (RELI) Sociology (SOCI) Spanish (SPAN) Speech (SPCH) Statistics (STAT)		

<b>Total Hours: 61</b>		
Proposed Program		
<b>GENERAL EDUCATION REQUIREMENTS</b> <b>37 HOURS (Minimum)</b> (Check Catalog listings for prerequisites)*		
<b>Area</b>	<b>Hours</b>	<b>To be selected from:</b>
English Composition	6	ENGL 1113 Comp I ENGL 1213 Comp II*
Communication	3	SPCH 1113 Intro to Oral Communication
American History	3	HIST 1483 US History to 1865 <i>or</i> HIST 1493 US History since 1865
US Government	3	POLS 1113 Amer. Federal Government
Mathematics	3	MATH 1473 Applied Mathematics or MATH 1523 Modeling and Functions or MATH 1513 College Algebra or STAT 2013 Elementary Statistics
Sciences	7-10: (Lab 4-5 & Non-lab 3-5)	(need 1 lab science & 1 non-lab science)
Humanities	6	Any course designated (H) (See course descriptions for designations.) HUMN 1113 Art Appreciation HUMN 1123 Music Appreciation HUMN 2113 Ancient Greece-Mid Ages HUMN 2223 Renaissance – Present HUMN 2413 World Literature* HUMN 2300 Special Topics
Computer Literacy	3	COMS 1133 Fund. Of Computer Usage
Electives	3 - 4	One course from the following: Psychology, Sociology, Foreign Language or Fine Arts
		*Course has prerequisite. See Course Description section of catalog.
<b>PROGRAM REQUIREMENTS</b> <b>24 HOURS</b> (Check Catalog listings for prerequisites)*		
College Orientation	1	EDUC 1111
<b>CORE COURSES: General Studies (Check catalog for other elective options).</b> A minimum of <b>23 college-level hours</b> selected from student's area of interest as directed by the advisor. In accordance with Oklahoma state Regents for Higher Education policy. <b>50% of the courses should be liberal arts and sciences</b> (see listing below). Courses must be 1000 level or higher.		
Agriculture, (AGCM, AGED, AGLE, AGEQ <sup>2</sup> , AGRI, AGRO, ANSI) Art (ART) Biological Sciences (BIOL) Business (BUSN) Child Development (CHDV) Chemistry (CHEM) Criminal Justice (CJPS) Education (EDUC) English (ENGL) <sup>3</sup> Family Consumer Science Education (FCSE) Geography (GEOG) History (HIST) Health (HLTH) Horticulture (HORT) Humanities (HUMN) Journalism (JORN) Mathematics (MATH) Music (MUSC) Nursing (NURS) Physical Education (PHED) <sup>4</sup> Political Science (POLS) Psychology (PSYC) Religion (RELI) Sociology (SOCI) Spanish (SPAN) Speech (SPCH) Statistics (STAT)		
<b>Total Hours: 61</b>		

# A CLINICAL ROTATION AGREEMENT

between

MRHC - McAlester Regional Health Center

and

CONNORS STATE COLLEGE

**THIS AGREEMENT** is made and entered into as of \_\_\_\_\_ between Connors State College (the "School"), and MRHC (the "Facility").

1. Clinical Rotations. The School shall arrange clinical rotation experience ("Clinical Rotations") for Nursing Program students ("Students") at the Facility. The School and the Facility shall mutually determine the scope of the Clinical Rotation programs, the schedule of student assignments and the number of Students who may participate in the Clinical Rotations.

2. Term. The term of this Agreement shall be for the period of the Clinical Rotations, approximately three (3) years, commencing 11/3/19, and ending 11/7/22, unless terminated earlier as provided in this Agreement. After the initial term, this Agreement shall continue in effect for additional periods of three (3) years each unless one party notifies the other at least ninety (90) days prior to the end of the initial term or any extended term of its intent to terminate this Agreement at the end of such term, in which event this Agreement shall terminate at the end of the then current term. However, notification by a party of its intent not to renew shall not affect students currently enrolled and participating in Clinical Rotations.

3. Responsibilities of the School.

a. The School shall designate a School employee or another individual retained by the School (the "Clinical Instructor") to serve as the coordinator for the Clinical Rotations to work directly with Facility personnel and coordinate all the activities of Students.

b. The School shall designate one or more of its instructors or faculty members ("Instructors") to instruct and supervise Students during the Clinical Rotations.

c. The School shall provide a roster of the names of the Clinical Instructor, Instructors and Students (the "Roster"), along with a rotation schedule, to

MRHC

at the Facility before the Clinical Rotations begin.

d. For each Instructor and Student who will participate in the Clinical Rotations, the School shall provide to the Facility verification of the following immunizations and tests: (i) a complete Hepatitis B vaccination series (series of three or waiver); (ii) negative PPD or chest x-ray; (iii) MMR vaccination(s) or positive titer(s) and (iv) a written verification of varicella history, varicella vaccination or a varicella titer by a physician or a physician's designee; and (v) a TDAP and; (vi) a background check; and (vii) proof of negative urine drug screen.

e. The School shall require that each Student and Instructor before beginning the Clinical Rotations have current CPR certification that meets standards acceptable to the Facility.

f. The School shall instruct Students that they are not permitted to perform any of the following: (i) double-check on medications or blood products; or (ii) begin or discontinue blood products, chemotherapy, or experimental drugs and therapies.

g. The School shall instruct Students that they are not permitted to accept orders from physicians or other health care professional in person or by telephone or call a physician or physician's office to obtain an order.

h. The School shall require Students to have transportation to and from the Facility, to arrive and depart promptly and to park in areas designated by the Facility.

i. The School shall be responsible for all actions, activities and affairs of Students, the Clinical Instructor and all Instructors during the Clinical Rotations to the extent required by law.

j. The School shall be responsible for planning and implementing the educational program, including administration, programming, curriculum content, books and materials, faculty appointments, eligibility and admission criteria, Student selection, matriculation, promotion, graduation, Student performance evaluation, Instructor performance evaluation, references, and all academic aspects of the Clinical Rotation programs.

k. Ensure that students have received adequate information regarding Hazardous Communication and Standard Precautions prior to assignment to Hospital.

4. Responsibilities of the Facility.

a. The Facility shall designate a Facility employee to serve as its coordinator (the "Facility Coordinator") for the Clinical Rotations and to work directly with the

Clinical Instructor and Instructors to plan and coordinate the Clinical Rotations. The Facility may also designate one or more employees to serve as Clinical Instructors.

b. The Facility shall provide the Clinical Instructor with copies of the Facility's policies, rules, regulations and procedures that are applicable to Students' and Instructors' participation in the Clinical Rotations.

c. The Facility shall provide an orientation to the Clinical Instructor that includes a tour of the Facility and addresses any facilities or procedures of a particular Facility department pertinent to the Clinical Rotations.

d. The Facility shall permit Students and Instructors to assist in the provision of nursing or other ancillary health care services to Facility patients, but the Facility may restrict their activities, including any patient care activities, at the Facility.

e. The Facility shall provide parking in designated areas for Students and Instructors.

f. The Facility shall permit the School and its accreditation agencies to visit, tour and inspect the Facility's facilities and records relating to the Clinical Rotations on reasonable notice during the Facility administration's regular business hours, subject to requirements of patient confidentiality, legal compliance requirements of the Facility and minimizing disruption or interference with Facility operations, including patient care activities.

g. The Facility shall make its classrooms, conference rooms and library facilities available to the School for the Clinical Rotations, without charge, subject to availability and Facility policies regarding use of its facilities.

h. The Facility shall make available emergency care and treatment to Students and Instructors, as necessary, subject to its usual charges.

5. Conflicts and Removal of Students or Instructors. If a conflict arises between an employee of the Facility, on the one hand, and an Instructor or Student, on the other, the Clinical Instructor and Facility Coordinator shall intervene in an attempt to resolve the matter. The Facility may require that the School immediately remove a Student or Instructor from a Clinical Rotation when the Facility believes that the individual exhibits inappropriate behavior, is disruptive, does not comply with Facility rules or policies, or poses a threat to the health, safety or welfare of a patient, employee or any other person. In addition, upon receipt of the Roster or at any time after a Clinical Rotation begins, the Facility may refuse to allow any Student or Instructor to participate in the clinical Rotation if the individual has an unfavorable record with the Facility from previous employment, another clinical rotation or any other reason.

6. Representations and Warranties of the School. The School represents and warrants to, and covenants with, the Facility as follows:

- a. Each Student is currently enrolled at the School. Students who are under 18 years of age have obtained written permission of a parent or guardian to participate in the Clinical Rotation; if the Student is an emancipated minor, then the Student has furnished written authorization to participate in the Clinical Rotation.
- b. Students are required to wear uniforms with name badges issued by the School, be well-groomed and make a neat appearance while at the Facility.
- c. A Student may perform duties and procedures for which he or she has been prepared academically, but not any others.
- d. The School shall continuously monitor and evaluate the competence and performance of each Student and shall remove from a Clinical Rotation any Student who is not competent or qualified to participate in the Clinical rotation.
- e. The Instructors are duly licensed to practice Nursing in Oklahoma; the license of each Instructor is unrestricted; and each Instructor must keep his or her license current, in good standing and unrestricted during the entire term of this Agreement.
- f. The Instructors are experienced, qualified and currently competent to provide the services that are required of them for the Clinical Rotations and any services required of them under this Agreement.
- g. The School has provided the Clinical Instructor, Instructors and Students with training on the Facility's policies and procedures with respect to protected health information that is necessary and appropriate for them to carry out the activities contemplated by this Agreement as required by applicable provisions of the Health Information Portability and Accountability Act of 1996 and regulations.
- h. The School has not been excluded, debarred, or otherwise made ineligible to participate in any federal healthcare program as defined in 42 USC § 1320a-7b(f).
- i. All information that has been furnished to the Facility concerning the School, Students and Instructors is true and correct in all respects.
- j. All representations and warranties in this Agreement shall remain true and correct during the term of this Agreement. If any of the representations and warranties become inaccurate in any way, the School shall immediately notify the Facility.

7. Employees of the School. Other than any Facility employee designated as an Instructor as permitted in this Agreement, the School, and not the Facility, is the employer of the Instructors and Clinical Instructors. The School shall be responsible for (a) the compensation and benefits payable and made available to the Instructors and Clinical Instructors, and (b) withholding any applicable federal and state taxes and other payroll deductions as required by law.

8. Insurance Coverage.

a. State-Operated Institutions. This provision is applicable to Schools that are owned and operated by the State of Oklahoma. The School represents that it and its faculty are self-insured according to the Oklahoma Governmental Tort Claims Act. The School agrees to furnish verification of professional liability insurance covering the participating Students and Instructors. The Facility shall maintain insurance in amounts sufficient to cover its responsibilities under this Agreement. During the term of this Agreement, the School shall require Students and Instructors to maintain, and each Student and Instructor shall continuously maintain, professional liability insurance in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, and with such coverages as may be acceptable to the Facility. Upon request, the School shall arrange for the Students to provide a certificate of insurance to the Facility evidencing such coverage and shall notify the Facility immediately if any adverse change in coverage occurs for any reason. The policies shall provide that they may not be cancelled or terminated without giving the Facility at least thirty (30) days advance notice of cancellation or termination.

b. Institutions That Are Not State-Operated. This provision is applicable to Schools that are not owned and operated by the State of Oklahoma. During the term of this Agreement, the School shall continuously maintain for itself and for Students and Instructors professional liability insurance in the minimum amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate and with such coverage's as may be acceptable to the Facility. Upon request, the School shall provide a certificate of insurance to the Facility evidencing such coverage and shall notify the Facility immediately if any adverse change in coverage occurs for any reason. The policy shall provide that it may not be cancelled or terminated without giving the Facility at least thirty (30) days advance notice of cancellation or termination. The Facility shall maintain insurance in amounts sufficient to cover its responsibilities under this Agreement.

9. Termination.

a. Termination for Cause. The Facility may immediately terminate this Agreement for cause upon notice to the School upon the occurrence of any of the

following events: (i) the failure of the School to maintain insurance coverage as required by this Agreement; or (ii) the School fails to bar a Student from participating in a Clinical Rotation after the Facility has informed the School to remove a Student for reasons permitted under this Agreement.

b. **Termination for Material Breach.** If either party defaults by the failure to comply in all material respects with the terms of this Agreement, the other party may terminate this Agreement by giving at least thirty (30) days prior written notice to the defaulting party, specifying in reasonable detail the nature of the default, unless the defaulting party remedies the default within the thirty (30) day period. This provision shall not constitute an election of remedies by either party, and each party shall have and retain all rights and remedies that may be available at law or in equity in the event of breach or default by the other party.

10. **Responsibility for Actions.** Each party shall be responsible for its own acts and omission and the acts and omissions of its employees, officers, directors and affiliates. A party shall not be liable for any claims, demands actions, costs, expenses and liabilities, including reasonable attorneys' fees, which may arise in connection with the failure of the other party or its employees, officers, directors, or agents to perform any of their obligations under this Agreement. If the School is an agency or institution of the State of Oklahoma, the School's liability shall be governed by the Oklahoma Governmental Tort Claims Act.

11. **Disclaimer of Intent to Become Partners.** The Facility and the School shall not by virtue of this Agreement be deemed to be partners or joint venturers. Neither party shall incur any financial obligation on behalf of the other.

12. **Notices.** Any and all notices, consents or other communications by one party intended for the other shall be deemed to have been properly given if in writing and personally delivered, transmitted by electronic means, or deposited in the United States first class mails, postpaid, to the addresses or numbers set forth below the signatures of the parties.

13. **Confidentiality.** The School shall, and the School shall require Clinical Instructors, Instructors and Students to keep confidential and not divulge to anyone else any of the proprietary, confidential information of the Facility, including patient information, unless such information (a) is or becomes generally available to the public other than as a result of disclosure by the School or any of the Students, or (b) is required to be disclosed by law or by a judicial, administrative or regulatory authority. The School, Clinical Instructors, Instructors and Students shall not use such information except as required to provide patient care services in the Clinical Rotations.

14. **HIPAA Compliance.**

a. The School must, and the School shall require the Clinical Instructors,

Instructors and Students to appropriately safeguard the protected health information of patients, in accordance with applicable provisions of the Health Insurance Portability and Accountability Act of 1996, as it may be amended from time to time ("HIPAA") and applicable law. Instructors and Students may use and disclose protected health information solely for the education and treatment purposes contemplated by this Agreement.

b. With respect to information obtained or received from the Facility, the School shall: (i) not use or further disclose the information other than as permitted or required by this Agreement or as required by law; (ii) use appropriate safeguards to prevent use or disclosure of the information other than as provided for by this Agreement; (iii) report to the Facility any use or disclosure of the information not provided for by this Agreement of which the School becomes aware; and (iv) require that any agents, including a subcontractor, to whom the School provides protected health information received from, or created or received by the School on behalf of, the Facility agrees to the same restrictions and conditions that apply to the Facility with respect to such information.

15. Rights in Property. All supplies, fiscal records, patient charts, patient records, medical records, X-rays, computer-generated reports, pharmaceutical supplies, drugs, drug samples, memoranda, correspondence, instruments, equipment, furnishings, accounts and contracts of the Facility shall remain the sole property of the Facility.

16. Non-Discrimination. Except to the extent permitted by law, the School, Instructors and Students shall not discriminate on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran's status in the performance of this Agreement. The School represents that, except as permitted by law, all services are provided without discrimination on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran's status; that it does not maintain nor provide for its employees any segregated facilities, nor will the School permit its employees to perform their services at any location where segregated facilities are maintained. In addition, the School agrees to comply with Section 504 of the Rehabilitation Act and the Vietnam Era Veteran's Assistance Act of 1974, 38 U.S.C. Section 4212.

17. Facility Policies and Procedures. The School shall, and the School must require Instructors and Students to comply with the policies, rules and regulations of the Facility as provided to the School by the Facility.

18. Severability. The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision.

19. No Assignment. Neither party may assign its rights or delegate its duties under this Agreement without the prior written consent of the other.

20. Binding Effect. This Agreement shall be binding upon, and shall inure to the benefit of, the parties and their respective legal representatives, successors and permitted assigns.

21. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Oklahoma.

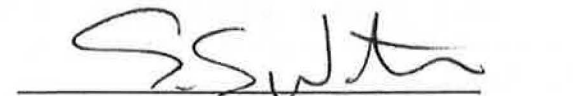
22. Rights Cumulative; No Waiver. No right or remedy conferred in this Agreement upon or reserved to the Facility is intended to be exclusive or any other right or remedy. Each and every right and remedy shall be cumulative and in addition to any other right or remedy provided in this Agreement. The failure by either the Facility or the School to insist upon the strict observance or performance of any of the provisions of this Agreement or to exercise any right or remedy shall not impair any such right or remedy or be construed as a waiver or relinquishment with respect to subsequent defaults.

23. No Third-Party Beneficiaries. This Agreement is not intended to confer any right or benefit upon, or permit enforcement of any provision by, anyone other than the parties to this Agreement.

24. Entire Agreement. This Agreement constitutes the entire understanding and agreement, of the parties with respect to its subject matter and cannot be changed or modified except by another agreement in writing signed by the parties.

AGENCY:

COLLEGE:

  
CONNORS STATE COLLEGE  
By: Dr. Ronald Ramming  
President  
CONNORS STATE COLLEGE  
By: Dr. Sandra Watson, DNP, FNP-C, APRN  
Division Chair of Nursing & Allied Health



### SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF OCTOBER 31, 2019

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	1	1,314.30	3	2,621.35	4	4,682.14
FEDERAL	1	3,156.86	1	11,789.06	10	20,781.70	3	16,254.61
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
<b>TOTAL</b>	<b>1.00</b>	<b>3,156.86</b>	<b>2.00</b>	<b>13,103.36</b>	<b>13.00</b>	<b>23,403.05</b>	<b>7.00</b>	<b>20,936.75</b>



# 2019 Connors State College Annual Security and Fire Safety Report

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### **A Message from the Chief**

Welcome to Connors State College!

As an organization, the CSC Police Department commits to working continually to earn the confidence of the students, faculty, staff and visitors of CSC. A confidence that will not be taken for granted. The department fulfills this commitment by providing the best and most professional services possible, and by striving to build a culture of trust, and open and honest dialogue, with the community it serves and among the people it employs.

The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act is the landmark federal law that requires colleges and universities across the country to disclose information about crime on campus and around their campuses. The "Clery Act" is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was sexually assaulted and murdered while asleep in her residence hall room in April 1986. For more information on the Clery Act visit the US Department of Education at <http://www2.ed.gov/admins/lead/safety/campus.html>

The CSC Police Department prepares this report to comply with the Clery Act. This report is prepared in cooperation with local law enforcement agencies in the area, Housing and Student Development, additional security authorities and other departments which may have information necessary to comply with the Clery Act. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrests and referral statistics include those reported to the Campus Police, designated campus officials (including but not limited to campus security authorities), and local law enforcement agencies. Crime statistics are collected from public property immediately adjacent to campus and all off campus locations either owned or controlled by the college. Copies of this report may be obtained at the following locations:

Connors Warner Campus-----700 College Rd. Warner, OK 74469  
Connors West Campus----2404 West Shawnee Ave. Muskogee, OK 74401  
Connors Port Campus-----4060 State College Drive Muskogee, OK 74403

The 2014 Annual Security Report is published to provide information about programs, services and statistical information in compliance with the Jeanne Clery Disclosure of Campus Policy and Crime Statistics Act. If you have any questions, or need additional information please contact the CSC Police Department at 918-463-6375 or E-mail [cscpolice@connorsstate.edu](mailto:cscpolice@connorsstate.edu) .

Respectfully,  
James Mendenhall  
Chief of Police

## **Reporting**

### ***Police Services:***

The Connors State College Police Department is responsible for law enforcement, security and emergency response on campus. Investigations may lead to the arrest of suspects, recovery of lost/stolen property and clearance of suspects of any wrong action, or recommendation and action to improve the safety of the college community.

The CSC Police Department is linked to city, county, state and federal criminal justice agencies. This relationship provides access to criminal records, wanted persons, stolen property and vehicle information. All crimes reported to the Connors State College Police Department are investigated and are referred for prosecution through the offices of the County Attorney and District Attorney when appropriate. Criminal matters involving students may also be referred to the college administration for disciplinary action.

Connors State College Police Officers are certified by the Oklahoma Law Enforcement Education and Training Standards (C.L.E.E.T.) and meet the established training Requirements of the State of Oklahoma.

All college peace officers operate under the authority of Title 74 Section 360.18, are armed with firearms and have complete police authority to apprehend and arrest anyone involved in illegal acts on-campus, areas immediately adjacent to the campus, and all property that is owned, leased, rented or otherwise under the control of CSC.

### **Security Officers**

Campus Security officers are responsible for crime reports, emergencies, traffic, and enforcement of laws regulating under-age drinking, the use of controlled substances, weapons, and other incidents which require police assistance. Security officers have a responsibility to remove alcohol from campus at any time and report it to the proper authority.

In the event a crime is reported on campus, the Campus Security responds immediately. All reported crimes are investigated. Follow-up investigations are conducted by CSC Police Department as necessary.

### ***Crime Reporting:***

Crime victims and witnesses to a crime, regardless of the crime, are encouraged to promptly report incidents to the Connors State College Police Department or other appropriate police agencies. To report a crime, the victim, if he or she elects to, or witness needs only to call the police and a police officer will meet them to gather information. An official report will be made with copies available to the victim after a completed investigation. Each month, the number of incidents in each category of crime are counted and reported to the Oklahoma State Bureau of Investigation, which in turn provides the information to the Federal Bureau of Investigation.

Each year, the FBI publishes a book of crime statistics, "Crime in the United States," which includes accurate accounting of the criminal incidents that occurred on the Connors State College campus.

To report a crime in progress, dial 911, or dial extension 6375 from a campus phone or call (918)463-6375 when off campus or using a cell phone.

### ***Crimes in Progress:***

To report a crime in progress, a person, victim or witness can dial 911, use one of the outside emergency telephones or call one of the listed police phone numbers provided. Any reporting method will stimulate the response of police, fire, ambulance or other first responders. In addition, the victim of a serious crime can request support personnel, such as ministers and rape crisis or domestic violence counselors, during or after reporting the incident.

Additionally, crime victims may be eligible for funds through victims' compensation laws administered by the local district attorney.

Prompt reporting of criminal activity to the police enables a quick response, a timely warning, and makes the campus safer for everyone.

*If you are the victim of a crime or witness to one, you should do the following:*

1. **Call the police immediately:** Dial 911 for emergencies or call Connors State College Police Department (918)463-6375.
2. **Obtain a description:** Attempt to obtain a description of the offender(s), including gender, age, race, hair, clothing and distinguishing features. Also attempt to obtain a description and license number of any vehicle(s) involved. Note the direction of travel of any offender(s) or vehicle(s) and report these to the police.
3. **Preserve the crime scene:** Do not touch any items involved in the incident. Close off the area of the incident, and do not allow anyone in the crime area until police arrive.

***Types of Crimes Reported to Police:***

- 1) **Sexual Assault:** If you are a sexual assault victim, report it to the police immediately. Preserve the physical evidence. Do not bathe, douche, use the toilet, or change clothing. If you have been raped, you should seek medical treatment immediately, regardless of whether you report the matter to the police.
- 2) **Telephone Harassment:** Obscene or threatening telephone calls should be reported to the police immediately. Other harassing phone calls should be reported if they persist. If you receive such a call, remain calm and hang up. Always record the exact time and date you received the call. This information will assist police investigators.
- 3) **Bomb Threats:** If you know of a bomb threat, contact CSC Police at 918-463-6375 or 911. Notify your supervisor, department head, or residential advisor and wait for further instructions. Record as much information about the call as you can remember.
- 4) **Burglary and Larceny:** Property crimes are the highest reported crimes on the CSC campus. To aid police in locating property, we recommend you always record the serial numbers of any items of value (such as computers, cell phones, televisions, etc.). If you feel you have been a victim of a property crime, report the incident immediately to the CSC Police at 463-6375
- 5) **Assault and Battery:** The best thing to do when confronted in an assault and battery situation is to try and escape and immediately notify the police by dialing 911.
- 6) **Other Crimes:** There are many other crimes which occur on campus. Generally, you should protect yourself and others and report information to police as soon as practical.

***Crime Disclosure:***

Connors State College policies and procedures require the publication of annual crime statistics. Included in this report are crimes reported to the Connors State College Police Department and other campus officials, including College Counseling Services, Residential Life, and Student Conduct Services, and local law enforcement.

The tables on pages 37,38 (Campus Crime Report) comply with the Clery Act.

The crime and arrest statistics reported are those that occurred within the jurisdictional boundaries of campus. They do not include off-campus private housing, which are within the Warner Police jurisdiction. Connors State College does report crime and arrest statistics for fraternities and sororities although they are within the jurisdictional boundaries of Warner. Crimes occurring on public property immediately adjacent to campus are also reported when available. Crime statistics concerning other locations are available at the Warner Police Department.

***Confidential Reporting of Crime:***

Confidential reporting of crimes is allowed at Connors State College. If, for a personal reason, a person does not wish to report an on-campus crime or suspected crime to the police, that person may anonymously report it by submitting the Anonymous Crime Tips form on the Connors State College Website or by calling any of the following numbers:

CSC Police Department.....	(918)463-6375
Coordinator of Residential Life.....	(918)463-6296
Vice-President of Academic and Student Affairs .....	(918)463-6328
Dean of Students.....	(918)463-6351

#### ***Reporting Suspicious Activity:***

- If you see any suspicious activity or person on or near the College campus, it is your responsibility to call the College Police at 918-463-6375 or 911 for emergencies.
- Do not assume what you see is an innocent activity or that another individual has already called the police. Do not worry about being embarrassed; rather, think about what could happen if you do not act.

#### ***Suspicious persons may include:***

- Person loitering about at unusual hours and locations.
- Person running, especially if the person is carrying something of value.
- Person exhibiting unusual mental or physical symptoms. Person could be under the influence of drugs or needing medical or psychiatric assistance.
- Person carrying property that might be suspicious, depending on the circumstances.
- Person going from room to room trying door knobs.
- Person going from door to door trying to gain access into a building.

#### ***Other unusual situations:***

- Open or broken doors or windows.
- Unusual noises — anything suggestive of foul play, danger, or illegal activity.
- Person sitting in parked vehicle for an extended period of time.
- Vehicles driving slowly in a parking lot at night.
- Any person not affiliated with the College community.
- Do not assume the person may be a visitor or College staff that you have not seen before. Call the College Police immediately.

#### ***Campus Security Authorities:***

The U.S. Department of Education defines campus security authorities as:

- A campus police department or a campus security department of an institution.
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department (e.g., an individual who is responsible for monitoring the entrance into institutional property).
- Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings.

#### **DESIGNATED CAMPUS SECURITY AUTHORITIES**

The following individuals are designated campus security authorities:

Director of Public Safety  
All Sworn Police Officers  
All Communication Officers  
Director of Athletic Programs  
Head Coaches for Athletic Teams  
Assistant Coaches for Athletic Teams  
Chief Facility Office  
Manager of International Students and Scholars  
Coordinator of Leadership Development  
Advisors of Sports Clubs

Career Services  
 Residential Life  
 Residence Assistants  
 Health Services and Wellness Center  
 Campus Life Administration  
 Counseling Services  
 Student Disability Services  
 College Conduct Officers  
 Advisors for Student Groups (who are also affiliated with the college)  
 Directors of Physical Plant Services  
 Managers of Physical Plant Services  
 Academic Advisors  
 Vice President for Student Affairs  
 Coordinator for Special Events

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. A professional counselor is defined as "An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification."

#### **Timely Warnings:**

The CSC Police carefully review all reports of criminal activity and, when appropriate, warn the CSC community of serious crimes or threats occurring on or near campus.

Upon completion of reviewing all information, the CSC Police may provide warnings to the CSC community. These warnings are posted on the Campus website located at <http://www.connorsstate.edu>. Depending on the nature and level of the threat, other forms of media may be also used to disseminate timely warnings. These may be sent via voice mail, or timely warnings sent electronically to campus email accounts. Timely warnings will be made as soon as is safely practical.

Timely warnings now include changes in homeland security as threat levels are elevated or reduced. Current warnings, including the level of threat and pertinent information are posted on the website.

#### **Emergency Notification System:**

In the event of a campus emergency, Connors State College may use a variety of tools to communicate to the campus and the public. Depending on the nature of the emergency, CSC may use all or some of the following:

- **Text Alerts** – The "Cowboy Alert" system is available to all campus faculty, staff, and students. You can register your cell phone to receive a text message through your C-key account at <https://app.it.okstate.edu/okey/connors/>.
- **PA System** – Various campus buildings have PA systems that can alert those in the building of an emergency situation and provide response details.
- **College Group Email** – The College may send "urgent" e-mails to the entire campus providing notification and directions during an emergency.
- **Social Media** – CSC will use Facebook, Twitter, and other social media tools to provide updates on campus closures or emergency situations.
- **Cable TV/Campus Monitors** – CSC has the ability to override the campus cable system, providing emergency notification via the campus TV system in many College buildings and residential housing.
- **Local Media** – The CSC Communications office works with local media – radio, television, and newspapers – to help announce and update campus closures or emergency situations.
- **Weather Radios** – Various offices across campus have weather radios that provide the latest in severe

weather information.

- **Patrol Car Announcements** – Campus police vehicles are equipped with PA systems that allow officers to communicate during emergencies.
- **Calling Trees** – Many College departments and organizations have call trees in place to notify their employees and students of an emergency situation.

The CSC Police Department and the Vice President for Administration or designee are typically the ones who deliver emergency information to College administration. Upon receiving information, administration will without delay, and taking into account the safety of the community, determine the content of any emergency notification and initiate a notification, unless issuing a notification will, in the professional judgement of the responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In emergency situations where immediate action is required, CSC Police may activate sirens and employ other resources.

Connors State College campus could be subjected to a situation requiring evacuation at any time. Because of this the CSC Department of Public Safety has developed an evacuation plan in collaboration with a number of College and community partners. The plan was developed to outline an evacuation procedure that protects the health, safety and welfare of all students, faculty, staff and visitors. Authority to issue a campus evacuation order rests with the President of the College or designee and is based on the situational observations by the CSC Department of Public Safety. Once an evacuation has been ordered the College Emergency Operations Center will be activated and will lead and manage the process. In addition to notifying the campus community, the College will also inform the local community as soon as reasonably practical. CSC Communications will coordinate all messaging to both on and off campus communities as well as media outlets. CSC's Manager of Emergency Preparedness works with the College's Information Technology Department, the City of Warner, Muskogee and Muskogee County to maintain our emergency communication system(s) and schedule routine tests on at least an annual basis of each method available to the campus.

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#### **Missing Student Notification**

In accordance with Section 485 of the Higher Education Act, 20 U.S.C. § 1092(j), Connors State College has developed this investigation and notification policy regarding students who reside in on-campus housing and have been reported as missing.

Any report to a College official or campus security authority indicating that a student who resides in on-campus housing is missing shall be referred immediately to the Connors State College Police Department, and an investigation shall be conducted. If the initial investigation determines that the student is missing, the following persons shall be notified:

- 1) ***A confidential contact person designated by the student:***  
Students have the option of identifying a person of their choice to be contacted in the specific case they are determined missing. Students can choose to identify the same person as their general emergency contact or identify a different person who is more likely to know their whereabouts if determined missing (for example a roommate, close friend, or in-town relative might be more familiar with your daily movements than out-of-town family or friends). Their choice can be entered and kept updated on their C-Key account services page at <https://app.it.okstate.edu/okey/connors/>. The person you designate and their contact information shall be considered confidential and is only to be accessed by College officials after the student has been reported missing. This confidential contact person database can be used by any CSC student, whether they live on-campus or not.
- 2) ***The student's custodial parent(s) or legal guardian(s), if the student is under 18 and not an emancipated minor.***
- 3) ***Local law enforcement authorities:***  
The Connors State College Police Department will work with other law enforcement agencies, if necessary, once a student is determined to be missing.  
College officials may elect to notify additional persons determined to be appropriate and consistent with the Family Education Rights and Privacy Act, 20 § 1232(g).

**IMPORTANT:** Students are encouraged to share pertinent information with family and friends when leaving campus or taking trips. Sharing this information will enable College staff, as well as family and friends, to contact you if the need arises. In addition, students are encouraged to periodically update their emergency contact information in C-Key.

### **Safety**

#### ***Harassing Phone Calls:***

Telephone harassment is both a nuisance and a crime and will not be tolerated on the Connors State College campus.

**If you are a victim of telephone harassment, please follow these steps:**

- 1) As soon as you realize the nature of the call, HANG UP. Remain calm and replace the receiver on the telephone as you would for any call.
- 2) Do not talk or try to discover the caller's identity.
- 3) If calling persists, or if any call is obscene or threatening, call CSC Police at 918-463-6375. If off campus, call the agency within the jurisdiction you live and report the activity.
- 4) If calling persists, keep a time log of calls received, what was said by all parties, and a description of the voice.

#### ***Medical Emergencies:***

***Steps to take in medical emergencies:***

- 1) Do not move the patient unless his or her life is in danger.
- 2) Have someone stay with the patient until help arrives.
- 3) If on campus, call CSC Police at 918-463-6375 or 911. If off campus, call Warner, Muskogee Police Department at 911. Tell them your name, your exact location, and a brief description of the problem. Do not hang up until told to do so.
- 4) Meet emergency personnel to guide them to the patient.

#### ***Medical Illness and Minor Injuries:***

The Health & Wellness Center Services is a primary (outpatient) healthcare facility designed to provide cost-effective healthcare and health information to the students at Connors State College.

***Location:*** 806 N Campbell, Warner

#### ***Hours accessible:***

8:00 a.m. - 5:00 p.m. Monday-Friday, throughout the year

***For appointments call 918-463-2837.***

For all other medical services or major medical emergencies, go to the EASTSTAR Emergency Room, located at 300 Rockefeller Dr. Muskogee, OK or call 918-682-5501 for further information.

#### ***Natural Disasters:***

The following information is offered as a guideline to aid you in determining what action you should take in the event of severe weather.

**Tornado WATCH:** This means conditions are such that storms capable of producing a tornado may develop.

**Tornado WARNING:** This means that either a tornado has been sighted or it is highly probable that one will develop.

The **TORNADO TAKE COVER SIGNAL** is a 3 to 5 minute STEADY sound on the storm sirens. This signal will be sounded on the large sirens located in the College area, on the main campus, and those installed throughout the City of Warner, Muskogee. If the sirens sound again, it is further warning – NOT an all-clear signal.

Persons should seek IMMEDIATE shelter in a basement or lower floor, interior corridors, or interior rooms. If you are in an open-span area such as a gymnasium, auditorium, or warehouse, go to the wall farthest from windows or glass, crouch down against the wall, and protect your head with your arms. STAY AWAY from windows and exterior doors. If caught

outside a building, lie flat on the ground, face down, preferably in a ditch or depression, but be alert for flash floods.

The CSC Police will open designated “SEVERE WEATHER REFUGE” areas in case of storm activity after regular hours. Use caution when traveling to these buildings. A list of designated “SEVERE WEATHER REFUGE LOCATIONS” areas can be found at: <http://connorsstate.edu/wp-content/uploads/2011/09/Emergency-Preparedness-Guide-2014.pdf>.

Persons with disabilities and persons who are mobility impaired must also make plans. If a power outage occurs during severe weather, elevators may not work. Always go to an interior room or closet.

#### ***Facilities Access:***

Connors State College is comprised of many buildings that serve varied functions and satisfy the diverse needs of its students, faculty, and staff. These facilities are readily accessible to students, faculty, and staff during normal working hours.

It is CSC policy to lock the doors of buildings that are not in use. Many buildings, including residence halls, have key or electronic door locks for after-hours security. However, when working or studying in buildings after normal working hours, it is suggested that individual offices be locked, based upon the assumption that unrestricted access to the building is possible.

Some buildings on campus are rarely locked, at the department’s request, since students study and work on projects all hours of the day and night. Again, individual offices should be locked by the user on the presumption that the building is accessible.

Residence halls have open access between the hours of 6 a.m. to midnight, Sunday through Thursday, and 6 a.m. to 2 a.m. on Friday and Saturday. During non-access hours, most residence hall doors are locked, although instances of propped doors have occurred. Residents are encouraged to take security precautions in the halls and rooms. Individual rooms should be locked at all times for your safety.

#### ***Persons with Disabilities:***

If a classroom, office, or meeting space is physically inaccessible, contact the Coordinator of Student Disability Services for information and assistance at 918-683-6215.

#### ***Lost and Found:***

The Connors State College Lost and Found is located at the CSC Police Department. Additionally, there are lost and found areas located in other campus buildings. After a certain period of time, all buildings and offices are encouraged to forward any found items to the CSC Police Department to maintain a central location for persons seeking lost property.

The CSC Police Department will maintain a database of items reported missing and cross-check them with items submitted to lost and found. The identified owners will be notified immediately, and arrangements will be made to return the property. Any unidentifiable or unclaimed property will be held for six months and then disposed of or sold at auction.

#### ***Transportation:***

##### ***Safety Tips for Vehicle Operators***

- Always stop for pedestrians in crosswalks.
- Watch your “blind spot” for other traffic, such as bicycles and pedestrians, overtaking you when making right turns.
- Always behave in a predictable manner and use turn signals. Other traffic may not always see you or recognize your intentions.
- Oversized vehicles must watch for bicycles, pedestrians, and other traffic when turning.
- Always be mindful of the speed limit. The posted speed limits on campus are much slower than regular city streets due to the close quarters of campus and the high volume of pedestrians.

- The State of Oklahoma currently has a “Distracted Driving” law. This law prohibits a driver from using anything which would distract the driver from devoting their full time and attention to the operation of the automobile.

### ***Pedestrian Right of Way***

Walking is a primary mode of transportation around Connors State College, so it is important for pedestrians to remember that they are also subject to traffic control signals. While vehicles must yield to pedestrians in a clearly marked crosswalk or intersection, pedestrians must yield to vehicles when crossing anywhere else. Even though vehicles are required to yield, always remember to make eye contact with the driver before proceeding into the path of an oncoming vehicle. Pedestrians are also required by law to obey Pedestrian Control Signals (PCS) when crossing at an intersection where those are in use. Only cross at an intersection when the PCS signifies for them to cross. A green light for motor vehicles does not allow a pedestrian to cross if the PCS is present.

### ***Seatbelt Safety***

The state law in Oklahoma requires both the driver and the front seat passenger to have a properly fastened safety belt when the vehicle is in motion. Since this is a State College owned by the State of Oklahoma, all traffic ways are considered public thus requiring seat belts at all times a vehicle is in motion. All passengers under the age of 13 are required to wear seatbelts or be placed in a child passenger restraint system and the safest place for them is the back seat.

### ***Bikes on Campus***

In Oklahoma, a bicycle is considered a vehicle when operated on the roadway. As a result, bicycles are subject to the same responsibilities and regulations as motorists. The same fines apply to motorists and bicyclists for traffic violations, such as failing to yield to pedestrians, running a stop sign or red light, going the wrong way on a one way street, or riding on the wrong side of the road. Additionally, there are laws specific to bicycle operators, such as a mandatory white front light and red rear light if the bicycle is being ridden between sunset and sunrise and an allowance for only one person per permanently affixed seat.

### ***Homeland Security:***

#### ***National Terrorism Advisory System:***

The National Terrorism Advisory System, or NTAS, replaced the color-coded Homeland Security Advisory System (HSAS). This new system will more effectively communicate information about terrorist threats by providing timely, detailed information to the public, government agencies, first responders, airports and other transportation hubs, and the private sector.

#### ***NTAS Alerts***

After reviewing the available information, the Secretary of Homeland Security will decide, in coordination with other federal entities, whether an NTAS Alert should be issued. NTAS Alerts will only be issued when credible information is available.

These alerts will include a clear statement that there is an **imminent threat** or **elevated threat**. Using available information, the alerts will provide a concise summary of the potential threat, information about actions being taken to ensure public safety, and recommended steps that individuals, communities, businesses and governments can take to help prevent, mitigate or respond to the threat.

The NTAS Alerts will be based on the nature of the threat: in some cases, alerts will be sent directly to law enforcement or affected areas of the private sector, while in others, alerts will be issued more broadly to the American people through both official and media channels.

The NTAS Alerts recognize that Americans all share responsibility for the nation’s security, and should always be aware of the heightened risk of terrorist attack in the United States and what they should do. Connors State College will strive to maintain a regular class schedule; however, the campus may find itself under a state of high alert necessitating increased security to help ensure the safety of all campus residents and visitors.

When a state of high alert exists, CSC will strictly follow Homeland Security guidelines in implementing greater protective measures for all of those concerned. There will be an increased presence of police officers and security in and around all campus facilities, residence halls, and classrooms. As conditions warrant, CSC's Emergency Operations Center will be activated where key staff will assemble to make appropriate decisions for further increases in security measures.

It is a simple fact of life that people lose things. While frustrating at the best of times, the "loss" can be costly if the item lost was a set of keys or swipe card for a "secure" environment. This loss could be significant if the security breach leads to theft, vandalism, or sabotage; but, it can be dire if it leads to a terrorist obtaining access to a secure area of a water treatment plant, a power distribution center, or a biological or chemical laboratory. Any loss of keys or swipe cards should be reported to the CSC Police immediately.

Everyone is encouraged to be especially vigilant about unexplained or suspicious packages in their areas. At special events or large gatherings, purses, packages, and briefcases will be subject to search. Everyone should be prepared for emergencies and interruptions and review emergency and evacuation plans for their areas.

Please keep in mind that one of the objectives of terrorism is to frighten and disrupt activities of the College. To the extent possible, we want to continue normal activities of the College, but with a greater level of caution.

### **Prevention**

#### ***Alcohol and Drug Awareness:***

Connors State College seeks to encourage and sustain an academic environment that respects individual freedoms and promotes the health, safety, and welfare of its students, faculty, staff, and visitors. These participants are expected to know and follow the applicable laws and all College rules and regulations. Each person is responsible for his/her own behavior.

Connors State College complies with the Drug-Free Schools and Communities Act Amendments of 1989. This act requires that Connors State College certify it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in order to remain eligible for federal financial assistance. As set forth in local, state, and federal laws, and the rules and regulations of the College, Connors State College prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees in buildings, facilities, grounds, or other property owned and/or controlled by the College or as part of College activities. With limited exceptions, beer and alcohol are not allowed on campus. Since July 1, 2000, students who are convicted of an offense involving the sale or possession of a controlled substance may become ineligible for federal student aid. For the College's complete drug and alcohol policy regarding the Drug-Free School and Communities Act, request the Connors State College Student Code of Conduct, Connors State College Drug and Alcohol Policy, or the CSC Dangers of Drugs and Alcohol Abuse pamphlets.

Any student or employee of the College who has violated this prohibition shall be subject to disciplinary action including, but not limited to, suspension, expulsion, termination of employment, referral for prosecution and/or completion, at the individual's expense, of an appropriate rehabilitation program. Any disciplinary action shall be taken in accordance with applicable policies of the College.

#### ***Other resources:***

Local Drug/Alcohol Treatment Resources  
Green Country Behavioral Health Services  
619 N. Main  
Muskogee, OK 74401  
918-682-8407

MCCOYS Counseling  
4009 Eufaula Ave  
Muskogee, OK 74401  
918-682-2841

Monarch Inc.  
2310 W. Broadway  
Muskogee, OK 74401  
918-682-7210

### ***Crime Prevention:***

Crime prevention is defined as the anticipation, recognition, and appraisal of a crime risk, and the initiation of some action to remove or reduce that risk. Many campuses around the country investigate and make public the nature and quantity of crimes, as well as how crimes are investigated. Connors State College subscribes to that approach and further believes that the public should know how active the CSC Police are in crime prevention and detection. CSC has experienced success at reducing and preventing crime. Some of the notable efforts are:

- Emergency 911 dialing
- 24-hour preventive patrols
- Campus patrolled by uniformed officers on foot
- Campus patrolled by officers on Gators side-by-side carts.
- Burglar alarms in key areas
- staff in residence halls
- Custodial staff occupies academic buildings after hours and provides information to the CSC Police about suspicious activity or persons in or around the buildings
- Crime prevention seminars and presentations conducted each semester with staff and student groups
- Sexual assault presentations and seminars conducted upon request on a continual basis
- Safe Walk escort service on campus.
- Crime prevention pamphlets provided to students and employees
- Some parking lots and areas monitored by surveillance cameras
- Lighting surveys
- Beginning with the fall 2015 semester all students are required to complete a 45 minute, online, interactive training that addresses the prevention of sexual misconduct and effective bystander intervention techniques to help combat sexual misconduct in the CSC community. Failure to complete the training will result in students being unable to enroll in classes in subsequent semesters. Faculty and staff are required to complete a similar training as well.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

In addition to seminars, information is disseminated to students and employees through crime prevention awareness packets, security alert posters, displays, videos, and articles and advertisements in College and student newspapers.

In addition to preventing crime, considerable effort is devoted to crime intervention. All reported crimes are investigated immediately. Follow-up investigations occur to identify the offenders. Where multiple incidents occur, surveillance techniques may be implemented to help apprehend violators. When caught, offenders are dealt with through the Muskogee County court system or Warner City court system and CSC Student Conduct Education and Administration, when appropriate. The CSC Police Department encourages the accurate and prompt reporting of criminal incidents, no matter how insignificant or small. Victims are encouraged to assist in police investigation and subsequent filing of charges. Through these measures, CSC will become a safer community.

To schedule a crime prevention visit or presentation, please Call: 918-463-6377.

### ***Safety Tips:***

#### ***Property Protection:***

- 1) Lock your door whenever you leave your room for any length of time or when sleeping.
- 2) Secure your vehicle. Close all windows and lock all doors.
- 3) Never prop open any door.
- 4) Adequately protect all valuables in your room, such as wallets, jewelry, credit cards, cash, and computers. Do not leave valuables or cash in plain view.
- 5) Protect your books and put your name in them. Do not leave them in public places.
- 6) Do not loan your keys to anyone.
- 7) Never hide your keys outside your apartment or room. Do not put your name or address on your key rings.
- 8) Take all valuable items home with you during vacations.
- 9) When in a public place, keep valuable possessions out of sight. If you must leave an area for any length of time, take personal items with you.
- 10) Participate in "Operation Identification" in cooperation with the CSC Police Department.

***Operation Identification*** is a crime prevention project to protect your possessions from theft.

- 1) Obtain Operation Identification materials from the CSC Police.
- 2) Itemize your possessions on a file card. Record the descriptions and serial numbers of valuables.
- 3) Retain file cards in a safe location in the event the information is needed.
- 4) The CSC Police has available an electric engraver that you may use to engrave your license number or other identifying marks on your valuables.
- 5) Refrain from using social security numbers due to increased incidents of identity theft.

**Note:** Computers, Blu-ray players, iPods, computer game systems, bicycles, cash, and jewelry are items particularly susceptible to theft.

### ***Personal Safety:***

#### ***At home, in an apartment building, or in a residence hall:***

- 1) Keep your room door locked when you are napping or sleeping.
- 2) Never let unauthorized persons come into your room, enter residence halls, or enter apartment security doors. Always ask to see proper identification.
- 3) Never prop open inside or outside doors.
- 4) Do not hide keys outside of your room or apartment. Do not put your name or address on your key rings.
- 5) Avoid working or studying alone in a campus building.
- 6) Never dress in front of a window. Close blinds or curtains after dark.
- 7) If you are awakened by an intruder inside your room, do not attempt to apprehend the intruder. Try to get an accurate description of the intruder and then call the police.
- 8) Any suspicious activity should be reported to the CSC Police immediately.

#### ***When driving:***

- 1) Have your car keys in hand when approaching your vehicle so you can enter quickly.
- 2) Always check underneath your car upon approach and in the rear seat for intruders before entering your automobile.
- 3) Lock your doors and keep windows rolled up whenever possible.
- 4) Drive on well-traveled and well-lit streets.
- 5) Never hitchhike, and never pick up hitchhikers.
- 6) If someone tries to enter your stopped vehicle, sound the horn and drive to a safe area such as a convenience store.
- 7) If your vehicle breaks down, ask any person who stops to help to call the police. Do not allow any person access to you or inside your car. Roll down your window no more than an inch. Be aware that an accident may be staged to provide the other driver an opportunity to commit a criminal act.
- 8) Leave enough room between your car and the one ahead so you can drive around it if necessary.
- 9) Call ahead when driving to your home or apartment late at night and have someone watch you walk from your car to the residence.
- 10) Limit distractions such as cell phones, and do not text and drive.

***While walking or jogging:***

- 1) Avoid walking or jogging alone, and try not to walk or jog after dark.
- 2) Avoid dark or vacant areas. Walk along well-lit routes.
- 3) Be alert to your surroundings. If you suspect you are being followed: Run in a different direction, go to the other side of the street and yell for help, or move quickly to a lighted area, a group of people, or a emergency phone.
- 4) Have your keys ready when returning to your residence hall or apartment. Keep your personal or valuable items concealed and close to your body.
- 5) Avoid wearing headphones when walking or jogging. Always be aware of your surroundings and practice risk avoidance techniques.
- 6) Limit distractions such as cell phones and avoid texting.

**Sexual Violence**

Connors State College takes acts of sexual harassment, which include sexual violence, extremely seriously and believes that 1 victim is 2 many. The following information, consistent with U.S. Department of Education Title IX guidance, provides details on the College response, resources, and remedies to sexual violence. The College hopes that you will help us in our efforts to maintain a safe and productive environment for all members of our community to live, learn and be successful by uniting as a community committed to ending sexual violence and sexual harassment.

Sexual harassment and sexual violence are forms of gender discrimination that are not tolerated at CSC. The College strongly encourages victims to report all acts of gender discrimination. Additionally, students have the option of filing a formal complaint with Student Conduct Education and Administration as well as with the police. Please be aware that even if an individual chooses not to file a formal complaint, the College may take interim measures, such as changing academic schedules and housing arrangements. These measures may be taken to provide safety for the victim in the educational setting.

Connors State College does not discriminate on the basis of race, color, national origin, sex, qualified disability, religion, sexual orientation, gender identity, veterans' status, genetic information or age in its program and activities. Therefore, the College will address all complaints of sexual harassment, including sexual violence, the same, regardless of whether the complainant (person filing the complaint) or respondent (person the complaint is filed against) is of a protected class or sex.

Where it is determined that sexual misconduct is more likely than not to have occurred, College conduct sanctions can include suspension or expulsion. Even if law enforcement and criminal justice authorities choose not to prosecute a particular incident, the College may still pursue the incident through the student conduct process. All student conduct processes are separate from law enforcement investigations. In instances where gender discrimination is not addressed through the student conduct system, the College still has the obligation under Title IX to take immediate action to eliminate the harassment, prevent its recurrence and address its effects, irrespective of formal legal processes.

***Sexual Harassment***

Sexual harassment is unwelcome sexual advances, requests for sexual favors and other verbal or physical contact or communication of a sexual nature when:

- a. Submission to such conduct or communication is made either explicitly or implicitly as a term or condition of educational benefits, employment, academic evaluations or other academic opportunities,
- b. Submission to or rejection of such conduct or communication by an individual is used as the basis for an employment decision or academic decision affecting such individual, or
- c. Such conduct is sufficiently severe, pervasive or persistent and objectively offensive that it has the effect of creating an intimidating, hostile or offensive environment that negatively affects an individual's academic or employment environment.

Sexual harassment does not include verbal expressions or written materials that are relevant and appropriately related to course subject matter or curriculum, and this policy shall not abridge academic freedom or the College's educational mission.

Sexual harassment can create a hostile environment. Sexual harassment should be reported even if it doesn't reach the point of creating a hostile environment. A hostile environment is defined as subjectively and objectively offensive and sufficiently severe or pervasive to alter the conditions of the victim's educational, employment or College environment.

Sexual harassment could occur off-campus and still have an effect on an individual's educational, employment or College environment as well as create a hostile environment. A one-time non-consensual contact could also create a hostile environment.

Examples of behavior that could be sexual harassment:

- Unwelcomed sexual flirtation, advances or propositions of sexual activities.
- Asking about someone else's personal, social or sexual life or about their sexual fantasies, preferences or history.
- Discussing your own personal sexual fantasies, preferences or history.
- Repeatedly asking for a date from a person who is not interested.
- Whistles, cat calls or insulting sounds.
- Sexually suggestive jokes, innuendoes or turning discussions into sexual topics.
- Sexually offensive or degrading language used to describe an individual or remarks of a sexual nature to describe a person's body or clothing.
- Calling a person a "hunk," "doll," "babe," "sugar," "honey," or similar descriptive terms.
- Displaying sexually demeaning or offensive objects and pictures.
- Making sexual gestures with hands or body movements.
- Rating a person's sexuality.
- Unwelcomed touching of a person's body including massaging a person.

### ***Sexual Violence***

Sexual violence is physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent. A number of different acts fall into the category of sexual violence, including sexual misconduct, stalking, dating violence, and domestic violence.

### ***Sexual Misconduct***

Sexual misconduct is a broad term encompassing any non-consensual contact of a sexual nature. Sexual misconduct may vary in severity and consists of a range of behavior or attempted behavior including, but not limited to, the following examples of prohibited conduct:

#### **a. Unwelcome sexual touching**

The touching of an unwilling or non-consensual person's intimate parts (such as genitalia, groin, breast, buttocks, mouth or clothing covering same); touching an unwilling person with one's own intimate parts; or forcing an unwilling person to touch another's intimate parts.

#### **b. Exposure**

Engaging in indecent exposure, sexual acts in a public place, voyeurism, or non-consensual sharing of sexually explicit images.

#### **c. Non-consensual sexual assault**

Penetrating any bodily opening of an unwilling or non-consensual person with any object or body part.

#### **d. Forced sexual assault**

Penetrating any bodily opening of an unwilling or non-consensual person with any object or body part that is committed either by force, threat, intimidation, or through exploitation of another's mental or physical condition (such as lack of consciousness, incapacitation due ingestion of drugs or alcohol, age, or mental disability) of which the respondent was aware or should have been aware.

***Sexual assault:***

- a. rape, or rape by instrumentation, as defined in Sections 1111, 1111.1 and 1114 of [Title 21], or
- b. forcible sodomy, as defined in Section 888 of [Title 21].

21 Okla. Stat. § 142.20.

***Rape (as used in the definition for “sexual assault”):***

A. Rape is an act of sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:

1. Where the victim is under sixteen (16) years of age;
2. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
3. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
4. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
5. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
6. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;
7. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim
8. Where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of the same school system; or
9. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant.

B. Rape is an act of sexual intercourse accomplished with a male or female who is the spouse of the perpetrator if force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person.

21 Okla. Stat. § 1111

***Rape by instrumentation (as used in the definition of “sexual assault”):***

Rape by instrumentation is an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided, further, that at least one of the circumstances specified in Section 1111 of this title has been met; further, where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or

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private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime. Provided, further, that at least one of the circumstances specified in Section 1111 of this title has been met; further, where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant. Except for persons sentenced to life or life without parole, any person sentenced to imprisonment for two (2) years or more for a violation of this section shall be required to serve a term of post-imprisonment supervision pursuant to subparagraph f of paragraph 1 of subsection A of Section 991a of Title 22 of the Oklahoma Statutes under conditions determined by the Department of Corrections. The jury shall be advised that the mandatory post-imprisonment supervision shall be in addition to the actual imprisonment.

21 Okla. Stat. § 1111.1.

***Forcible sodomy (as used in the definition of “sexual assault”):***

A. Any person who forces another person to engage in the detestable and abominable crime against nature, pursuant to Section 886 of this title, upon conviction, is guilty of a felony punishable by imprisonment in the custody of the Department of Corrections for a period of not more than twenty (20) years. Except for persons sentenced to life or life without parole, any person sentenced to imprisonment for two (2) years or more for a violation of this subsection shall be required to serve a term of post-imprisonment supervision pursuant to subparagraph f of paragraph 1 of subsection A of Section 991a of Title 22 of the Oklahoma Statutes under conditions determined by the Department of Corrections. The jury shall be advised that the mandatory post-imprisonment supervision shall be in addition to the actual imprisonment. Any person convicted of a second violation of this section, where the victim of the second offense is a person under sixteen (16) years of age, shall not be eligible for probation, suspended or deferred sentence. Any person convicted of a third or subsequent violation of this section, where the victim of the third or subsequent offense is a person under sixteen (16) years of age, shall be punished by imprisonment in the custody of the Department of Corrections for a term of life or life without parole, in the discretion of the jury, or in case the jury fails or refuses to fix punishment then the same shall be pronounced by the court. Any person convicted of a violation of this subsection after having been twice convicted of a violation of subsection A of Section 1114 of this title, a violation of Section 1123 of this title or sexual abuse of a child pursuant to Section 843.5 of this title, or of any attempt to commit any of these offenses or any combination of said offenses, shall be punished by imprisonment in the custody of the Department of Corrections for a term of life or life without parole.

B. The crime of forcible sodomy shall include:

1. Sodomy committed by a person over eighteen (18) years of age upon a person under sixteen (16) years of age; or
2. Sodomy committed upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime; or
3. Sodomy accomplished with any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime; or
4. Sodomy committed by a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state, or the subcontractor or employee of a subcontractor of the state or federal government, a county, a municipality or a political subdivision of this state;
5. Sodomy committed upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;

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6. Sodomy committed upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or

7. Sodomy committed upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit.

21 Okla. Stat. § 888 (effective June 6, 2016).

**Effective consent** is informed, freely and actively given, using mutually understandable words or actions that indicate a willingness to participate in mutually agreed upon sexual activity. Initiators of sexual activity are responsible for obtaining effective consent. Silence or passivity is not effective consent. The use of intimidation, coercion, threats, force or violence negates any consent obtained. Consent is not effective if obtained from an individual who is incapable of giving consent due to lack of consciousness, age, mental disability or incapacitation due to ingestion of drugs or alcohol.

This definition of consent is the exclusive definition used in the Student Code of Conduct. It is also used for Title IX purposes throughout the College.

Individuals who commit acts of sexual misconduct assume responsibility for their behavior and must understand that the use of alcohol or other drugs does not reduce accountability for their actions.

Examples of sexual misconduct violations include but are not limited to:

- Ignoring an individual's protest and engaging in sexual activity.
- Convincing somebody to have sex likely constitutes intimidation or coercion. If someone is coerced, the consent is not effective consent.
- Drinking and/or drug use may render an individual incapable of giving consent for sexual activity. For example, someone who is incapacitated may agree to have sex at the time, but have no memory of the consent. This person may have been functioning in a "blackout" and could not give effective consent.
- Holding a person down or preventing a person from leaving the room and forcing him or her to engage in sexual activity against the person's will.

#### **Definitions under Oklahoma law:**

**Consent:** The term "consent" means the affirmative, unambiguous and voluntary agreement to engage in a specific sexual activity during a sexual encounter which can be revoked at any time. Consent cannot be:

1. Given by an individual who:

- a. is asleep or is mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason, or
- b. is under duress, threat, coercion or force; or

2. Inferred under circumstances in which consent is not clear including, but not limited to:

- a. the absence of an individual saying "no" or "stop", or
- b. the existence of a prior or current relationship or sexual activity.

21 Okla. Stat. § 113 (effective June 6, 2016).

**Dating violence** is not defined by the state of Oklahoma; however, violence against a person with whom the perpetrator is in a dating relationship is considered domestic violence, defined below. A **dating relationship** is defined as: an intimate association, primarily characterized by affectionate or sexual involvement. For purposes of this act, a casual acquaintance or ordinary fraternization between persons in a business or social context shall not constitute a dating relationship.

22 Okla. Stat. § 60.1.

**Domestic violence** is not defined in Oklahoma law. However, the criminal definition of **domestic abuse** is defined as: Any act of physical harm, or the threat of imminent physical harm which is committed by an adult, emancipated minor, or minor child thirteen (13) years of age or older against another adult, emancipated minor or minor child who is currently or

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was previously an intimate partner or family or household member. "Family or household members" means: (a) parents, including grandparents, stepparents, adoptive parents and foster parents, (b) children, including grandchildren, stepchildren, adopted children and foster children, and (c) persons otherwise related by blood or marriage living in the same household. "Intimate partner" means: (a) current or former spouses, (b) persons who are or were in a dating relationship, (c) persons who are the biological parents of the same child, regardless of their marital status or whether they have lived together at any time, and (d) persons who currently or formerly lived together in an intimate way, primarily characterized by affectionate or sexual involvement. A sexual relationship may be an indicator that a person is an intimate partner, but is never a necessary condition.

22 Okla. Stat. § 60.1.

***Sexual assault:***

- a. rape, or rape by instrumentation, as defined in Sections 1111, 1111.1 and 1114 of [Title 21], or
  - b. forcible sodomy, as defined in Section 888 of [Title 21].
- 21 Okla. Stat. § 142.20.

***Rape (as used in the definition for "sexual assault"):***

- A. Rape is an act of sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:
  - 1. Where the victim is under sixteen (16) years of age;
  - 2. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
  - 3. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
  - 4. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
  - 5. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
  - 6. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;
  - 7. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim; or the subcontractor or employee of a subcontractor of the state or federal government, a county, a municipality or a political subdivision that exercises authority over the victim;
  - 8. Where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of the same school system; or
  - 9. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant.
- B. Rape is an act of sexual intercourse accomplished with a male or female who is the spouse of the perpetrator if force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person.

21 Okla. Stat. § 1111

***Rape by instrumentation (as used in the definition of "sexual assault"):***

Rape by instrumentation is an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided, further, that at least one of the

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circumstances specified in Section 1111 of this title has been met; further, where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime. Provided, further, that at least one of the circumstances described in Section 1111 of this title has been met; further, where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant. Except for persons sentenced to life or life without parole, any person sentenced to imprisonment for two (2) years or more for a violation of this section shall be required to serve a term of post-imprisonment supervision pursuant to subparagraph f of paragraph 1 of subsection A of Section 991a of Title 22 of the Oklahoma Statutes under conditions determined by the Department of Corrections. The jury shall be advised that the mandatory post-imprisonment supervision shall be in addition to the actual imprisonment.

21 Okla. Stat. § 1111.1.

***Forcible sodomy (as used in the definition of “sexual assault”):***

- A. Any person who forces another person to engage in the detestable and abominable crime against nature, pursuant to Section 886 of this title, upon conviction, is guilty of a felony punishable by imprisonment in the custody of the Department of Corrections for a period of not more than twenty (20) years. Except for persons sentenced to life or life without parole, any person sentenced to imprisonment for two (2) years or more for a violation of this subsection shall be required to serve a term of post-imprisonment supervision pursuant to subparagraph f of paragraph 1 of subsection A of Section 991a of Title 22 of the Oklahoma Statutes under conditions determined by the Department of Corrections. The jury shall be advised that the mandatory post-imprisonment supervision shall be in addition to the actual imprisonment. Any person convicted of a second violation of this section, where the victim of the second offense is a person under sixteen (16) years of age, shall not be eligible for probation, suspended or deferred sentence. Any person convicted of a third or subsequent violation of this section, where the victim of the third or subsequent offense is a person under sixteen (16) years of age, shall be punished by imprisonment in the custody of the Department of Corrections for a term of life or life without parole, in the discretion of the jury, or in case the jury fails or refuses to fix punishment then the same shall be pronounced by the court. Any person convicted of a violation of this subsection after having been twice convicted of a violation of subsection A of Section 1114 of this title, a violation of Section 1123 of this title or sexual abuse of a child pursuant to Section 843.5 of this title, or of any attempt to commit any of these offenses or any combination of the offenses, shall be punished by imprisonment in the custody of the Department of Corrections for a term of life or life without parole.
- B. The crime of forcible sodomy shall include:
  1. Sodomy committed by a person over eighteen (18) years of age upon a person under sixteen (16) years of age;
  2. Sodomy committed upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;
  3. Sodomy accomplished with any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;
  4. Sodomy committed by a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state; or the subcontractor or employee of a subcontractor of the contractor of the state or federal government, a county, a municipality or a political subdivision of this state;
  5. Sodomy committed upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;
  6. Sodomy committed upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or

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7. Sodomy committed upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit.
8. Sodomy committed upon a person who is at least sixteen (16) years of age but less than eighteen (18) years of age by a person responsible for the child's health, safety or welfare. "person responsible for a child's health, safety or welfare" shall include, but not be limited to: (a) a parent, (b) a legal guardian, (c) a custodian, (d) a foster parent, (e) a person eighteen (18) years of age or older with whom the child's parent cohabitates, (f) any other adult residing in the hold of the child, (g) an agent or employee of a public or private residential home, institution, facility or day treatment program as defined in Section 175.2 of Title 10 of the Oklahoma Statutes, or (h) an owner, operator or employee of a child care facility, as defined by Section 402 of Title 10 of the Oklahoma Statutes.

21 Okla. Stat. § 888 (effective June 6, 2016).

***Stalking:***

Any person who willfully, maliciously, and repeatedly follows or harasses another person in a manner that:

1. Would cause a reasonable person or a member of the immediate family of that person as defined in subsection F of this section to feel frightened, intimidated, threatened, harassed, or molested; and
  2. Actually causes the person being followed or harassed to feel terrorized, frightened, intimidated, threatened, harassed, or molested, shall, upon conviction, be guilty of the crime of stalking, which is a misdemeanor punishable by imprisonment in a county jail for not more than one (1) year or by a fine of not more than One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment
- F. For purposes of this section:
1. "Harasses" means a pattern or course of conduct directed toward another individual that includes, but is not limited to, repeated or continuing unconsented contact, that would cause a reasonable person to suffer emotional distress, and that actually causes emotional distress to the victim. Harassment shall include harassing or obscene phone calls as prohibited by Section 1172 of this title and conduct prohibited by Section 850 of this title. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose;
  2. "Course of conduct" means a pattern of conduct composed of a series of two or more separate acts over a period of time, however short, evidencing a continuity of purpose. Constitutionally protected activity is not included within the meaning of "course of conduct";
  3. "Emotional distress" means significant mental suffering or distress that may, but does not necessarily require, medical or other professional treatment or counseling;
  4. "Unconsented contact" means any contact with another individual that is initiated or continued without the consent of the individual, or in disregard of that individual's expressed desire that the contact be avoided or discontinued. Constitutionally protected activity is not included within the meaning of unconsented contact. Unconsented contact includes but is not limited to any of the following:
    - a. following or appearing within the sight of that individual,
    - b. approaching or confronting that individual in a public place or on private property,
    - c. appearing at the workplace or residence of that individual,
    - d. entering onto or remaining on property owned, leased, or occupied by that individual,
    - e. contacting that individual by telephone,
    - f. sending mail or electronic communications to that individual, and
    - g. placing an object on, or delivering an object to, property owned, leased, or occupied by that individual.
  5. "Member of the immediate family", for the purposes of this section, means any spouse, parent, child, person related within the third degree of consanguinity or affinity or any other person who regularly resides in the household or who regularly resided in the household within the prior six (6) months.
  6. "Following" shall include the tracking of the movement or location of an individual through the use of a Global Positioning System (GPS) device or other monitoring device by a person, or person who acts on behalf of another, without the consent of the individual whose movement or location is being tracked; provided, this shall not apply to the lawful use of a GPS device or other monitoring device or to the use by a new or used motor vehicle dealer or other motor vehicle creditor of a GPS device or other monitoring technology, including a device containing technology used to remotely disable the ignition of a motor vehicle, in connection with lawful action after default of the terms of a motor vehicle credit sale, loan or lease, and with the express written consent of the owner or lessee of the motor vehicle.

### **Support Services**

#### ***Student Conduct Education and Administration:***

Cases involving students who are accused of non-academic misconduct might be assigned to Student Conduct Education and Administration. Persons found responsible for sexual misconduct could be suspended from CSC. The complainant and respondent (if any) have the same right to have others present during a campus disciplinary proceeding. The accuser and accused shall be notified of the outcome of a campus disciplinary proceeding. You may obtain further information by contacting Student Conduct Education and Administration at 918-463-6351. A copy of the Student Code of Conduct can also be obtained at various locations on campus and at <http://connorsstate.edu/students/files/2015/05/2016.09.09StudentHandbook.pdf>.

#### ***College Counseling Services:***

Connors State College Counseling Services provides individual and group counseling services for those victimized by sexual or physical assault. Services are available to all Connors State College students and their partners. Domestic Violence Services are also available to assist victims of sexual assault. See “Other Resources” for telephone numbers.

The psychological and emotional trauma after a sexual assault can be painful. Possible symptoms include: eating disorders, sleep disturbances, lack of trust, feelings of guilt, depression, mood swings, and relationship and communication problems. Incidents of sexual assault can only be reduced when men and women understand the dynamics involved in sexual assaults and are willing to participate in educational programming and ongoing communication.

### ***Accommodations***

- a. **Assistance in Reporting:** Student Conduct can assist in filing a complaint with the College conduct process and the appropriate law enforcement agencies against the student(s) who caused harm.
  - i. **College Complaint Process:** A complaint is an official report to the College alleging that an CSC student has violated the Student Code of Conduct. You can go online to <https://cm.maxient.com/reportingform.php?ConnorsState> to submit a complaint online or to complete a paper complaint form.
  - ii. **Police Report Process:** A police report begins the moment you contact the authorities about a given situation, whether it be a crime that was committed earlier, or a crime currently in progress. The CSC Police Officer will obtain basic information from you about the incident and relay the information to patrol officers working in your area. You can have the officers meet you on scene or you can request they meet you at the police department in an effort to resolve the issue, document the facts of the incident, and begin investigating the case if follow-up is required. By simply calling the CSC Police at 918-463-6375, the reporting process begins. The CSC Police Department operates 24 hour a day, 7 days a week, including all holidays and College breaks.
- b. **No Contact Order:** Student Conduct can put in place a No Contact Order between the complainant and the respondent, which would prohibit contact between both parties through any means of communication, as well as prohibit others from making contact on their behalf. Students will need to visit Student Conduct in 141 Student Union for this order to be put in place. If a No Contact Order is believed to be violated, the complainant should contact Student Conduct immediately at 918-463-6351. The College and not the police enforce No Contact Orders. Violations of a No Contact Order will result in disciplinary action where suspension from the college will be considered as a possible sanction.

- c. **Emergency Protective Order:** Student Conduct, along with WISH, can assist victims in filing for an Emergency Protective Order. This is a court-ordered petition that prohibits contact between the complainant and respondent. WISH is located in Muskogee, Oklahoma. WISH is the designated location in Muskogee County to assist in completing the petition and filing the petition with the county court clerk. Granted protective orders should be provided to the CSC Police Department who will honor the order and assist in any intervention needed. If a granted protective order is believed to be violated by the respondent, the complainant should contact the local police. If the incident happened on campus, call the CSC Police Department at 918-463-6375. If the incident happened anywhere else, call the law enforcement agency that has jurisdiction in the location where it occurred.
- d. **Safety Measures:** Student Conduct can coordinate any reasonable arrangements that are necessary for ongoing safety. This includes transportation arrangements or providing an escort.
- e. **Living Arrangements:** Student Conduct can assist in changing on-campus living arrangements or that of the respondent to ensure safety and a comfortable living situation.
- f. **Academic Arrangements:** Student Conduct can assist in adjusting academic schedules as well as assist in providing access to academic support services.
- g. **Other Interim Measures:** Student Conduct can coordinate reasonable arrangements to address the effects of sexual violence, including connecting victims with counseling, health care or academic support resources.

The College will provide written notification to victims about options for available accommodations. Additionally, the College will maintain as confidential any protective measures or accommodations that are put in place, to the extent that maintaining such confidentiality would not impair the ability of the College to provide the accommodations or protective measures. Any necessary disclosure of information will be communicated to the complainant in compliance with the Family Educational Rights and Privacy Act (FERPA).

#### Student Conduct Process for Allegations of Sexual Violence

We want you to be knowledgeable about the process that occurs once a complaint with Student Conduct is filed. The following describes the investigation process, the hearing and the outcome of the hearing. Student Conduct will be available to explain the process as requested. The Student Conduct process will be prompt, fair, and impartial. This means the process will be completed within a reasonable timeframe as designated below and without undue delay. The process will be conducted in a manner that is consistent with the College's policies and will be transparent to all parties. Lastly, the Student Conduct process will be conducted by officials who do not have conflict of interest or bias for or against the complainant or respondent.

#### ***Investigation***

- a. You will be notified of receipt of your complaint and the actions the College official will take.
- b. A College official will meet with you to discuss the complaint submitted, review the investigation and hearing process, and determine the outcome you desire from your complaint.
- c. An investigation will be conducted by a non-biased Title IX Investigator. This investigation will include:
  - meeting personally with the complainant,
  - meeting personally with the student(s) accused,
  - meeting personally with any witnesses, and
  - reviewing any documentary evidence.
- d. The investigation of complaints will be adequate, reliable and impartial. The Title IX Investigator will compile an investigation report.

- e. The investigation process can take up to 60 days. If at any point either party would like an update of the investigation process all they need to do is ask and an update will be provided.
- f. The College official will determine if a conduct hearing is possible based on the available information.
- g. If it is determined that the College will proceed with a formal conduct hearing, the complainant and the responding student(s) will be notified of the hearing date.

### ***Hearing***

- a. Hearing notification will occur at least five days in advance and include the hearing date, time and location. Hearings will be scheduled around academic schedules.
- b. Allegations of sexual misconduct, sexual harassment, dating violence, domestic violence, and stalking will be heard by the Conduct Committee Hearing Panel which is comprised of a faculty member, a staff member and a student who receive annual training. Training includes but is not limited to the following topics:
  - definitions and issues related to dating violence, domestic violence, sexual assault, retaliation, and stalking;
  - hearing process, due process the process that protects the safety of survivors and promotes accountability;
  - relevant evidence, how it should be used during a hearing, and how to weigh evidence;
  - proper techniques for asking questions;
  - preponderance of the evidence standard;
  - avoiding actual and perceived conflicts of interest;
  - trauma-informed investigations and hearing procedures;
  - impact of alcohol use in sexual assault; and
  - writing facts and rationales.
- c. The hearing includes opening statements, presentation of the investigation report, information about the incident, presentation of information by witnesses, and closing statements.
- d. Each party is permitted to have a person of their choosing to accompany them throughout the hearing as an advisor.
- e. All parties are permitted to be present during the hearing (except during deliberations of the panel). All parties can be in the same room in a pre-arranged, non-threatening set-up or in separate rooms with a video conference set up.
- f. All parties are permitted to make statements and present witnesses and information during the hearing. Witnesses and information need to be directly related to the incident.
- g. The standard of proof used in all College conduct hearings is preponderance of the evidence, which means the determination to be made is whether it is more likely than not a violation occurred. This is significantly different than proof beyond a reasonable doubt, which is required for a criminal prosecution.

### ***Outcome***

- a. Possible outcomes include Conduct Expulsion, Conduct Suspension, Conduct Probation, Residence Hall Status Change, No Contact Order, Class Removal, Educational and Behavioral Change Requirement, and Restrictions. Detailed definitions of these sanctions are listed in the *Student Code of Conduct*. When it is determined that sexual misconduct is more likely than not to have occurred, the outcome can include separation from the College.
- b. Parties have the right to be informed of the outcome. Both parties will be notified within two business days after the hearing at the same time. Upon written request from the victim to Student Conduct Education and Administration, the report on the results of any disciplinary proceeding against the respondent will be provided to

the victim. If the victim is deceased as a result of such a crime or offense, the next of kin of the victim shall be treated as the victim for purposes of disclosure.

- c. Both parties have the right to appeal the decision reached through the hearing proceedings within seven business days after the hearing.

### ***On and Off Campus Resources***

Sexual harassment and sexual violence can be emotionally disruptive, and it takes time to come to terms with such major stress. In addition to support that may be found in family and friends, the following agencies and departments can serve as resources.

Upon notification or request, the College will provide to students and employees information about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims both within the College and in the community.

It is important to be aware that different individuals who one may contact for assistance following an incident may have different responsibilities regarding confidentiality, depending on their position. Under state law, some individuals can assure the victim of confidentiality, including counselors and certified victims' advocates. In general, however, any other College employee cannot guarantee complete confidentiality, unless specifically provided by law. Colleges must balance the needs of the individual victim with an obligation to protect the safety and well-being of the community at large. See Reporting for more information.

CSC will protect the identity of victims and other necessary parties. The College is required to complete publicly available record keeping data on crimes that occur on campus. In these reports, personally identifying information about the victim is excluded.

#### **WISH Sexual Assault Victim Advocates- Confidential Reporting Option**

WISH's Victim Advocate that can confidentially provide students with information about on and off campus resources available to victims.

**WISH Sexual Assault Victim Advocates  
918-682-7878 (24hr.a day 7 days a week)**

#### **Counseling Resources- Confidential Reporting Options**

**Green Country Behavioral Health Services  
619 N. Main  
Muskogee, OK 74401  
918-682-8407**

**MCCOYS Counseling  
4009 Eufaula Ave  
Muskogee, OK 74401  
918-682-2841**

**Monarch Inc.  
2310 W. Broadway**

**Muskogee, OK 74401**  
**918-682-7210**

**Other Local Services Available To Victims- Non-Confidential Reporting Options**

**CSC Police Department**  
700 College Rd.  
Warner, OK  
918-463-6375

**Warner Police Department**  
1000 64 Hwy.  
Warner, OK  
918-463-3911

**Muskogee Police Department**  
112 S 3<sup>rd</sup> St.  
Muskogee, OK  
918-683-8000

**CSC Student Conduct**  
700 College Rd.  
Warner, OK  
918-463-6351

**Title IX Coordinator**  
700 College Rd.  
Warner, OK  
918-463-6206

**Medical Services**

It is important to have a thorough medical examination after a sexual assault even if the victim does not have any apparent physical injuries. Medical providers can treat injuries and test for sexually transmitted infections.

**Health & Wellness Center**  
806 N Campbell  
Warner, OK  
918-463-2837

**EASTAR Health System**  
300 Rockefeller Dr.  
Muskogee, OK  
918-682-5501

Also, reference <http://notalone.gov> for more information and resources.

***Victim Bill of Rights***

- Survivors shall be notified of their options to notify law enforcement and campus authorities, which includes the option not to notify such authorities.
- Accuser and accused must have the same opportunity to have others present.
- Both parties shall be informed of the outcome of any disciplinary proceeding.
- Survivors shall be notified of counseling services.
- Survivors shall be notified of options for changing academic and living situations.

When a student or employee reports that they have been a victim of dating violence, domestic violence, sexual assault, or stalking, whether on or off campus, the College will provide a written explanation of the student's or employee's rights and options.

### Definitions under Oklahoma Law

**Consent:** The term "consent" means the affirmative, unambiguous and voluntary agreement to engage in a specific sexual activity during a sexual encounter which can be revoked at any time. Consent cannot be:

1. Given by an individual who:
  - a. is asleep or is mentally or physically incapacitated either through the effect of drugs or alcohol or for any other reason, or
  - b. is under duress, threat, coercion or force; or
2. Inferred under circumstances in which consent is not clear including, but not limited to:
  - a. the absence of an individual saying "no" or "stop", or
  - b. the existence of a prior or current relationship or sexual activity.

21 Okla. Stat. § 113 (effective June 6, 2016).

**Dating violence** is not defined by the state of Oklahoma; however, violence against a person with whom the perpetrator is in a dating relationship is considered domestic violence, defined below. A **dating relationship** is defined as: a courtship or engagement relationship. For purposes of this act, a casual acquaintance or ordinary fraternization between persons in a business or social context shall not constitute a dating relationship.

22 Okla. Stat. § 60.1.

**Domestic violence** is not defined in Oklahoma law. However, the criminal definition of **domestic abuse** is defined as: Any person who commits any assault and battery against a current or former spouse, a present spouse of a former spouse, a former spouse of a present spouse, parents, a foster parent, a child, a person otherwise related by blood or marriage, a person with whom the defendant is or was in a dating relationship as defined by Section 60.1 of Title 22 of the Oklahoma Statutes, an individual with whom the defendant has had a child, a person who formerly lived in the same household as the defendant, or a person living in the same household as the defendant shall be guilty of domestic abuse.

21 Okla. Stat. § 644.

### **Sexual assault:**

- c. rape, or rape by instrumentation, as defined in Sections 1111, 1111.1 and 1114 of [Title 21], or
- d. forcible sodomy, as defined in Section 888 of [Title 21].

21 Okla. Stat. § 142.20.

### **Rape (as used in the definition for "sexual assault"):**

- C. Rape is an act of sexual intercourse involving vaginal or anal penetration accomplished with a male or female who is not the spouse of the perpetrator and who may be of the same or the opposite sex as the perpetrator under any of the following circumstances:
  10. Where the victim is under sixteen (16) years of age;
  11. Where the victim is incapable through mental illness or any other unsoundness of mind, whether temporary or permanent, of giving legal consent;
  12. Where force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person;
  13. Where the victim is intoxicated by a narcotic or anesthetic agent, administered by or with the privity of the accused as a means of forcing the victim to submit;
  14. Where the victim is at the time unconscious of the nature of the act and this fact is known to the accused;
  15. Where the victim submits to sexual intercourse under the belief that the person committing the act is a spouse, and this belief is induced by artifice, pretense, or concealment practiced by the accused or by the accused in collusion with the spouse with intent to induce that belief. In all cases of collusion between the accused and

the spouse to accomplish such act, both the spouse and the accused, upon conviction, shall be deemed guilty of rape;

16. Where the victim is under the legal custody or supervision of a state agency, a federal agency, a county, a municipality or a political subdivision and engages in sexual intercourse with a state, federal, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim;
  17. Where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in sexual intercourse with a person who is eighteen (18) years of age or older and is an employee of the same school system; or
  18. Where the victim is nineteen (19) years of age or younger and is in the legal custody of a state agency, federal agency or tribal court and engages in sexual intercourse with a foster parent or foster parent applicant.
- D. Rape is an act of sexual intercourse accomplished with a male or female who is the spouse of the perpetrator if force or violence is used or threatened, accompanied by apparent power of execution to the victim or to another person.

21 Okla. Stat. § 1111

***Rape by instrumentation (as used in the definition of “sexual assault”):***

Rape by instrumentation is an act within or without the bonds of matrimony in which any inanimate object or any part of the human body, not amounting to sexual intercourse is used in the carnal knowledge of another person without his or her consent and penetration of the anus or vagina occurs to that person. Provided, further, that at least one of the circumstances specified in Section 1111 of this title has been met; further, where the victim is at least sixteen (16) years of age and is less than twenty (20) years of age and is a student, or under the legal custody or supervision of any public or private elementary or secondary school, junior high or high school, or public vocational school, and engages in conduct prohibited by this section of law with a person who is eighteen (18) years of age or older and is an employee of the same school system, or where the victim is under the legal custody or supervision of a state or federal agency, county, municipal or a political subdivision and engages in conduct prohibited by this section of law with a federal, state, county, municipal or political subdivision employee or an employee of a contractor of the state, the federal government, a county, a municipality or a political subdivision that exercises authority over the victim, consent shall not be an element of the crime. Provided, further, that at least one of the circumstances described in Section 1111 of this title has been met; further, where the victim is nineteen (19) years of age or younger and in the legal custody of a state agency, federal agency or tribal court and engages in conduct prohibited by this section of law with a foster parent or foster parent applicant. Except for persons sentenced to life or life without parole, any person sentenced to imprisonment for two (2) years or more for a violation of this section shall be required to serve a term of post-imprisonment supervision pursuant to subparagraph f of paragraph 1 of subsection A of Section 991a of Title 22 of the Oklahoma Statutes under conditions determined by the Department of Corrections. The jury shall be advised that the mandatory post-imprisonment supervision shall be in addition to the actual imprisonment.

21 Okla. Stat. § 1111.1.

***Forcible sodomy (as used in the definition of “sexual assault”):***

- C. Any person who forces another person to engage in the detestable and abominable crime against nature, pursuant to Section 886 of this title, upon conviction, is guilty of a felony punishable by imprisonment in the custody of the Department of Corrections for a period of not more than twenty (20) years. Except for persons sentenced to life or life without parole, any person sentenced to imprisonment for two (2) years or more for a violation of this subsection shall be required to serve a term of post-imprisonment supervision pursuant to subparagraph f of paragraph 1 of subsection A of Section 991a of Title 22 of the Oklahoma Statutes under conditions determined by the Department of Corrections. The jury shall be advised that the mandatory post-imprisonment supervision shall be in addition to the actual imprisonment. Any person convicted of a second violation of this section, where the victim of the second offense is a person under sixteen (16) years of age, shall not be eligible for probation, suspended or deferred sentence. Any person convicted of a third or subsequent violation of this section, where the victim of the third or subsequent offense is a person under sixteen (16) years of age, shall be punished by imprisonment in the custody of the Department of Corrections for a term of life or life without parole, in the discretion of the jury, or in case the jury fails or refuses to fix punishment then the same shall be pronounced by

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the court. Any person convicted of a violation of this subsection after having been twice convicted of a violation of subsection A of Section 1114 of this title, a violation of Section 1123 of this title or sexual abuse of a child pursuant to Section 843.5 of this title, or of any attempt to commit any of these offenses or any combination of said offenses, shall be punished by imprisonment in the custody of the Department of Corrections for a term of life or life without parole.

D. The crime of forcible sodomy shall include:

9. Sodomy committed by a person over eighteen (18) years of age upon a person under sixteen (16) years of age;
10. Sodomy committed upon a person incapable through mental illness or any unsoundness of mind of giving legal consent regardless of the age of the person committing the crime;
11. Sodomy accomplished with any person by means of force, violence, or threats of force or violence accompanied by apparent power of execution regardless of the age of the victim or the person committing the crime;
12. Sodomy committed by a state, county, municipal or political subdivision employee or a contractor or an employee of a contractor of the state, a county, a municipality or political subdivision of this state upon a person who is under the legal custody, supervision or authority of a state agency, a county, a municipality or a political subdivision of this state;
13. Sodomy committed upon a person who is at least sixteen (16) years of age but less than twenty (20) years of age and is a student of any public or private secondary school, junior high or high school, or public vocational school, with a person who is eighteen (18) years of age or older and is employed by the same school system;
14. Sodomy committed upon a person who is at the time unconscious of the nature of the act, and this fact should be known to the accused; or
15. Sodomy committed upon a person where the person is intoxicated by a narcotic or anesthetic agent administered by or with the privity of the accused as a means of forcing the person to submit.

21 Okla. Stat. § 888 (effective June 6, 2016).

***Stalking:***

Any person who willfully, maliciously, and repeatedly follows or harasses another person in a manner that:

3. Would cause a reasonable person or a member of the immediate family of that person as defined in subsection F of this section to feel frightened, intimidated, threatened, harassed, or molested; and
4. Actually causes the person being followed or harassed to feel terrorized, frightened, intimidated, threatened, harassed, or molested, upon conviction, shall, upon conviction, be guilty of the crime of stalking, which is a misdemeanor punishable by imprisonment in a county jail for not more than one (1) year or by a fine of not more than One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment

F. For purposes of this section:

1. "Harasses" means a pattern or course of conduct directed toward another individual that includes, but is not limited to, repeated or continuing unconsented contact, that would cause a reasonable person to suffer emotional distress, and that actually causes emotional distress to the victim. Harassment shall include harassing or obscene phone calls as prohibited by Section 1172 of this title and conduct prohibited by Section 850 of this title. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose;
2. "Course of conduct" means a pattern of conduct composed of a series of two or more separate acts over a period of time, however short, evidencing a continuity of purpose. Constitutionally protected activity is not included within the meaning of "course of conduct";
3. "Emotional distress" means significant mental suffering or distress that may, but does not necessarily require, medical or other professional treatment or counseling;
4. "Unconsented contact" means any contact with another individual that is initiated or continued without the consent of the individual, or in disregard of that individual's expressed desire that the contact be avoided or discontinued. Constitutionally protected activity is not included within the meaning of unconsented contact. Unconsented contact includes but is not limited to any of the following:
  - a. following or appearing within the sight of that individual,
  - b. approaching or confronting that individual in a public place or on private property,
  - c. appearing at the workplace or residence of that individual,
  - d. entering onto or remaining on property owned, leased, or occupied by that individual,
  - e. contacting that individual by telephone,

- f. sending mail or electronic communications to that individual, and
  - g. placing an object on, or delivering an object to, property owned, leased, or occupied by that individual; and
5. "Member of the immediate family", for the purposes of this section, means any spouse, parent, child, person related within the third degree of consanguinity or affinity or any other person who regularly resides in the household or who regularly resided in the household within the prior six (6) months.

21 Okla. Stat. § 1173.

### **Preventive Measures**

The College encourages students to help in preventing harmful and negative incidents by being responsible for their own personal safety, intervening if they are a bystander of such incidents, and educating themselves through College sponsored trainings.

#### ***Awareness Education***

Connors State College takes acts of sexual violence and sexual harassment seriously. In an effort to educate students and comply with the Violence Against Women Act and the Office for Civil Rights federal guidelines, **all students are required to complete online training on sexual violence prevention**. A hold will be placed on your account, which will affect enrollment for the subsequent semester, until the training has been completed. Training should take around 40 minutes.

To complete the training follow these steps:

1. Go to <http://connorsstate.edu/everfi/>.
2. Log-in with your C-key account information.

Additionally, Student Conduct provides education on sexual violence to any group of students, faculty or staff upon request. Topics include but are not limited to sexual assault, sexual harassment, the conduct process for sexual misconduct, how to support a victim, bystander intervention, prevention strategies and resources available for victims.

#### ***Bystander Intervention***

To prevent sexual violence, it is important that people are approached as potential witnesses or bystanders to behaviors related to sexual violence. As a witness to these behaviors, there are certain ways to step up to prevent a risky situation from escalating.

In order to intervene, someone has to:

- 1. Notice the incident**  
Bystanders first must notice the incident taking place. It is important to become attuned to what situations may be risky (e.g. if you're at a party, and you see someone stumbling as they're being led into a different room, this is a risky situation).
- 2. Interpret the incident as emergency**  
By "emergency," we mean a situation wherein there is risk of sexual or physical violence occurring in the near future.
- 3. Assume responsibility for intervening**  
It has been found that often, people believe that someone else will help in a situation where there are many people around. However, it is important to realize that others may also be thinking the same thing. If you're unsure if you should do something, ask a friend what they think – it might be the case that they've been thinking the same thing.
- 4. Have the bystander intervention skills to help**  
There are a number of different techniques that someone can use to intervene in a risky situation.

***Sex Offender Registration:***

In accordance with applicable state and federal laws, information about registered sex offenders who may be attending or working at CSC is available to the campus community at CSC Police Department.

***Report of Statistics:***

Connors State College has been reporting its crime statistics to the Federal Bureau of Investigation (FBI) according to their Uniform Crime Reporting guidelines since 1971. The statistics are published annually in the publication, "Crime in the United States," from the U.S. Department of Justice. The tables located on page 17 and 18, (Campus Crime Report) comply with Title II of the Federal Campus Crime Awareness and Campus Security Act of 1990 and 1998, and subsequent revisions effective July 1, 2000.

Campus crime, arrest, and referral statistics include those reported to the CSC Police, designated campus security authorities, and local law enforcement agencies. When a campus security authority becomes aware of a crime, they are required to complete a report which does not contain any personally identifying information about the students or persons involved. The report is then submitted to CSC Police who are responsible for compiling and preparing the statistics.

***Campus Crime Statistics:***

When comparing crime at CSC to other institutions of similar size, you will find CSC's crime rate to be one of the lowest.

The crime and arrest statistics reported are those which occurred within the jurisdictional boundaries of campus. They do not include off campus private housing, which are within the Warner or Muskogee Police Department jurisdiction.

***Crimes Disclosed to Pastoral or Mental Health Counselor:***

To be exempt from disclosing reported offenses, pastoral or professional counselors must be acting in their roles of pastoral or professional counselors. This exemption does not relieve counselors of the duty to exercise reasonable care to protect a foreseeable victim from danger posed by the person being counseled or to make reports mandated by law. When speaking to a victim or witness to a crime, counselors are encouraged to inform the individual of options to report the crime to the police.

A pastoral counselor is a person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

A mental health counselor is a person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of the institution, but are under contract to provide counseling at the institution.

***Definitions of Criminal Offenses:***

The following definitions are those used in the Uniform Crime Reporting System of the United States Department of Justice, Federal Bureau of Investigation:

***Aggravated Assault:***

An unlawful attack of one person by another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.

***Arson:***

Any willful or malicious attempt to burn, with or without intent to defraud, a dwelling house, public building, motor

vehicle, or aircraft, personal property of another. Only fires determined through investigation to have been willfully or maliciously set are classified as arson.

***Burglary:***

The unlawful entry of a structure to commit a felony or theft. For reporting purposes this definition includes: unlawful entry with the intent to commit a larceny or felony; breaking and entering with the intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

***Dating Violence:***

Dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with another person. The existence of such relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes but is not limited to sexual or physical abuse or the threat of such abuse. Dating violence does not include acts that meet the definition of domestic violence.

***Domestic Violence:***

Domestic violence is a felony or misdemeanor crime of violence committed by a:

- current or former spouse or intimate partner of the victim,
- person with whom the victim shares a child in common,
- person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner,
- person similarly situated to a spouse of the victim under the domestic or family violence laws of Oklahoma; or
- any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Oklahoma.

Domestic violence is a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic or psychological actions or threats of actions that influence another person.

***Drug Law Violations:***

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

***Hate Crimes:***

A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this definition, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

***Larceny:***

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another without use of force or violence. It includes shoplifting, pocket-picking, purse snatching, thefts from motor vehicles, to include parts and accessories, bicycles, and computer thefts.

***Liquor Law Violations:***

The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. Drunkenness and driving under the influence are not included in this definition.

***Manslaughter by Negligence:***

The killing of another person through gross negligence.

**Motor Vehicle Theft:**

The theft or attempted theft of a motor vehicle by someone other than the registered owner.

**Murder and Non-negligent Manslaughter:**

The willful (non-negligent) killing of one human being by another.

**Robbery:**

The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Sex Offenses:**

Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.

**Sexual assault:**

An offense that meets the definition of rape, fondling, incest, or statutory rape, defined as follows:

- **Rape** means the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- **Fondling** means the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- **Incest** means non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- **Statutory Rape** means non-forcible sexual intercourse with a person who is under the statutory age of consent (age 16).

**Stalking:**

Stalking refers to one who engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

- **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.
- **Substantial emotional distress** means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Weapon Law Violations:**

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; alien possessing deadly weapons; and all attempts to commit any of the aforementioned. CSC policy prohibits deadly weapons on the College campus with limited exceptions. Firearms on campus must be stored at the CSC Police Department.

**Definition of Terms for Statistical Charts:**

The term "**CSC Campus**" means any building or property owned or controlled by "Connors State College," within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution related to, the institution's educational purposes, including residence halls. It also includes property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institution purposes (such as food or other retail vendor).

"**Res.**" includes those buildings and parking lots designated as Residence Halls and College Apartments area.

"**Other**" is any non-Res. area on campus.

"**Non-Campus Building or Property**" includes building or property owned or controlled by a student organization, such as a fraternity or sorority, recognized by the institution, and any building or property (other than a branch campus) owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is

used by students and is not within the same reasonable contiguous geographical area of the institution.

**“Public Property”** is defined as all public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, or other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution, if the facility is used by the institution in direct support of, or in a manner related to the institution’s educational purposes.

**Definition of Campus:**

Connors State College Police Department serves a community of approximately 3,500 faculty, staff and students. Connors State College is located in the City of Warner and Muskogee and covers approximately 300 square acres on the main campus, including over 25 buildings plus outlying agricultural and recreational areas.

**“Campus”** is defined as “any building or property owned or controlled by the institution within the same reasonably contiguous geographic area and used by the institution in the direct support of, or related to, its educational purposes.”

## Crimes Reported by Connors State College Police Department – 2017-2018<sup>1</sup>

This chart includes offenses that were reported to the CSC Police Department in accordance with the Uniform Crime Reporting procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Offense Type (includes attempts)	Year	On Campus	Non-Campus	Public Property	Total	Residential Facilities <sup>2</sup>
Murder/Non-negligent Manslaughter	2017	0	0	0	0	0
	2018	0	0	0	0	0
Manslaughter by Negligence	2017	0	0	0	0	0
	2018	0	0	0	0	0
Sex Offenses						
Rape	2017	0	0	0	0	0
	2018	2	1	0	3	2
Fondling	2017	0	0	0	0	0
	2018	0	0	0	0	0
Incest	2017	0	0	0	0	0
	2018	0	0	0	0	0

<sup>1</sup> 2015-2016 statistics are reported separately because the Violence Against Women Act, which was reauthorized in March of 2013, reclassified certain crimes and added other crimes that must be included in the statistical information reported for 2017 and 2018. Statistics for 2016 are reported in a separate table on page 39

<sup>2</sup> Campus residential facilities are a subset of the “On Campus” category. Statistical data included in this column is also included in the “On Campus” column.

Statutory Rape	2017	0	0	0	0	0
	2018	0	0	0	0	0
Robbery	2017	0	0	0	0	0
	2018	0	0	0	0	0
Aggravated Assault	2017	0	0	0	0	0
	2018	0	0	0	0	0
Burglary	2017	0	0	0	0	0
	2018	0	0	0	0	0
Motor Vehicle Theft	2017	0	0	0	0	0
	2018	0	0	0	0	0
Arson	2017	0	0	0	0	0
	2018	0	0	0	0	0
Dating Violence	2017	0	0	0	0	0
	2018	1	0	0	1	1
Domestic Violence	2017	0	0	0	0	0
	2018	1	0	0	1	1
Stalking	2017	1	0	0	1	0
	2018	0	0	0	0	0
Liquor Law Arrests	2017	0	0	0	0	0
	2018	0	0	0	0	0
Drug Law Arrests	2017	0	0	0	0	0
	2018	1	0	0	1	1
Weapons Law Arrests	2017	0	0	0	0	0
	2018	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2017	94	0	0	94	94
	2018	2	0	0	2	2
Drug Law Violations Referred for Disciplinary Action	2017	14	0	0	14	14
	2018	12	0	0	12	12
Weapons Law Violations Referred for Disciplinary Action	2017	3	0	0	3	3
	2018	0	0	0	0	0

No hate crimes were reported for 2017 or 2018.

## Crimes Reported by Connors State College Police Department – 2016

This chart includes offenses that were reported to the CSC Police Department in accordance with the Uniform Crime Reporting procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

<b>Offense Type (includes attempts)</b>	<b>Year</b>	<b>On Campus</b>	<b>Non-Campus</b>	<b>Public Property</b>	<b>Total</b>	<b>Residential Facilities<sup>3</sup></b>
Murder/Non-negligent Manslaughter	2016	0	0	0	0	0
Manslaughter by Negligence	2016	0	0	0	0	0
Sex Offenses						
Forcible	2016	0	0	0	0	0
Non-Forcible	2016	3	0	0	3	0
Robbery	2016	0	0	0	0	0
Aggravated Assault	2016	0	0	0	0	0
Burglary	2016	0	0	0	0	0
Motor Vehicle Theft	2016	0	0	0	0	0
Arson	2016	0	0	0	0	0
Dating Violence	2016	0	0	0	0	0
Domestic Violence	2016	1	0	0	1	1
Stalking	2016	1	0	0	1	0
Liquor Law Arrests	2016	0	0	0	0	0
Drug Law Arrests	2016	1	0	0	1	1
Weapons Law Arrests	2016	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	2016	61	0	0	61	60
Drug Law Violations Referred for Disciplinary Action	2016	13	0	0	13	13
Weapons Law Violations Referred for Disciplinary Action	2016	1	0	0	1	1

<sup>3</sup> Campus residential facilities are a subset of the “On Campus” category. Statistical data included in this column is also included in the “On Campus” column.

No hate crimes were reported for 2016.



# CONNORS

## — STATE COLLEGE —

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## 2019 Annual Fire Safety Report

### **Fire**

#### **Annual Fire Safety Report**

Institutions are required to keep a fire log that states the nature of the fire, date, time, and general location of each fire in on-campus student housing facilities. Connors State College complies with this rule by including all fire-related incidents in the Annual Fire Safety Report and Fire Log maintained by Safety and Security Department.

The Annual Housing Fire Safety Report is required by the Higher Education Opportunity Act (HEOA) for any Title IV institution that maintains an on-campus student housing facility. Per HEOA, an institution that maintains an on-campus student housing facility must collect fire statistics, publish an Annual Fire Safety Report, and keep a fire log.

The Clery Act was amended by HEOA in 2008, requiring future reports to begin including campus housing fire safety statistics as well.

#### ***Steps To Follow If You See A Fire:***

- 1) Activate the nearest fire alarm.
- 2) If on campus, call CSC Police at 911.
- 3) Calmly alert people in the building, and evacuate the building by following EXIT signs.

#### ***Steps To Follow If You Are Caught In A Fire:***

- 1) Remain calm.
- 2) Before opening a door, feel it with the back of your hand. If it is **hot**:
  - A) Do not open the door.
  - B) Open the windows. If possible, lower the top half of the window to let out heat and smoke and raise the lower

- half to let in fresh air.
- C) Seal crack around door with towels, linens or clothes. Soak these items in water if possible.
- D) To attract attention, hang objects out the window. Shout for help.
- E) Keep low to the floor. Take short breaths to avoid inhaling smoke. Place a wet towel over your nose and mouth. Keep your head six (6) to eight (8) inches off the floor.
- 3) If the door is **not hot**, brace yourself against the door and open it slowly. If hot air or fire rushes in, close the door and refer to Step 2A.
- 4) If you can leave, close all doors behind you and proceed to the nearest safe exit. Leave the building and stand clear of the fire. Provide directions to police and fire personnel when they arrive.

#### ***Steps To Follow For Fire Prevention:***

- 1) Know every regular and emergency exit. Know how to activate the alarm system and what it sounds like. Know the location of fire extinguishers and how to operate them.
- 2) Arrange the contents of your room with fire safety in mind. Maintain clear and unobstructed access to your room door, from both inside and outside.
- 3) Do not overload electrical outlets. Do not use broken, frayed, or cracked electrical cords. Do not suspend lamps or lights by their own cords.
- 4) If you smoke, exercise care when smoking and do not smoke in bed. CSC is a tobacco free campus.
- 5) Do not allow excess clutter of flammable materials.

#### ***Fire Reporting:***

Per federal law, Connors State College is required to annually disclose statistical data on all fires that occur in on-campus housing facilities. Listed below are the **non-emergency** phone numbers to call to report fires that have **already** been extinguished in on-campus student housing. These phone numbers are fires for which you are unsure whether the CSC Police may already be aware. If you find evidence of such a fire or if you hear about such a fire, please contact one of the following:

- ☐ CSC Police – 918-463-6375
- ☐ CSC Housing and Residential Life 918-463-6351

When calling, please provide as much information as possible about the location, date, time, and cause of the fire. It is critical to document all reports of residential fires in the annual report.

#### ***Fire Safety Education and Training Programs:***

Connors State College strives to provide a safe and friendly environment for all of our campus community. To assist in this manner, several measures are taken. These include regular fire and life safety inspections in all campus facilities, various education programs targeted at specific groups (Residential Community Educators, Community Mentors, etc.) ongoing education and safety awareness, and the development of College rules and standard administrative procedures regarding fire safety.

#### ***Housing and Residential Life Fire Safety Policies:***

To provide for the safety of all residents, Housing and Residential Life has developed an extensive set of guidelines and policies for all student housing. These documents are available electronically on the Housing and Residential Life web page at: <http://connorsstate.edu/students/files/2015/05/2016.09.09StudentHandbook.pdf>. This publication covers all policies for Residential Life facilities and includes information pertinent to fire safety.

Each residence hall has a designated Point of Assembly for residents to gather in the event of an emergency resulting in fire alarm activation. Residents are to evacuate the residence hall in the event of fire alarm activation. Information regarding Points of Assembly are outlined for staff in their training manual and located in their on call bag. Residents are informed that fire drills are conducted each semester to prepare them for an actual emergency. The Residence Life Handbook available online at <http://connorsstate.edu/students/files/2015/05/2016.09.09StudentHandbook.pdf> includes a section on Fire Safety and evacuation procedures, which each resident is to follow in the event of an emergency.

### ***Housing and Residential Life Prohibited Items and Equipment:***

Any prohibited or misused appliances or equipment will be confiscated by the hall staff, and individuals responsible will be subject to disciplinary action.

#### ***Appliances:***

Prohibited appliances are: open coil cooking appliances, electric griddles, and George Foreman Grills (except in Bost, Davis, Kamm, Peterson-Friend, Morsani-Smith, Sitlington, and Young Halls). Also prohibited are portable heaters, air conditioners, large amplifiers (public address system, oversize stereo, and musical instrument), wireless routers, and halogen lamps. Students may have one microwave oven in any residence hall room. Microwaves must be rated 900 watts or less at the highest setting. Cooking appliances may only be operated in kitchen areas.

Any electrical extension cord that is used must be 14 gauge or heavier. Do not nail extension cords to walls, place them under rugs or beds, string them on pipes, etc. Periodically inspect all cords and appliances for cracks or other defects. Please be aware that overloading an electric circuit with too many appliances can cause problems. Some appliances or furnishings have a higher likelihood of contributing to unsafe environments for community living. Housing and Residential Life regulates the use of these appliances to ensure the safety and security of the community.

#### ***Open Flames/Candles/Incense:***

Burning candles and incense, as well as kerosene lamps and other flammable liquid fueled devices, are prohibited in all College owned housing. Decorative candles must have non-burned, clipped wicks, or be wickless. The number one cause of residence hall and apartment fires is open flames.

#### ***Fireworks and Explosives:***

Under state and federal law, fireworks and explosives are prohibited in Housing and Residential Life buildings and on College grounds.

#### ***Refrigerators:***

Refrigerators are permitted with a limit of 3 amps and 5 cubic feet per room. The College is not responsible for loss of items due to power outages.

#### ***Decorations:***

For the safety of the community, no live cut Christmas trees or greenery are permitted, lighting/wiring may not stretch across doorways or across common areas, and decorative lighting must be turned off when unattended. Decorations may not cover more than 1/3 (33%) of door and surface area, be three dimensional, nor obstruct the peep hole or the room number. Decorations deemed unsafe by Housing and Residential Life may be removed.

#### ***Windows/Air Vent Blockage:***

No items should be hung outside the windows, placed on the ledges, or on balcony or patio railings in any Housing and Residential Life facilities.

#### ***Emergency/Safety Equipment:***

Tampering, damaging, or inhibiting the use of emergency/safety equipment, including exterior residence hall doors, in any residence hall is prohibited. Residents may not use emergency equipment for any purpose other than emergency use. Residents involved in such activities will be subject to disciplinary action and may be removed from College housing. This regulation includes, but is not limited to, fire extinguishers, heat and smoke detectors, exit signs, fire alarm pull stations, or locked exterior doors.

#### ***Smoking/Tobacco Use:***

Oklahoma State University is a tobacco free environment therefore all residence halls and apartments are smoke-free. No smoking or tobacco use is permitted on College property.

#### ***Motor Vehicles:***

Motor vehicles, including recreational vehicles, are prohibited in Housing and Residential Life buildings and on College grounds. These items must be kept in the parking lots.

***Hoverboards and Drones:***

Hoverboards (also known as self-balancing scooters) and drones, including possession and use, are prohibited in all campus housing. This applies to all residence halls and campus apartments.

***Health & Safety Inspections:***

Each semester Housing and Residential Life staff will inspect rooms for safety concerns. When performing Health and Safety checks, staff will:

- Post notification for the community at least twenty-four (24) hours prior to the inspection, when possible.
- Knock and announce themselves before entering.
- Enter rooms in pairs.
- Inspect only items that are in plain view (no closets, drawers, or refrigerators will be opened).
- Look for – Unsafe cord placement (over doors, across door jams), unclean environment (rotting food, mold, offensive odor), doorway obstruction, electrical outlet overloading, maintenance concerns, pests, and paper covering more than 1/3 of door/walls.
- Document any policy violations.

***Fire Safety******Fire Drills:***

For the protection and safety of our community, announced and unannounced fire drills will be held at the direction of the CSC Housing Department during the academic year. To become familiar with evacuation routes, cooperation is mandatory. Anytime the alarm sounds residents are to leave the building. Participation in fire evacuations is required by state law.

***Fire Alarm Instructions:***

To ensure the safety of all persons within the residence hall or apartment, occupants should be familiar with proper procedures in responding to fire alarms. These procedures include:

- In inclement weather, wear a coat and shoes and carry a towel.
- Close windows and leave lights on in room. Take room key.
- Leave door closed and walk to exit. If smoke is encountered, stay low for air.
- Do not use an elevator.

Physical assistance for evacuation: - Call the CSC Police at 918-463-6375 or 911

- If unable to leave room, place a towel under the door if smoke is either seen or smelled.
- Hang a towel out of the window, indicating to a person below that a person is in that room.
- Await assistance in the room or area of refuge.

***Smoke Detector & Sprinkler System:***

Each residence hall room is equipped with a smoke detector. Smoke detectors in rooms are inspected regularly by Facilities Management.

Sprinkler systems have been installed for added safety in all residence facilities. To make the sprinkler system as effective as possible:

- Sprinklers must never be painted;
- Nothing may be hung from the sprinkler piping or sprinkler heads;
- Sprinkler heads may never be obstructed or altered;
- Nothing may be stored within 18 inches from the sprinkler head;
- Frisbees, footballs, baseballs, etc., are not to be thrown in rooms, hallways, or other public areas;
- Report any damages to the sprinkler system to the Police Department immediately.

By a mandate of the State Fire Marshal, an action plan has been adopted by CSC and Housing and Residential Life. Regulations are in effect regarding tampering with any fire safety equipment. This includes, but is not limited to smoke detectors, sprinkler heads, fire alarms, and fire extinguishers. The first offense of tampering will result in the student(s) being assessed a fine of \$500 (if the room is double occupancy, then each student will be assessed \$250). The student(s) will also be placed on Housing and Residential Life Probation, and receive an educational sanction. On the second offense, a \$500 fine will be assessed (\$500 to each resident if double occupancy); the student(s) will be removed from College housing, and the contract(s) must be paid in full; an incident report will be forwarded to CSC Police Department

and Safety and Security for a code violation citation with a potential fine of \$5,000 and one year imprisonment; and student(s) will be referred to the Student Conduct Education and Administration.

If at any time the smoke detector starts beeping periodically, it may mean that the battery is low. If this happens, please call the Residential Life Facilities Management Office at 918-463-6351, and they will send someone to replace the battery. Please do not replace the battery yourself.

The following chart lists the on-campus residential facilities and shows Fire Safety Systems within each of those facilities. The additional charts provide information about fires that have occurred in a residential facility and whether there were any injuries, deaths, or damage attributed to the fire.

Statistics and Related Information Regarding Fires in Residential Facilities						
Residential Facilities	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries That Required Treatment in a Medical Facility	Number of Deaths Related to a Fire	Value of Property Caused by Fire Damages (in Dollars)
Millers Crossing	0	0	0	0	0	0
McClarren	0	0	0	0	0	0

## **VI. OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA**

President Burns Hargis and members of the Oklahoma State University (OSU) administration appeared before the Board of Regents to present the business of OSU and review the Agenda for members of the Board. (The OSU Agenda is on file in the Board of Regents' Office as Doc. No. 1-12-6-19.)

### **B-1 Adoption of Memorial Resolutions**

President Hargis presented information to recognize the service of the individuals listed and noted that the statements for each individual as prepared by their respective departments are listed collectively in Reference Document B-1 of the OSU Agenda. President Hargis presented the Memorial Resolutions and recommended their adoption. (A copy of the Memorial Resolutions are attached to this portion of the minutes and collectively identified as ATTACHMENT A.)

Regent Anthony moved and Regent Milner seconded to adopt the Memorial Resolutions listed in Item B-1, as presented in the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

### **C-1 Approval of the OSU College of Osteopathic Medicine Mission/Vision Statement**

President Hargis said there have been no changes to the originally approved document. The Commission on Osteopathic College Accreditation requires these documents to be reviewed and approved every five years.

Regent Davis moved and Regent Anthony seconded to approve Item C-1 as presented in the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

Provost and Senior Vice President Gary Sandefur presented the following items pertaining to Policy and Operational Procedures and Academic Affairs:

### **D-1 Approval of personnel actions**

Provost Sandefur presented the personnel actions and recommended their approval with the exception of those items pertaining to separations and retirements, which are included as information items. These include 12 new appointments and 13 changes in title, rate, or appointment period, three sabbatical leave requests and one correction of a previously approved title. For information, two retirements and two separations are included.

Regent Burns moved and Regent Milner seconded to approve the personnel action items as presented in Item D-1 of the OSU Agenda.

Those voting aye: Board Members Anthony, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: Arthur. Absent: None. The motion carried.

E-1 Approval of curricular changes including new degrees, program modifications, etc.

Provost Sandefur said these requests include curricular changes for the OSU Stillwater and OSU-CHS campuses. If approved, these requests will be sent to the Oklahoma State Regents for Higher Education (OSRHE) for their consideration and approval. Provost Sandefur noted that this item was discussed by the Academic Affairs, Policy and Personnel Committee at its meeting earlier this morning.

Regent Davis said the Committee met with the OSU administration and acted to recommend Board approval of the administration's request.

Regent Davis moved and Regent Anthony seconded to approve Item E-1 as presented in the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None. The motion carried.

Senior Vice President Joe Weaver presented the following items pertaining to Administration and Finance:

G-2 Approval of actions required for the financing of potential capital projects

Mr. Weaver noted that this item was discussed by the Fiscal Affairs and Plant Facilities Committee at its meeting earlier this morning.

Regent Milner said the Committee met with the OSU administration and acted to recommend Board approval of the administration's request.

Regent Milner moved and Regent Hall seconded to approve Item G-2 as presented in the OSU Agenda.

Regent Davis asked Mr. Weaver to state the amount of savings this item generates. Mr. Weaver said it is anticipated that the University will save over \$25 million.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None. The motion carried.

G-1 Approval of peace officer actionsCommission:

OSUIT  
Bunnie Jesse

Commission No.  
785

Decommission:

OSUIT  
Paul Lloyd

Commission No.  
776

G-3 Approval to reject bids on oil and gas lease sales

Regent Burns moved and Regent Callahan seconded to approve Section G, Items 1 and 3 of the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

H-1 Approval of changes to OSU and OSU/A&M Retirement PlansH-2 Approval to enter into an agreement with the City of Tulsa to govern police services for the OSU-Tulsa campus

Regent Link asked for details of the changes to the retirement plans listed for Item H-1. Mr. Weaver said the changes are largely to comply with Federal regulatory requirements.

Mr. Weaver said Item H-2 is a mutual aid agreement to formalize the partnership between OSU-Tulsa and the City of Tulsa for police services. Mr. Link asked if this is a continuation or a new agreement. Ron Bussert, Vice President for Administration and Finance at OSU-Tulsa, said the University has had a Memorandum of Understanding with the Tulsa Police Department since 1999, and this is a renewal of that agreement with a few modifications.

Regent Milner moved and Regent Anthony seconded to approve Section H, Items 1 and 2 of the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

Mr. Weaver said Items I-1 through I-3 were discussed with members of the Fiscal Affairs and Plant Facilities (FAPF) Committee during its meeting this morning.

I-1 Approval to select an architectural firm to assist the University with the design and construction of a Transportation Operation and Maintenance Facility

Regent Milner said the FAPF Committee met with the OSU administration regarding Item I-1, and the Committee recommends approval of GH2 Architects of Tulsa, Oklahoma.

Regent Milner moved and Regent Hall seconded to approve the selection of GH2 Architects from Tulsa, Oklahoma, as the architectural firm for the Transportation Operation and Maintenance Facility in Item I-1 of the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

I-2 Approval to select a construction management firm to assist the University with the design and construction of a Transportation Operation and Maintenance Facility

Regent Milner said the FAPF Committee met with the OSU administration regarding Item I-2, and the Committee recommends approval of Manhattan Construction of Oklahoma City, Oklahoma.

Regent Milner moved and Regent Davis seconded to approve the selection of Manhattan Construction from Oklahoma City, Oklahoma, as the construction management firm for the Transportation Operation and Maintenance Facility in Item I-2 of the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

I-3 Approval to select a contracting firm to assist the University with the design and construction of an outdoor classroom at the Doel Reed Center for the Arts in Taos, New Mexico

Regent Milner said the FAPF Committee met with the OSU administration regarding Item I-3, and the Committee recommends approval of the administration's request.

Regent Milner moved and Regent Anthony seconded to approve Item I-3, as presented in the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

I-4     Ratification of interim approval for increase of funds for Engineering South renovation

Regent Hall moved and Regent Callahan seconded to approve Item I-4, as presented in the OSU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

J-1     Sole source & special request

J-2     Revolving & appropriated funds

J-3     Plant Funds

Mr. Weaver noted Items J-1 through J-3 are purchase requests.

Regent Milner moved and Regent Anthony seconded to approve Section J, Items 1-3, as presented in the OSU Agenda.

Regent Anthony referenced Item J-3b. and asked for identification of the buildings included. Mr. Weaver said OSU is bundling a number of buildings for demolition. This item includes the demolition of Willham House, the President's residence, a small building labeled the Old Wastewater Treatment Pilot Plant, which is dilapidated and located just north of the softball field, and Cowboy Mall.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

The business of Oklahoma State University being concluded, President Hargis and members of the OSU administration were then excused from the meeting.

## MEMORIAL RESOLUTION

ATTACHMENT A  
Page 1 of 2

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Hansell "Jack" Allison, Professor, Emeritus, Electrical and Computer Engineering, was claimed by death on October 21, 2019; and

WHEREAS, Dr. Allison, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1961, to the date of his retirement, June 1, 2005, and as a citizen worthy of commemoration and respect; and

WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND THE AGRICULTURAL AND MECHANICAL COLLEGES:

THAT it takes this method to express its appreciation for the years of useful service rendered by Dr. Allison to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma State University's faculty members.

BE IT FURTHER RESOLVED, that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Dr. Allison.

Adopted by the Board the 6<sup>th</sup> day of December, 2019.

  
Tucker Link, Chair

## MEMORIAL RESOLUTION

ATTACHMENT A

Page 2 of 2

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Frances Stromberg, Professor, Emeritus, Human Development and Family Sciences, was claimed by death on September 5, 2019; and

WHEREAS, Dr. Stromberg, by her loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1967, to the date of her retirement, July 1, 1985, and as a citizen worthy of commemoration and respect; and


WHEREAS, her friends and Oklahoma State University have suffered irreparable loss in her passing:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND THE AGRICULTURAL AND MECHANICAL COLLEGES:

THAT it takes this method to express its appreciation for the years of useful service rendered by Dr. Stromberg to the State of Oklahoma and its citizens, to express respect to her memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma State University's her members.

BE IT FURTHER RESOLVED, that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Dr. Stromberg.

Adopted by the Board the 6<sup>th</sup> day of December, 2019.

  
\_\_\_\_\_  
Tucker Link, Chair

## **II. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA**

President Kent Smith appeared before the Board of Regents to present the business of Langston University (LU) and review the Agenda for members of the Board. (The LU Agenda is attached to this portion of the minutes.)

President Smith thanked Theresa Powell, Elaine Preston, and the other staff who helped make today's Board meeting and the related events successful. He also thanked Kyla Eldridge and Nicole Nixon in the Board of Regents' Executive/Administrative Office for their continued assistance.

### **D-1 Approval of personnel actions**

Regent Milner moved and Regent Watkins seconded to approve Item D-1, as presented in the LU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

### **F-1 Approval to accept "Langston University Childcare Access Means Parents in School (CCAMPIS) Project" grant and to expend grant funds according to grant guidelines**

Regent Milner moved and Regent Watkins seconded to approve Item F-1 as presented in the LU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

### **G-1 Approval of peace officer actions**

#### **a. Decommission:**

<u>Name</u>	<u>Commission No.</u>
Mark Morgan	783
Derek Poole	774

Regent Watkins moved and Regent Anthony seconded to approve Item G-1 as presented in the LU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

I-1 Approval to increase the amount allocated for the Horticulture Facility

Regent Burns moved and Regent Anthony seconded to approve Item I-1 as presented in the LU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

I-2 Approval to begin the selection process for an architectural firm to assist with the design and construction of an Agriculture Biotechnology Facility

I-3 Approval to begin the selection process for a construction manager at risk to assist with the design and construction of an Agriculture Biotechnology Facility

President Smith said these items were discussed with members of the Fiscal Affairs and Plant Facilities Committee during its meeting this morning.

Regent Milner said the Committee met with the LU administration regarding these items and recommended approval.

Regent Milner moved and Regent Hall seconded to approve Items I-2 and I-3 as presented in the LU Agenda.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

J-1 Approval of purchasing request for continuous storage of equipment and furniture

President Smith said this item is simply to utilize a company contracted with the A&M System for storage of equipment and furniture.

Regent Anthony asked if this is storage for equipment or if it is purchase of the equipment. President Smith said this is for storage of furniture and equipment. These items were purchased from a college that was closing in Tulsa; some has been disseminated, but some is still in storage. Distribution is anticipated to occur within the next few months. He said they do not anticipate spending the entire amount that is being requested. Regent Burns asked if this is the purchase cost of the furniture and equipment in addition to storage fees. President Smith said it is not; this is solely the amount for storage of those items for another six to eight months. Regent Burns asked how much furniture and equipment amounts to that much in storage fees. President Smith said this is over \$1 million in equipment and furniture. Regent Burns asked what the true expected storage costs are. President Smith said the fee for air-conditioned storage is \$8,000 per month and the final storage cost depends on the overall time. The goal is to have the furniture and equipment out of storage by March or April of 2020. Regent Anthony said \$8,000 per month for six months totals \$48,000 and asked why the requested amount is \$92,000. President Smith said the goal is to have the storage out in less than six months, but the thought was to ask for a maximum amount in case they are unable to get everything out of storage as quickly as is hoped. Regent Burns asked where

the storage facility is located. President Smith said Oklahoma City. Regent Burns asked if Oklahoma City is where the furniture will be distributed. President Smith said the furniture and equipment will be divided across all the LU campuses. Current equipment must be disposed of before the new equipment can be moved in. Regent Burns encouraged President Smith to get the equipment and furniture distributed and out of storage as quickly as possible. President Smith assured that he would move this forward as quickly as possible. Regent Anthony said this seems like an excessive amount and would prefer the approved amount to be half what is proposed. Regent Burns agreed.

Regent Burns moved and Regent Anthony seconded to approve Item J-1 for an amended, maximum amount of \$46,000, for the storage of equipment and furniture.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

### **Update on Maymester and Fallmester Programs**

Regent Link asked President Smith for an update on the Maymester and Fallmester programs. President Smith asked Dr. Ruth Jackson, Vice President of Academic Affairs, to provide an update on these programs.

Regent Link asked Dr. Jackson if she is comfortable with the program and if she feels it is working and helping students. Dr. Jackson said the administration is very comfortable with the results of these programs. The professors have given positive feedback about the preparation of students. There has been a rise in pre-enrollment of freshman from the fall semester to the spring semester. These programs are also a component of LU's Complete College America 15 to Finish initiative.

Chairman Link addressed Representative McBride and explained for him that the Maymester program is a two-week, intense curriculum that was implemented for students who need to catch up on class hours and it has worked very well. The Maymester was so successful LU implemented the program for the fall titled, "Fallmester". These programs are designed to help incoming students become acclimated to college, advance the abilities of those students to jumpstart their semester quicker, and give the faculty an opportunity to flag any potential academic challenges more quickly in a new student's college career.

Regent Link asked if there are any plans to implement a similar program between December and January. President Smith said LU's faculty average teaching five courses in the fall and five courses in the spring in addition to the Fallmester and Maymester classes, so they are already overcommitted on the number of courses they teach. He is trying to reduce their teaching load because it is currently way too high. Regent Link said he understands, but he would like that to be considered.

The business of Langston University being concluded, President Smith was excused from the meeting.



# LANGSTON UNIVERSITY

Langston, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for the Oklahoma A&M Colleges

December 6, 2019

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with purchases to be coordinated through the Chief Procurement Officer, Oklahoma State University. We recommend the following business for your consideration and approval.

## **A - GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD**

1. Remarks by President Smith

## **B - RESOLUTIONS**

*None*

## **C - POLICY AND OPERATIONAL PROCEDURES**

*None*

## **D - PERSONNEL ACTIONS**

1. Board approval is requested for personnel actions including appointments, reappointments, changes in salary, changes in title or rate, personnel leaves, etc. Personnel items not requiring action by the Board including resignations, terminations, suspensions, retirements, etc. are provided for informational purposes only (*Reference Document D-1*)

## **E - INSTRUCTIONAL PROGRAMS**

*None*

## **F - BUDGETARY ACTIONS**

1. *"Langston University Childcare Access Means Parents in School (CCAMPIS) Project"*, USDA (Office of Partnerships and Public Engagement)  
Approval is requested for the School of Agriculture and Applied Sciences to accept a grant from USDA in the amount of \$68,186.00 for the period of 10/01/2019 through 09/30/2020. Board authorization is requested to expend grant funds, including any payment of administrative allowances at year-end, according to grant guidelines.

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

1. Peace officer actions (*Reference Document G-1*)
  - a. Decommission Mark Morgan and Derek Poole

**H - CONTRACTUAL AGREEMENTS (other than construction and renovation)**

*None*

**I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES**

1. Approval is respectfully requested to increase the amount allocated for the Horticulture Facility on the Langston Campus by an additional \$1 million for a total cost of \$4 million.
2. Approval is respectfully requested to begin the selection process for an architectural firm to assist Langston University with the design and construction of an Agriculture Biotechnology Facility for the Langston Campus. Additional detail for this request is attached as Reference Document I-1.
3. Approval is respectfully requested to begin the selection process for a construction management firm at risk to assist the University with the design and construction of an Agriculture Biotechnology Facility for the Langston Campus. Additional detail for this request is attached as Reference Document I-1.

**J - PURCHASE REQUESTS**

Board approval is requested for the following purchasing items. All purchases will comply with Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes. Detail for all purchase requests are attached and collectively identified as Reference Document J-1.

**K - STUDENT SERVICES/ACTIVITIES**

*None*

**L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED**

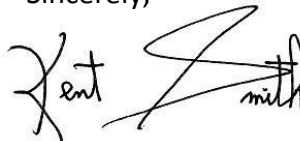
*None*

**M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**

1. Langston University Livestock Inventory for May 2019 through October 2019 (Ref. Doc. M-1)
2. Langston University Academic Calendar 2020 – 2021 (Ref. Doc. M-2)

All items listed above are respectfully submitted for your approval.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kent J. Smith, Jr.', with a stylized flourish at the end.

KENT J. SMITH, JR.  
PRESIDENT

**Personnel Actions**

Personnel actions pertaining to appointments, reappointments, changes in salary, changes in title or rate, personnel leaves, etc.

<b>Name</b>	<b>Action</b>	<b>Effective Date</b>	<b>Salary/Rate</b>
Brooke Baker	Employ as Instructor, School of Nursing and Health Professions (non-tenure track)	11/1/2019	\$50,000.00 annually (9-month basis)
Osarentin Uhunoma	Employ as Research Assistant Professor/Statistician, Department of Rehabilitation Counseling & Disability Studies, School of Education and Behavioral Sciences (non-tenure track)	11/1/2019	\$63,500.00 annually (9-month basis)

**Langston University**

## 1. Revocation of peace officer commissions:

<b>NAME</b>	<b>CAMPUS</b>	<b>COMM. NO.</b>
Mark Morgan	LU	N/A
Derek Poole	LU	N/A

**Langston University New Construction or Renovation of Facilities Requests**

Board approval is respectfully requested to begin the selection processes for an architectural firm as well as a construction manager at risk to assist the University with the design and construction of an Agriculture Biotechnology Facility on the Langston Campus.

The proposed Agriculture Biotechnology Facility will be located directly across the road and parallel to the current School of Agriculture and Applied Sciences (SAAS) facility. It will include laboratory spaces for basic and applied agriculture research and for tangible student training to meet the needs of skilled professionals. The facility will also include classrooms and office spaces. Connected to the biotechnology facility will be a conference area that seats approximately 200 individuals. This facility will help Langston University achieve our extension, research, and teaching goals as an 1890 Land-Grant Institution. The facility will serve multiple functions for faculty, staff, and students. The cost of this project is estimated at up to \$6 million and will come from legally available funds.

The solicitation and screening procedure will follow Board guidelines for consultant selection and the Board of Regents will be notified of committee meetings and interviews. A recommendation for the selection of consulting firms will be presented to the Board of Regents at future meetings. Dr. Wesley Whittaker, Dean of the School of Agriculture and Applied Sciences, and Mike Buchert of OSU Long Range Facilities Planning are coordinating this project.

### **Langston University Purchase Requests**

1. Revolving & appropriated funds
  - a. Approval is respectfully requested for Langston University to utilize A-1 Freeman, a vendor contracted with the Oklahoma A&M system, for continuous storage of equipment and furniture at an estimated cost of \$92,000.00. Funding for this expenditure is available in account 116003-L.

# Livestock Inventory 2019



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthanized  
 ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

April balance= **1406**Additions / Reductions = **177**May balance= **1583**

Livestock Breed & Category	Female						Male						▼ Change	TOTAL		
	Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine	151	D -1	82	D -2	77	D -5	8		9		81	D -5	4			
	150	-1	80	-2	72	-5	8	0	9	0	76	-5	4	0	-13 399	
Angora Commercial	9		4		0	B 6 D -4	1		6		0	B 9 D -5	0			
							TR 3		TR -3							
	9	0	4	0	2	2	4	3	3	-3	4	4	0	0	6 26	
	Registered	4		0		0		0		0		0		0		
4		0	0	0	0	0	0	0	0	0	0	0	0	0	0 4	
Boer	73	TR 8	22	TR -8	14	B 28 D -5	5	TR 1	3	TR -1	9	B 33 D -2	28			
	81	8	14	-8	37	23	6	1	2	-1	40	31	28	0	54 208	
Boer x Spanish	7/8	0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0 0	
	3/4	0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0 0	
	1/2	0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0 0	

Livestock Breed & Category	Female						Male						▼ Change	TOTAL	
	Doe		Doeling		Kid		Bucks		Buckling		Kid				Wether
Spanish	136	D -6 TR 7	68	TR -7	61	B 13 D -2	8		6		83	B 7 TR -5 C -1	65	D -1 TR 5	
	137	1	61	-7	72	11	8	0	6	0	84	1	69	4	10 437
Stiff leg	10	D -1	10	D -2	3	B 9 D -1	1	TR 2	4	TR -2	2	B 5	1		
	9	-1	8	-2	11	8	3	2	2	-2	7	5	1	0	10 41
Stiff leg X Spanish 1/2	15	D -1	0		0		0		0		0		0		
	14	-1	0	0	0	0	0	0	0	0	0	0	0	0	-1 14
Stiff leg X Spanish 3/4	15		18		3	B 17	0		1		1	B 22 EU -1 D -1	0		
	18	TR 3	15	TR -3	20	17	0	0	1	0	21	20	0	0	37 75
Total Goats:	422		182		214		29		23		232		102		103 1204
Dorper	25	D -1	19		9	B 14 D -1	4		2		3	B 14	14		
	24	-1	19	0	22	13	4	0	2	0	17	14	14	0	26 102
St Croix	32		22		9	B 18 EU -1 D -1	2		2		15	B 16	27		
	32	0	22	0	25	16	2	0	2	0	31	16	27	0	32 141
Katahdin	26	D -1 EU -1	32		11	B 7 D -1	4		2		10	B 13 D -1	22		
	24	-2	32	0	17	6	4	0	2	0	22	12	22	0	16 123
Total sheep:	80		73		64		10		6		70		63		74 366
Dogs	Female		Male												
	7		6												
Total dogs:	7	0	6	0											0 13

*Erick R. Lopez*  
Research Farm Manager

*Juliah Sade*  
Director

*Dean*  
Dean

# Livestock Inventory 2019



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthanized  
ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

May balance= **1583**

Additions / Reductions = **-81**

June balance = **1502**

Livestock Breed & Category		Female						Male						Change ▼	TOTAL	
		Doe		Doeling		Kid		Buck		Buckling		Kid				Wether
Alpine		150	D -2 S #	80	D -1 S -4	72	D -4 C -1	8	D -1	9	S -6	76	D -2 S -13 C 1	4		
		113	#	75	-5	67	-5	7	-1	3	-6	62	-14	4	0	-68 331
Angora	Commercial	9		4		2	D -3 B 1	4	D -1 TR 1	3	TR -1	4	D -1	0		
		9	0	4	0	0	-2	4	0	2	-1	3	-1	0	0	-4 22
	Registered	4		0		0		0		0		0		0		
		4	0	0	0	0	0	0	0	0	0	0	0	0	0	0 4
Boer		81	D -4 EU -1	14	D -1	37	B 14 D -7	6		2	D -1	40	B 17 D -5	28		
		76	-5	13	-1	44	7	6	0	1	-1	52	12	28	0	12 220
Boer x Spanish	7/8	0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0 0	
	3/4	0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0 0	
	1/2	0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0 0	

(continues)

Livestock Breed & Category	Female						Male						Change ▼	TOTAL		
	Doe		Doeling		Kid		Bucks		Buckling		Kid				Wether	
Spanish	137	D -3	61		72	D -6 B 1	8		6	D -1	84	B 1	69	D -3	-11	426
	134	-3	61	0	67	-5	8	0	5	-1	85	1	66	-3		
Stiff leg	9		8		11	D -2	3		2		7	B 1 D -1	1		-2	39
	10	TR 1	7	TR -1	9	-2	3	0	2	0	7	0	1	0		
Stiff leg X Spanish 1/2	14	D -2	0		0		0		0		0		0		-2	12
	12	-2	0	0	0	0	0	0	0	0	0	0	0	0		
Stiff leg X Spanish 3/4	18	D -2	15	D -1 TR 3	20	B 2 D -3 C 1 TR -3	0		1		21	B 3 D -4 C -1	0		-5	70
	16	-2	17	2	17	-3	0	0	1	0	19	-2	0	0		
Total Goats:	374		177		204		28		14		228		99		-80	1124

<b>Dorper</b>	24		19		22		4		2		17		14		0 102
	24	0	19	0	22	0	4	0	2	0	17	0	14	0	
<b>St Croix</b>	32	EU -1	22		25		2		2		31		27		-1 140
	31	-1	22	0	25	0	2	0	2	0	31	0	27	0	
<b>Katahdin</b>	24		32		17		4		2		22	D -1	22		-1 122
	24	0	32	0	17	0	4	0	2	0	21	-1	22	0	
<b>Total sheep:</b>	79		73		64		10		6		69		63		-2 364

<b>Dogs</b>	Female			Male	
	7			6	DN 1
	<b>Total dogs:</b>	7		0	7

1 14

*Erick R. Loeb*  
Research Farm Manager

*Julia Sahl*  
Director

*Dean*  
Dean

# Livestock Inventory 2019



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthanized  
ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

June balance= **1502**

Additions / Reductions = **-71**

July balance = **1431**

Livestock Breed & Category		Female						Male						Change ▼	TOTAL		
		Doe		Doeling		Kid		Buck		Buckling		Kid				Wether	
Alpine		113		75	D -2	67	D -2	7		3		62	D -3 ES -28	4			
		113	0	73	-2	65	-2	7	0	3	0	31	-31	4	0	-35	296
Angora <i>Commercial</i>		9		4		0		4		2		3		0			
		9	0	4	0	0	0	4	0	2	0	3	0	0	0	0	22
		Registered		4		0		0		0		0		0			
				4	0	0	0	0	0	0	0	0	0	0	0	0	4
Boer		76	D -1	13	D -1	44	D -5	6	D -1	1		52	D -6	28	D -1		
		75	-1	12	-1	39	-5	5	-1	1	0	46	-6	27	-1	-15	205
Boer x Spanish		7/8		0		0		0		0		0		0			
				0	0	0	0	0	0	0	0	0	0	0	0		
		3/4		0		0		0		0		0		0			
				0	0	0	0	0	0	0	0	0	0	0	0		
		1/2		0		0		0		0		0		0			
				0	0	0	0	0	0	0	0	0	0	0	0		

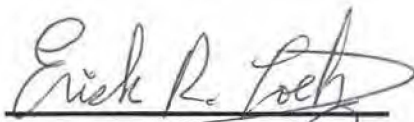
	Female						Male						▼ Change	TOTAL	
Livestock Breed & Category	Doe		Doeling		Kid		Bucks		Buckling		Kid				Wether
Spanish	134	D -1	61		67		8	EU -1	5		85	D -2	66	D -2	
	133	-1	61	0	67	0	7	-1	5	0	83	-2	64	-2	-6 420
Stiff leg	10		7	TR 4	9	D -1 TR -4	3	D -1	2		7	D -3	1		
	10	0	11	4	4	-5	2	-1	2	0	4	-3	1	0	-5 34
Stiff leg X Spanish 1/2	12		0		0		0		0		0		0		
	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0 12
Stiff leg X Spanish 3/4	16		17	TR 2	17	D -3 TR -2	0		1		19	D -2	0		
	16	0	19	2	12	-5	0	0	1	0	17	-2	0	0	-5 65
Total Goats:	372		180		187		25		14		184		96		-66 1058

<b>Dorper</b>	24	D -1	19		22		4		2		17	TR -13	14	TR 13	
	23	-1	19	0	22	0	4	0	2	0	4	-13	27	13	-1 101
<b>St Croix</b>	31		22		25	D -1	2		2		31	TR -31	27	TR 31	
	31	0	22	0	24	-1	2	0	2	0	0	-31	58	31	-1 139
<b>Katahdin</b>	24		32		17	C 1	4		2		21	D -2 C -1 TR -14	22	TR 14	
	24	0	32	0	18	1	4	0	2	0	4	-17	36	14	-2 120
<b>Total sheep:</b>	78		73		64		10		6		8		121		-4 360


<b>Dogs</b>	Female	
	7	
	<b>Total dogs:</b>	7

Male	
7	D -1
6	-1

-1 13

  
Research Farm Manager

  
Director

  
Dean

# Livestock Inventory 2019



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthanized  
ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

July balance= **1431**

Additions / Reductions = **-157**

August balance = **1274**

Livestock Breed & Category	Female						Male						Change ▼ TOTAL			
	Doe		Doeling		Kid		Buck		Buckling		Kid			Wether		
Alpine	113	D -1 S -9	73	D -1	65		7	D -1	3		31	ES -25	4		-37 259	
	103	#	72	-1	65	0	6	-1	3	0	6	-25	4	0		
Angora <i>Commercial</i>	9		4	D -1	0		4		2		3	S -1	0		-2 20	
	9	0	3	-1	0	0	4	0	2	0	2	-1	0	0		
	<i>Registered</i>	4		0		0		0		0		0		0		0 4
		4	0	0	0	0	0	0	0	0	0	0	0	0	0	
Boer	75	D -1	12	D -1	39	D -2 S -3	5		1		46	S -3	27		-10 195	
	74	-1	11	-1	34	-5	5	0	1	0	43	-3	27	0		
Boer X Spanish 7/8	0		0		0		0		0		0		0		0 0	
	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
	3/4	0		0		0		0		0		0		0		0 0
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	1/2	0		0		0		0		0		0		0		0 0
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	

(continues)

Livestock Breed & Category	Female						Male						Change ▼ TOTAL		
	Doe		Doeling		Kid		Bucks		Buckling		Kid			Wether	
Spanish	133	D -3 EU -1	61	D -1	67	D -1	7		5		83	D -1	64		-16 404
				S -2 TR 27		S -3 TR -27						S -2		S -2	
	129	-4	85	24	36	-31	7	0	5	0	80	-3	62	-2	
Stiff leg	10	D -1	11		4	D -1	2		2		4		1	S -1	-3 31
	9	-1	11	0	3	-1	2	0	2	0	4	0	0	-1	
Stiff leg X Spanish 1/2	12		0		0		0		0		0		0		0 12
	12	0	0	0	0	0	0	0	0	0	0	0	0	0	
Stiff leg X Spanish 3/4	16		19		12	D -1 S -1	0		1		17	D -1 S -1	0		-4 61
	16	0	19	0	10	-2	0	0	1	0	15	-2	0	0	
Total Goats:	356		201		148		24		14		150		93		-72 986

Dorper	23	D EU S	-3 -1 -2	19		22		S	-1	4		2		4		27		S	-15	-22	79	
	17		-6	19		21		-1	4		0	2		0	4		0	12				-15
St Croix	31	S	-3	22		24	S	-1	2		2		0		58	S	-28	-32	107			
	28		-3	22		23		-1	2		0	2		0	0		0			30		-28
Katahdin	24	S	-6	32		18	S	-1	4		2		4		36	S	-24	-31	89			
	18		-6	32		17		-1	4		0	2		0	4		0			12		-24
Total sheep:		63		73		61		10		6		8		54		-85		275				

<b>Dogs</b>	Female		Male	
	7		6	
	7	0	6	0
<b>Total dogs:</b>				0 13

Erick R. Loh  
Research Farm Manager

Tulok Sahh  
Director

  
Dean

# Livestock Inventory 2019



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthanized  
ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

August balance= **1274**

Additions / Reductions = **2**

September balance = **1276**

Livestock Breed & Category		Female					Male							▼ Change	TOTAL		
		Doe		Doeling		Kid	Buck		Buckling		Kid		Wether				
Alpine		103		72	TR 36	65	D -1 TR -36	6		3		6	TR -3	4	TR 3		
		103	0	108	36	28	-37	6	0	3	0	3	-3	7	3	-1	258
Angora <i>Commercial</i>		9		3		0		4		2		2		0			
		9	0	3	0	0	0	4	0	2	0	2	0	0	0	0	20
		<i>Registered</i>		4		0		0		0		0		0			
				4	0	0	0	0	0	0	0	0	0	0	0	0	4
Boer		74		11	D -2	34	D -3 B 2	5	D -1	1		43	TR -40 B 3	27	TR 40		
		74	0	9	-2	33	-1	4	-1	1	0	6	-37	67	40	-1	194
Boer X Spanish		7/8		0		0		0		0		0		0			
				0	0	0	0	0	0	0	0	0	0	0	0		
		3/4		0		0		0		0		0		0			
				0	0	0	0	0	0	0	0	0	0	0	0		
		1/2		0		0		0	B 3	0		0		0	B 9	0	
				0	0	0	0	3	3	0	0	0	0	9	9	0	0

(continues)

Livestock Breed & Category	Female						Male						Change ▼	TOTAL		
	Doe		Doeling		Kid		Bucks		Buckling		Kid				Wether	
Spanish	129	EU -3	85	TR 15	36	TR -15	7		5	TR 1	80	TR -37	62	TR 36 D -1		
	126	-3	100	15	21	-15	7	0	6	1	43	-37	97	35	-4	400
Stiff leg	9		11	D -1	3		2		2		4		0			
	9	0	10	-1	3	0	2	0	2	0	4	0	0	0	-1	30
Stiff leg x Spanish 1/2	12	EU -1	0		0		0		0		0		0			
	11	-1	0	0	0	0	0	0	0	0	0	0	0	0	-1	11
Stiff leg x Spanish 3/4	16	EU -1	19		10		0		1		15	D -2	0			
	15	-1	19	0	10	0	0	0	1	0	13	-2	0	0	-3	58
Total Goats:	351		249		98		23		15		80		171		1	987
Dorper	17		19		21		4		2	P 1	4	TR -4	12	TR 4		
	17	0	19	0	21	0	4	0	3	1	0	-4	16	4	1	80
St Croix	28	D -1 EU -2	22		23		2		2		0		30			
	25	-3	22	0	23	0	2	0	4	2	0	0	30	0	-1	106
Katahdin	18		32		17	D -1	4		2	P 2	4	TR -4	12	TR 4		
	18	0	32	0	16	-1	4	0	4	2	0	-4	16	4	1	90
Total sheep:	60		73		60		10		11		0		62		1	276
Dogs	Female						Male									
	7						6									
Total dogs:	7	0					6	0							0	13

  
Research Farm Manager

  
Director

  
Dean

# Livestock Inventory 2019



A: Aborted B: Born C: Correction D: Died DN: Donated E: Extension EU: Euthanized  
ES: Expt. Slaughter EX: Experiment P: Purchase SL: Slaughter S: Sold TR: Transfer

September balance= **1276**

Additions / Reductions = **-18**

October balance = **1258**

Livestock Breed & Category		Female						Male						▼ Change	TOTAL	
		Doe		Doeling		Kid		Buck		Buckling		Kid				Wether
Alpine		103	D -3	108	TR 28 D -5	28	TR -28	6		3	TR 3	3	TR -3	7		
		100	-3	131	23	0	-28	6	0	6	3	0	-3	7	0	-8 250
Angora <i>Commercial</i>		9		3		0		4		2		2	TR -2	0	TR 2	
		9	0	3	0	0	0	4	0	2	0	0	-2	2	2	0 20
		4		0		0		0		0		0		0		
		4	0	0	0	0	0	0	0	0	0	0	0	0	0	0 4
Boer		74		9	TR 9	33	D -2 TR -9	4		1		6		67	D -2	
		74	0	18	9	22	-11	4	0	1	0	6	0	65	-2	-4 190
Boer x Spanish 7/8		0		0		0		0		0		0		0		
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
		3/4	0		0		0		0		0		0		0	
		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0 0
		1/2	0		0		3		0		0		9		0	
		0	0	0	0	3	0	0	0	0	0	9	0	0	0	0 12

Livestock Breed & Category	Female						Male						Change ▼	TOTAL		
	Doe		Doeling		Kid		Bucks		Buckling		Kid				Wether	
Spanish	126		100	D -1 TR 12	21	TR -12	7		6		43	D -1 TR -40	97	D -2 TR 40	-4	396
	126	0	111	11	9	-12	7	0	6	0	2	-41	135	38		
Stiff leg	9		10	TR 1	3	TR -1 D -1	2		2		4	TR -4	0	TR 4	-1	29
	9	0	11	1	1	-2	2	0	2	0	0	-4	4	4		
Stiff leg x Spanish 1/2	11		0		0		0		0		0		0		0	11
	11	0	0	0	0	0	0	0	0	0	0	0	0	0		
Stiff leg x Spanish 3/4	15	TR 1	19	TR -1	10		0	TR 1	1	TR -1	13	TR -13	0	TR 13	0	58
	16	1	18	-1	10	0	1	1	0	-1	0	-13	13	13		
Total Goats:	349		292		45		24		17		17		226		-17	970

<b>Dorper</b>	17	D -1	19	TR 9	21	TR -9	4		3		0		16	EU -1
	16	-1	28	9	12	-9	4	0	3	0	0	0	15	-1
													-2	78
<b>St Croix</b>	25		22	TR 8	23	TR -8	2		4	P 1	0		30	
	25	0	30	8	15	-8	2	0	5	1	0	0	30	0
													1	107
<b>Katahdin</b>	18		32	TR 10	16	TR -10	4		4		0		16	
	18	0	42	10	6	-10	4	0	4	0	0	0	16	0
													0	90
<b>Total sheep:</b>	59		100		33		10		12		0		61	
													-1	275

	Female	
<b>Dogs</b>	7	
<b>Total dogs:</b>	7	0

	Male	
	6	
	6	0

0 13

  
Research Farm Manager

  
Director

  
Dean

Revised July 2019

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION****Return by December 1, 2019****Electronic submission with President's signature is preferred (to [sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)).****Institution:** Click here to select your institution.**ACADEMIC CALENDAR FOR 2020-2021****NOTE:** *All schedules should include final exams***Summer 2020 Session:**

Semester (8-week session) (begins and ends) 6/1/2020 through 7/24/2020

1st 4-week session (begins and ends) 6/1/2020 through 6/26/2020

2nd 4 week session (begins and ends) 6/29/2020 through 7/24/2020

Please list dates of all holidays/breaks (no classes) 5/25/2020 through Click here to enter end date.

7/4/2020 through Click here to enter end date.

Please add any additional short-term sessions offered at your institution:

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends) Click here to enter begin date. through Click here to enter end date.

-week session (begins and ends) Click here to enter begin date. through Click here to enter end date.

-week session (begins and ends) Click here to enter begin date. through Click here to enter end date.

Summer Commencement date (if applicable) Click here to enter a date.

Academic Calendar 2020-2021  
Page 2

**Fall 2020 Semester:**

16 week Semester (begins and ends)	8/17/2020 through 12/11/2020
1st 8-week session (begins and ends)	8/17/2020 through 10/9/2020
2nd 8-week session (begins and ends)	10/12/2020 through 12/11/2020
1st 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
2nd 4 week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
4th 4 week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please list dates of all holidays/breaks (no classes) 9/7/2020 through Click here to enter end date.  
11/23/2020 through 11/27/2020  
Click here to enter begin date. through Click here to enter end date.

Fall Commencement date (if applicable) Click here to enter a date.

## Academic Calendar 2020-2021

Page 3

**Spring 2021 Semester:**

16 week Semester (begins and ends)	1/19/2021 through 5/14/2021
1st 8-week session (begins and ends)	1/19/2021 through 3/12/2021
2nd 8-week session (begins and ends)	3/22/2021 through 5/14/2021
1st 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
2nd 4 week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
4th 4 week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please add any additional short-term sessions offered at your institution (if applicable):

(Please note the specific length of the short term session in the shaded boxes)

-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.
-week session (begins and ends)	Click here to enter begin date. through Click here to enter end date.

Please list dates of all holidays/breaks (no classes)	1/18/2021 through Click here to enter end date.
	3/15/2021 through 3/19/2021
	Click here to enter begin date. through Click here to enter end date.

\*\*\*Note: Spring Break should be scheduled for the week that encompasses the third Wednesday in March\*\*\*

Spring Commencement date (if applicable)	5/15/2021
	Click here to enter a date.
	Click here to enter a date.

**Alternative Schedules** (please describe any alternative schedules not already indicated above)

## Academic Calendar 2020-2021

Page 4

Interessions (classes that meet between regularly scheduled semesters or that meet between summer session and fall semester, between fall semester and spring semester, or between spring semester and summer session):

	Fall 2020 Interession (between summer 2020 and fall 2020)	Spring/Winter 2020- 2021 Interession (between fall 2020 and spring 2021)	Summer 2021 Interession (between spring 2021 and summer 2021)
Interession begins	8/3/2020	12/14/2020	5/17/2021
Interession ends	8/14/2020	1/8/2021	5/28/2021

Summer 2020 (if applicable):

Final add date 8 week classes	6/3/2020
Final drop date 8 week classes:	6/5/2020
Final add date first 4 week classes:	6/2/2020
Final drop date first 4 week classes:	6/2/2020
Final add date 2nd 4 week classes:	6/30/2020
Final drop date 2nd 4 week classes:	6/30/2020

Fall 2020:

Final add date 16 week classes:	8/21/2020
Final drop date 16 week classes:	8/28/2020
Final add date 1st 8 week classes:	8/19/2020
Final drop date 1st 8 week classes:	8/21/2020
Final add date 2nd 8 week classes:	10/14/2020
Final drop date 2nd 8 week classes:	10/16/2020

Spring 2021:

Final add date 16 week classes:	1/25/2021
Final drop date 16 week classes:	2/1/2021
Final add date 1st 8 week classes:	1/21/2021
Final drop date 1st 8 week classes:	1/25/2021
Final add date 2nd 8 week classes:	3/24/2021
Final drop date 2nd 8 week classes:	3/26/2021

Signature of President \_\_\_\_\_

Date \_\_\_\_\_

State Regents' Policy 3.18

## **VII. PUBLIC COMMENTS**

Chairman Link said in accordance with Board Policy 1.17, time is provided for individuals to appear before the Board in order to provide comments. There were none registered to comment, and the Board continued with its business.

## **VIII. COMMITTEE REPORTS**

### **Academic Affairs, Policy and Personnel Committee**

*None*

### **Audit, Risk Management and Compliance Review Committee**

Committee Chairman Anthony said the Committee met on December 2, 2019, to receive comments by representatives from BKD, LLP, as well as a report by the Chief Audit Executive concerning the Office of Internal Audit and status of the FY-2020 Audit Plan.

The Committee also met with representatives of BKD, LLP, to review the FY 2019 audits for Northeastern Oklahoma A&M College, Connors State College, Oklahoma Panhandle State University, and Oklahoma State University and its constituent budget agencies. Also discussed was the status of the financial statements for Langston University and the progress being made to complete the FY 2019 LU audit. The LU audit report will be brought to the Board for acceptance upon its completion. The Committee acted to recommend acceptance of the completed audit reports for NEO, CSC, OPSU, and OSU.

Regent Anthony moved and Regent Davis seconded to accept the completed FY 2019 audit reports as presented.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

Regent Link thanked Regents Anthony, Burns, and Callahan for the time they devoted to this meeting. He also thanked Regent Watkins for her service as a temporary member for Regent Burns.

### **Fiscal Affairs and Plant Facilities Committee**

*(All business discussed by this Committee was presented during the business of OPSU, OSU, and LU.)*

### **Planning and Budgets Committee**

*None*

### **Regents' Steering Committee re: NEO A&M College Presidential Selection Process**

Regent Callahan thanked everyone who served on the Committee as well as the Regents for their diligence in selecting the new President for NEO, Dr. Kyle Stafford.

Regent Callahan said that Shari Brecht in the Executive/Administrative Board Office worked very hard on this search and expressed appreciation for her service. Regent Link said the Board appreciates her service not only on this search, but for the past 40 plus years of her work for the Board.

**IX. OTHER BOARD OF REGENTS' BUSINESS****A. General Information/Reports Requiring No Action by the Board**

*None*

**B. Resolutions**

*None*

**C. Policy and Operational Procedures**

*None*

**D. Personnel actions for approval and personnel item for informational purposes**

Mr. Ramsey said several staff members of the Executive/Administrative Office and the Office of Legal Counsel are being promoted due to their outstanding work. (The personnel actions are attached to this portion of the minutes as ATTACHMENT A and are considered a part of these minutes.)

Regent Callahan moved and Regent Milner seconded to approve the personnel actions as presented.

Those voting aye: Board Members Anthony, Arthur, Burns, Callahan, Davis, Hall, Link, Milner, and Watkins. No: None. Abstentions: None. Absent: None.  
The motion carried.

**E. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)**

*None*

**F. Other Business Matters Requiring Action of the Board**

*None*

**G. Reports/Comments/Recommendations by Chief Executive Officer**

*None*

**H. Reports/Comments/Recommendations by General Counsel**

*None*

**I. Reports/Comments/Recommendations by Chief Audit Executive**

*None*

**J. New Business Unforeseen at the Time Agenda was Posted****K. Other Informational Matters Not Requiring Action of the Board**

*None*

Comments by Oklahoma State Representative Mark McBride

Regent Watkins thanked Representative McBride for attending the meeting today and asked him if he would like to make any comments. Representative McBride said he is waiting on some information about the Endowed Chair Program and he is working on some legislation regarding that matter. He said he has spoken with Charles McCall, Speaker of the Oklahoma House of Representatives, and he also has plans to meet with the Oklahoma State Regents for Higher Education (OSRHE) Chancellor Glen Johnson on Monday to try to move this effort forward.

Regent Link said there was an item in the OSRHE budget request to bond the amount. Representative McBride said budget issues in Oklahoma are ongoing, and the only way to pay these funds out is through a bond. Regent Link said his recollection is the gross amount is approximately \$187 million to be paid via bond at approximately \$12 million per year for a 15-year period. Of that amount, approximately \$84 million goes to OSU. Representative McBride said the higher education recipients of this money will be OSU, University of Oklahoma, Northwestern Oklahoma State College, and Cameron University. Regent Link complimented Representative McBride on his good work.

Adjournment

At approximately 11:22 a.m., Chairman Link adjourned the meeting.

**PERSONNEL ACTIONS**  
*for the*  
**BOARD OF REGENTS' OFFICES**

December 6, 2019, Board Meeting

**Executive/Administrative Office:**

**POSITION AND COMPENSATION CHANGES**

- **Brecht, Shari**, \$5,000 one-time bonus for additional duties related to the NEO presidential search
- **Eldridge, Kyla**, promotion to Executive Assistant to the CEO at a salary of \$65,000 (effective December 1, 2019)
- **Nixon, Nicole**, promotion to Administrative Associate at a salary of \$42,000 (effective December 1, 2019)

**Office of Legal Counsel:**

**RESIGNATION**

- **Hill, Andrew** (effective December 6, 2019)

**POSITION AND COMPENSATION CHANGES**

- **Artinger, Erika**, salary increase to \$102,500 (effective December 1, 2019)
- **Towle, Gaylan**, promotion to Senior Staff Attorney at a salary of \$90,000 (effective December 1, 2019)
- **Newton, Amy**, promotion to Senior Staff Attorney in the OSU-CHS office at a salary of \$90,000 (effective December 1, 2019)

BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES



Tucker Link 01/28/2020 16:46 Central Standard

By: \_\_\_\_\_

L. Tucker Link, Chairman

ATTEST:



Jason Ramsey 01/31/2020 20:05 Central Standard

\_\_\_\_\_  
Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges on January 24, 2020.



Kyla Eldridge 01/24/2020 10:24 Central Standard

\_\_\_\_\_  
Kyla Eldridge  
Executive Assistant to the CEO