



MINUTES

of the

**BOARD OF REGENTS *for the* OKLAHOMA
AGRICULTURAL & MECHANICAL COLLEGES**

for the

March 6, 2020

Regular Board Meeting

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OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

March 6, 2020

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MINUTES OF THE MEETING OF THE BOARD OF REGENTS
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
MARCH 6, 2020

Notice of this meeting was filed with the Oklahoma Secretary of State on September 17, 2019.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Council Room, 412 Student Union, Oklahoma State University, Stillwater, Oklahoma, on March 6, 2020.

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

Absent: Mr. Calvin Anthony and Mr. Jarold Callahan.

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 Assistant to the CEO; and Ms. Nicole Nixon, Administrative Associate.

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 10:09 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 Milner moved and Regent Watkins seconded to approve the Order of Business as presented.

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

B. Approval of Regular Board Meeting Minutes

Regent Burns moved and Regent Davis seconded to approve the minutes of the January 24, 2020, Regular Meeting of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges.

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

C. Announcement of Next Board Meeting

Chairman Link announced that the next Board meeting will be held on April 24, 2020, in the Regents Room, A.D. Stone Student Union, Connors State College, Warner, Oklahoma.

D. Approval of Future Board Meeting

Regent Burns moved and Regent Watkins seconded to approve the meeting scheduled for June 19, 2020, in the Executive Board Room, Administration Building, Oklahoma State University-Tulsa, 700 N. Greenwood Avenue, Tulsa, Oklahoma.

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

E. Approval to change locations of Regularly Scheduled Board Meetings

Details of these location changes are listed in ATTACHMENT B and attached to this portion of the minutes.

1. September 11, 2020, Regular Board Meeting: from OSU Stillwater to Langston University
2. October 23, 2020, Regular Board Meeting: from Langston University to OSU Stillwater

Regent Davis moved and Regent Hall seconded to approve a change of locations for the September 11, 2020, Regular Board meeting and the October 23, 2020, Regular Board Meeting, as presented.

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

F. Recognition of Regent Lou Watkins

Chairman Link thanked Regent Watkins for her service and presented her with a plaque inscribed, "In grateful appreciation for your leadership and dedication to the advancement of higher education in Oklahoma as a member of the Board of Regents for Oklahoma State University and the A&M Colleges, 1997-2020", and a bouquet of flowers. Chairman Link noted that Regent Anthony was absent. Mr. Ramsey said Regent Anthony wished he could attend the meeting and sent the following message: "Lou, congratulations on a wonderful tenure on our Board. Your wisdom and grace on the many issues we as a Board face make you a very valuable Board member. Thanks for all you've done for the students of our great Universities and Colleges. You will be sorely missed. Godspeed, Calvin."

Chairman Link said Regent Watkins has been a great help and a great leader for so many things the Board has accomplished. Regent Watkins said it has been her pleasure to serve.

Chairman Link invited the A&M Institutional Presidents to acknowledge Regent Watkins' service. President Tim Faltyn, Oklahoma Panhandle State University; President Ronald Ramming, Connors State College; President Kyle Stafford, Northeastern Oklahoma A&M College; President Kent Smith, Langston University; President Burns Hargis, Oklahoma State University; and Director of Athletics Mike Holder, Oklahoma State University; came before the Board and offered words of appreciation and admiration to Regent Watkins for her many years of dedicated service to the System.

Regent Watkins said she is impressed by the staff in the A&M System and how hard they work and that they go above and beyond for every request. She said not all of the institutions in the System are land-grant schools, but it is as if they have all bought into that concept. She said our job is to serve people and to use the talents that we have to create a better world and improve the lives of others. Those values have been reflected almost 100% in her interactions with various staff and faculty within the System, and she appreciates that deeply. She complimented Jason and his staff, saying they do an incredible job. Each Board member is unique, but together they are an excellent team and she appreciates their leadership. She said this is the best Board she has ever served on. She said she marvels at the institutional presidents and their staff. Everyone in this System cares about each other and creating a better world. She thanked everyone for the recognition and kind words.

ORDER OF BUSINESS

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

March 6, 2020

Council Room
412 Student Union
Oklahoma State University
Stillwater, Oklahoma

Secretary of State meeting notice was filed on September 17, 2019.

Approval of Order of Business

Approval of Minutes of Regular Board Meeting of January 24, 2020

DATES OF NEXT REGULAR MEETINGS

For **Information** Purposes Only:

April 24, 2020 -- Regents Room, A.D. Stone Student Union,
Connors State College, Warner, Oklahoma

For **Consideration** of Approval:

June 19, 2020 -- Executive Board Room, Administration Building,
Oklahoma State University-Tulsa, Tulsa, Oklahoma

BUSINESS WITH COLLEGES AND UNIVERSITIES

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

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

March 6, 2020 – 10:00 a.m.

The Council Room
412 Student Union
Oklahoma State University
Stillwater, Oklahoma

Notice of this meeting was filed with the Secretary of State on September 17, 2019. 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 January 24, 2020
- C. Announcement of next Regular Board Meeting to be held on April 24, 2020, in the Regents Room, A.D. Stone Student Union, Connors State College, Warner, Oklahoma
- D. Approval of Regular Board Meeting to be held on June 19, 2020, in the Executive Board Room, Administration Building, OSU-Tulsa, 700 N. Greenwood Ave., Tulsa, Oklahoma
- E. Approval to change locations of Regularly Scheduled Board Meetings
 - 1. September 11, 2020, Regular Board Meeting: from OSU Stillwater to Langston University
 - 2. October 23, 2020, Regular Board Meeting: from Langston University to OSU Stillwater
- F. Recognition of Regent Lou Watkins

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 action for approval

E. Instructional Programs

1. Approval is requested for 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)

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. Receipt of \$1,143,556.73 in Actual Cost Value Settlement deposited to strengthen institutional reserves
2. January 2020 out of state travel

III. CONNORS STATE COLLEGE

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

1. Remarks by President Ramming
2. Connection 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.

None

E. Instructional Programs

1. Request for new course approval

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

None

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

1. Request for ratification of interim approval for annual property insurance through OMES
2. Request for approval of purchase order for an estimated \$130,429 for an energy savings LED light replacement contract

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. January 2020 out of state travel report

IV. NORTHEASTERN OKLAHOMA A&M COLLEGE

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

1. Remarks by President Stafford
 - a. Highlights of NEO Update newsletter
 - b. Social Media Report
2. Commencement Exercises 2020

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 action for informational purposes only

E. Instructional Programs

None

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

None

G. Other Business and Financial Matters

1. Request to submit appropriate documents to OSRHE and take necessary action to refund potential projects through Master Lease Program Project

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.)

1. Request to purchase labor, material, equipment and services to replace chiller for Cunningham Hall

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 January 2020
2. Golden Norse 2020 Football schedule

V. LANGSTON UNIVERSITY

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

1. Remarks by President Smith
2. Presentation by Dr. Byron Quinn, Chair, Langston University Department of Biology

B. Resolutions

1. Memorial Resolution for Reinard Valentine
2. Memorial Resolution for Norman St. Amant

C. Policy and Operational Procedures

1. Request to award posthumous degree to Lowell Williams

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 for informational purposes

E. Instructional Programs

None

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

1. Request to submit a request to the OSRHE for a distribution from the Langston University Endowment

G. Other Business and Financial Matters

1. Peace officer actions
 - a. Commission Deirdre Holiday
 - b. Commission Patrick Davis

H. Contractual Agreements (other than construction and renovation)

1. Request to amend engagement with BKD for additional support and services surpassing original engagement agreement
2. Request for approval of the Statement of Work, Amendment #4, provided by Deloitte & Touche to continue a risk assessment/analysis in preparation for the Fiscal Year 2019 external audit

3. Request to renew sponsorship of the Deborah Brown Charter Community School, pending approval from the Office of Legal Counsel
4. Request to authorize Dove Schools - Tulsa to purchase a new building and to relocate its Discovery and High School campuses, pending approval from the office of Legal Counsel

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

None

VI. OKLAHOMA STATE UNIVERSITY

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

1. Remarks by President Hargis

B. Resolutions

None

C. Policy and Operational Procedures

1. Request for approval of revisions to Policy# 1-1301, Weapons, Firearms, Ammunition, Fireworks, Explosives, and Dangerous Chemicals
2. Request for approval of revisions to Policy# 4-0125, Complaints of Research Misconduct
3. Request to present posthumous degrees
 - a. Bachelor of Sciences in Agricultural Sciences and Natural Resources in Agricultural Leadership to Ryan Prindle
 - b. Bachelor of Arts Degree in Liberal Studies to Charlene Lovelace

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 for informational purposes

E. Instructional Programs

1. Request for approval of degree 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 execute Series 2020A, 2020B, and 2020C General Revenue Bond Actions
2. Request for ratification of interim approval to transfer real property
3. Request for ratification of interim approval to name the OSU Flight Center
4. Request for approval to accept gift of land
5. Request for approval of actions required to finance a potential equipment project (OSU-CHS)

H. Contractual Agreements (other than construction and renovation)

1. Request to authorize OSU-CHS President to execute agreements (OSU-CHS)

I. New Construction or Renovation of Facilities

None

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

1. Revolving & appropriated funds
2. 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

VII. PUBLIC COMMENTS

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

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 Oklahoma State University.)

B. Audit, Risk Management and Compliance Review Committee

1. Receive a possible recommendation to accept completed FY 2019 audit for Langston University
2. Selection of FY 2020 external audit firm for Oklahoma State University, Connors State College, Langston University, Northeastern Oklahoma A&M College, and Oklahoma Panhandle State University
3. Receive a possible recommendation for approval of new Board of Regents Fraud Reporting Policy

C. Fiscal Affairs and Plant Facilities Committee

D. Planning and Budgets Committee

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

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 action for approval

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

None

F. Other Business Matters Requiring Action of the Board

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



BOARD OF REGENTS' BUSINESS – ITEM E

MARCH 6, 2020

This item is to request a location change for the regularly scheduled Board of Regents' Meetings in September and October as follows:

September 11, 2020 Regular Board Meeting

FROM: Council Room, 412 Student Union, Oklahoma State University, Stillwater, OK

TO: Multipurpose Room, 142 School of Physical Therapy, Langston University, Langston, OK

October 23, 2020 Regular Board Meeting

FROM: Multipurpose Room, 142 School of Physical Therapy, Langston University, Langston, OK

TO: Council Room, 412 Student Union, Oklahoma State University, Stillwater, OK

Upon approval, these meetings will be re-filed with the Secretary of State to reflect the new locations.

II. 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 provided detailed information for items listed under Section A of the OPSU Agenda and highlighted various stories of interest contained in the *Panhandle Magazine*. A handout titled, “10 Year Trend Fall Preliminary Enrollment Trend” was distributed and is attached to this portion of the minutes as ATTACHMENT A.

Dr. Julie Dinger, Vice President of Academic and Student Affairs, presented items D-1 and E-1.

D-1 Approval of Personnel Action

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

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

E-1 Approval of program modifications

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

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

Regent Link asked for a status update on the Master’s Degree in Business Administration (MBA) in Agribusiness degree program. President Faltyn said the program is still on hold, but conversations with the Oklahoma State Regents for Higher Education about moving forward will resume after OPSU completes a required fiscal viability review, which will be completed approximately mid-April.

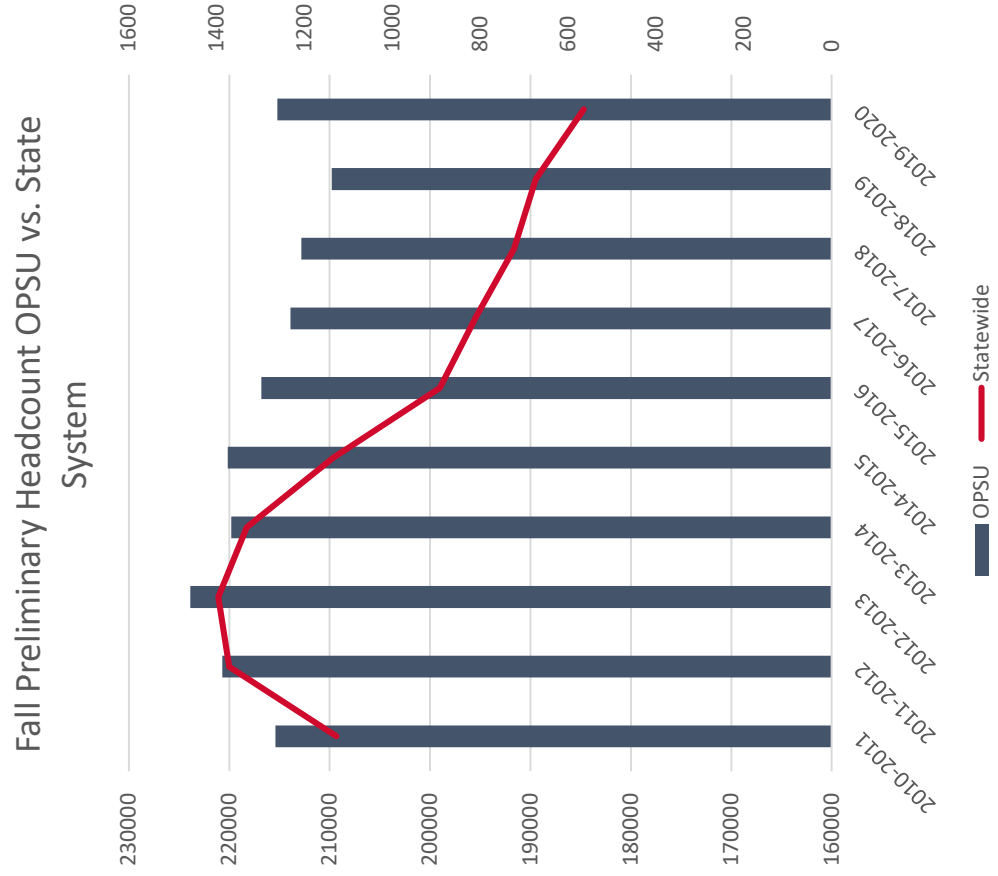
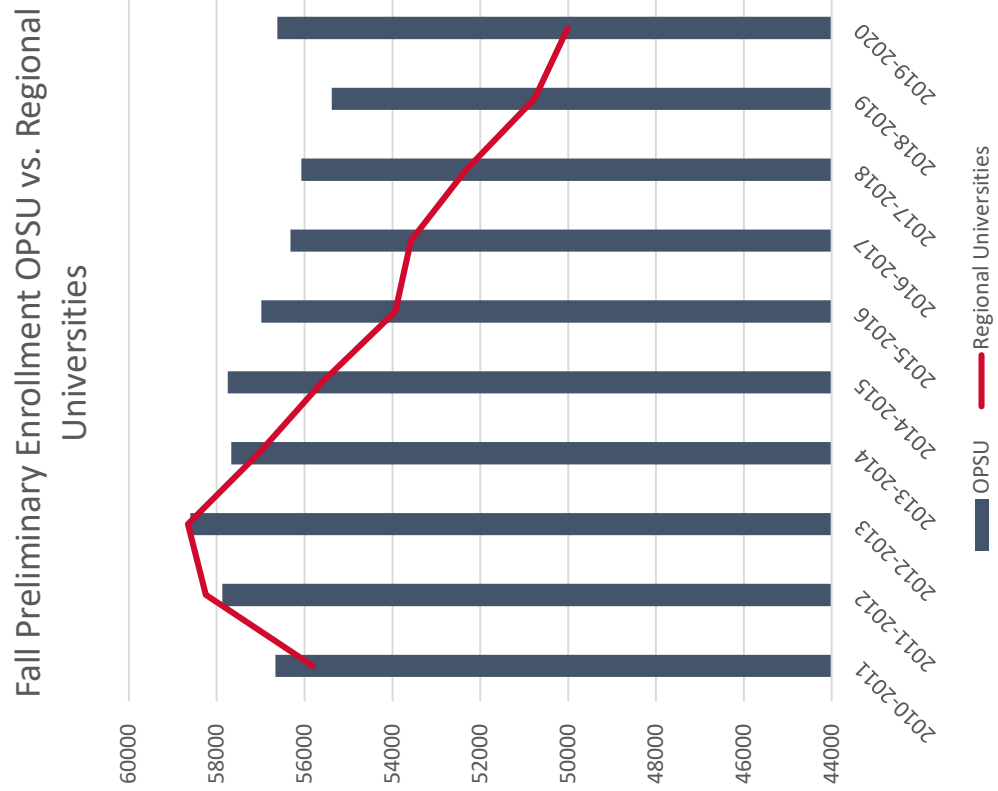
M-1 Receipt of Settlement Funds

Mr. Benny Dain, Vice President for Fiscal Affairs, said roof replacement and restoration of interior damage for multiple structures on campus began after Board approval at the December 2019 Regular Board Meeting. These repairs were funded through an Oklahoma Management & Enterprise Services (OMES) Department of Risk Management (DRM) claim. Mr. Dain said the administration is waiting on \$1.15 million cost value of 27 structures on the OPSU campus. He is happy to report that the DRM is now including the Library roof in the claim, which was not previously included. The claim now totals over \$4.86 million. Mr. Dain said cash is always a premium on the OPSU campus and this amount will be very beneficial moving forward. The funds will be deposited into the University’s auxiliary account to replenish the fund from prior

expenditures and to strengthen reserves. The funds will remain there to supplement operating budgets and help with any projects that may arise. The roof on the Oscar Williams' Fieldhouse should be completed within the next couple of weeks. Faculty housing and married student housing roofs are out for bid, and they are in the process of getting specifications in order to bid on the Library and Hughes-Strong Hall.

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

10 Year Trend Fall Preliminary Enrollment Trend





OKLAHOMA PANHANDLE STATE UNIVERSITY

Goodwell, Oklahoma

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

March 6, 2020

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 program modifications. Programs to be modified are listed below: *(Reference Document E-1)*
 - AS Agriculture
 - AS General Studies
 - BBA Accounting – Accounting Information Systems Option
 - BBA Business Administration – General Business Option
 - BBA Business Administration – Wildlife Enterprise Management Option
 - BS Agriculture Education
 - BS Agriculture Education – Communications Option

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

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. Receipt of \$1,143,556.73 in Actual Cost Value Settlement deposited to strengthen institutional reserves.
2. January 2020 and February 2020 Out of State Travel (*Reference Document M-2*)

Name	Action	Effective Date	Salary/Rate
Julie Allen	Head Volleyball Coach	2/15/2020	\$36,000



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING

Associate of Science – Agriculture

Proposed Requirements for Students for Academic Year 2020-2021

Current	Proposed
Agriculture (AS)	Agriculture (AS)
60 Semester Hours	60 Semester Hours
<u>Student Success Seminar</u>	<u>Student Success Seminar</u>
Ucss 1111	Ucss 1111
<u>Communication</u>	<u>Communication</u>
Engl 1113-Freshman Composition I	Engl 1113-Freshman Composition I
Engl 1213-Freshman Composition II	Engl 1213-Freshman Composition II
<u>Mathematics</u>	<u>Mathematics</u>
Math 1513-College Algebra OR	Math 1523 Modeling and Basic Statistics OR
Math 1473- Quantitative Reasoning	Math 1513-College Algebra OR
<u>American History and Government</u>	<u>American History and Government</u>
Hist 1313-U.S. History 1492-1877 OR	Hist 1313-U.S. History 1492-1877 OR
Hist 1323-American History 1877-Present	Hist 1323-American History 1877-Present
Pols 1013-American Government	Pols 1013-American Government
<u>Social Science</u>	<u>Social Science</u>
Economics	Economics
Social Science	Social Science
<u>Natural Sciences</u>	<u>Natural Sciences</u>
Physical Science (lab course)	Physical Science (lab course)**
Biol 1304-Principles of Biology I	Biol 1304-Principles of Biology I
<u>Humanities</u>	<u>Humanities</u>
Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion.	Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion.
No activity courses will count.	No activity courses will count.
<u>Liberal Arts and Science Electives</u>	<u>Liberal Arts and Science Electives</u>
<u>Agriculture</u>	<u>Agriculture</u>
Ag 1011-Introduction to Agriculture Industry	Ag 1011-Introduction to Agriculture Industry
Agri 1213-Fundamentals of Plant Science	Agri 1213-Fundamentals of Plant Science
Agri 2124-Fundamentals of Soil Science	Agri 2124-Fundamentals of Soil Science
Ansi 1124-Introduction to Animal Science	Ansi 1124-Introduction to Animal Science
Ansi 2124-Livestock Feeding	Ansi 2124-Livestock Feeding
Communications Elective (3 hours)	Communications Elective (3 hours)
<u>Additional Agriculture Electives</u>	<u>Additional Agriculture Electives</u>
	Any advisor-approved course from AG, AGED, AGME, AGRN, and/or ANSI



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING

Associate of Science – General Studies

Proposed Requirements for Students for Academic Year 2020-2021

Current	Proposed
General Studies (AS)	General Studies (AS)
64 Semester Hours	64 60 Semester Hours
<u>Student Success Seminar</u>	<u>Student Success Seminar</u>
Ucss 1111-Student Success Seminar	Ucss 1111-Student Success Seminar
<u>Communication</u>	<u>Communication</u>
Engl 1113-Freshman Composition I	Engl 1113-Freshman Composition I
Engl 1213-Freshman Composition II	Engl 1213-Freshman Composition II
Comm 1113-Speech Communication	Comm 1113-Speech Communication
<u>Mathematics</u>	<u>Mathematics</u>
Math 1513-College Algebra OR	Math 1513-College Algebra OR
Math 1473-Quantitative Reasoning	Math 1473-Quantitative Reasoning
<u>American History and Government</u>	<u>American History and Government</u>
Hist 1313-U.S. History 1492-1877 OR	Hist 1313-U.S. History 1492-1877 OR
Hist 1323-American History 1877-Present	Hist 1323-American History 1877-Present
Pols 1013-American Government	Pols 1013-American Government
<u>Social Science</u>	<u>Social Science</u>
Economics	Economics
Social Science	Social Science
<u>Natural Sciences</u>	<u>Natural Sciences</u>
Physical Science (lab course)	Physical Science (lab course)
Biol 1304-Principles of Biology I	Biol 1304-Principles of Biology I
<u>Humanities</u>	<u>Humanities</u>
Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion. No activity courses will count.	Choose from humanities, music appreciation, music history, art appreciation, literature, upper level foreign language, introduction to theater, world history, AND/OR world religion. No activity courses will count.
<u>Liberal Arts and Science Electives</u>	<u>Liberal Arts and Science Electives</u>
<u>Concentration</u>	<u>General Studies Major: Concentration</u>
23 hours in one of the following areas: (Any course taken in the concentration must be departmentally approved. Hours taken to satisfy general education may count toward the concentration.)	23 hours in one of the following areas: (Any course taken in the major concentration must be departmentally approved. Hours taken to satisfy general education may count toward the concentration.)
Area 1: Education	Area 1: Education
Area 2: HPER (Maximum of two hours of activity class)	Area 2: HPER (Maximum of two hours of activity class)
Area 3: Mathematics, physics	Area 3: Mathematics, physics
Area 4: Biology, chemistry, and earth science	Area 4: Biology, chemistry, and earth science
Area 5: Psychology	Area 5: Psychology



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF BUSINESS AND TECHNOLOGY

Bachelor of Business Administration – Accounting Information Systems Option

Proposed Requirements for Students for Academic Year 2020-2021

Current	Proposed
Accounting (BBA) 120 Accounting Information Systems Option (AIS) Semester Hours <u>General Education</u> 40 <u>Major</u> <u>Business Core</u> 36 Acct 2103-Financial Accounting Acct 2203-Manual Accounting Econ 2123-Microeconomics Badm 3123-Business Law I Badm 3173-Business Communications Badm 3613- Statistics Badm 4603-Business Ethics Cis 2223-Business Computer Application Cis 2113-HTML and Web Page Design Fin 3773-Business Finance I Mgmt 3813-Principles of Management Mktg 3913-Principles of Marketing <u>Corequisite Requirements</u> (may be used for General Education requirements) Comm 1113-Speech Communications Econ 2113-Principles of Macroeconomics Math 1513-College Algebra OR Math 1523-Modeling and Basic Statistics <u>Accounting</u> 24 Ais 3013-Introduction to AIS Acct 3203-Elementary Cost Accounting Acct 3303-Intermediate Accounting Acct 3403-Advanced Intermediate Accounting Acct 4013-Income Tax Procedure I Acct 4303-Public Sector Accounting Acct 4503-Auditing Badm 3323-Business Law II <u>Accounting Electives</u> 15 Choose nine hours from: Ais 2513-Database Use and Data Analysis Ais 3103-Computer Applications for Accounting Majors Ais 3803-Accounting Information Technology Ais 4113-Accounting E-Commerce Ais 4223-Structured Systems Analysis Choose six hours from any upper division ACCT or AIS course. <u>Electives</u> 5 <u>Minor</u> Upon completion of the Accounting major with an AIS option, the student will have sufficient courses for a minor in Business Administration.	Accounting (BBA) 120 Accounting Information Systems Option (AIS) Semester Hours <u>General Education</u> 40 <u>Major</u> <u>Business Core</u> 36-30 Acct 2103-Financial Accounting Acct 2203-Manual Accounting Econ 2123-Microeconomics Badm 3123-Business Law I Badm- 2013 Professional Skills in the Workplace Badm 3173-Business Communications Badm 3613- Statistics Badm 4603-Business Ethics Cis 2223-Business Computer Application Cis 2113-HTML and Web Page Design Fin 3773-Business Finance I Mgmt 3813-Principles of Management Mktg 3913-Principles of Marketing <u>Corequisite Requirements</u> (may be used for General Education requirements) Comm 1113-Speech Communications Econ 2113-Principles of Macroeconomics Math 1513-College Algebra OR Math 1523-Modeling and Basic Statistics <u>Accounting</u> 24 Ais 3013-Introduction to AIS Acct 3203-Elementary Cost Accounting Acct 3303-Intermediate Accounting Acct 3403-Advanced Intermediate Accounting Acct 4013-Income Tax Procedure I Acct 4303-Public Sector Accounting Acct 4503-Auditing Badm 3323-Business Law II <u>Accounting Electives</u> 15 Choose nine hours from: Ais 2513-Database Use and Data Analysis Ais 3103-Computer Applications for Accounting Majors Ais 3803-Accounting Information Technology Ais 4113-Accounting E-Commerce Ais 4223-Structured Systems Analysis Choose six hours from any upper division ACCT or AIS course. <u>Required Courses</u> 6 Cis 2223- Business Computer Applications Econ 2123- Microeconomics <u>Electives</u> 5 <u>Minor</u> Upon completion of the Accounting major with an AIS option, the student will have sufficient courses for a minor in Business Administration.



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF BUSINESS AND TECHNOLOGY

Bachelor of Business Administration – General Business Option

Proposed Requirements for Students for Academic Year 2020-2021

Current	
Business Administration (BBA)	120
General Business Option	Semester Hours
<u>General Education</u>	40
<u>Business Core</u>	30
Acct 2103-Financial Accounting	
Acct 2203-Managerial Accounting	
Badm 2023-Professional Skills in the Workplace	
Badm 3123-Business Law I	
Badm 3173-Business Communications	
Badm 4603-Business Ethics	
Cis 3013-Information Systems for Business	
Fin 3773-Business Finance I	
Mgmt 3813-Principles of Management	
Mktg 3913-Principles of Marketing	
<u>Required Courses</u>	15
Badm 1013-Introduction to Business	
Badm 2013-Personal Finance	
Cis 1113-Introduction to CIS	
Cis 2223-Business Computer Applications	
Econ 2123-Microeconomics	
<u>Co-requisite Requirements</u>	
(may be used for General Education requirements)	
Comm 1113-Speech Communications	
Econ 2113-Principles of Macroeconomics	
Math 1513-College Algebra OR	
Math 1523-Modeling and Basic Statistics	
<u>General Business Concentration</u>	12
Fin 3783-Business Finance II OR	
Acct 3203-Elementary Cost Accounting	
Mktg 3923-Professional Selling OR	
Mktg 3973-Advertising	
Badm 3323-Business Law II	
Mgmt 4013-Organizational Behavior	
<u>Business Capstone</u>	3
Mgmt 4893-Small Business Management OR	
Mgmt 4983-Strategic Management Bus. Policy	
<u>College of Business Electives</u>	9
<u>Minor or Guided Electives</u>	11
A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.	

Proposed	
Business Administration (BBA)	120
General Business Option	Semester Hours
<u>General Education</u>	40
<u>Business Core</u>	30
Acct 2103-Financial Accounting	
Acct 2203-Managerial Accounting	
Badm 2023-Professional Skills in the Workplace	
Badm 3123-Business Law I	
Badm 3173-Business Communications	
Badm 4603-Business Ethics	
Cis 3013-Information Systems for Business	
Fin 3773-Business Finance I	
Mgmt 3813-Principles of Management	
Mktg 3913-Principles of Marketing	
<u>Required Courses</u>	15
Badm 1013-Introduction to Business	
Badm 1213-Introduction to Technology	
Badm 2013-Personal Finance	
Cis 1113-Introduction to CIS	
Cis 2223-Business Computer Applications	
Econ 2123-Microeconomics	
<u>Co-requisite Requirements</u>	
(may be used for General Education requirements)	
Comm 1113-Speech Communications	
Econ 2113-Principles of Macroeconomics	
Math 1513-College Algebra OR	
Math 1523-Modeling and Basic Statistics	
<u>General Business Concentration</u>	12
Fin 3783-Business Finance II OR	
Acct 3203-Elementary Cost Accounting	
Mktg 3923-Professional Selling OR	
Mktg 3973-Advertising	
Mktg 4313 Marketing Research	
Badm 3323-Business Law II	
Mgmt 4013-Organizational Behavior	
<u>Business Capstone</u>	3
Mgmt 4893-Small Business Management OR	
Mgmt 4983-Strategic Management Bus. Policy	
<u>College of Business Electives</u>	9
<u>Minor or Guided Electives</u>	11
A minor in an area of the student's choice or guided electives as agreed to by the advisor focusing on the student's career goals to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation. These hours may be applicable toward a minor in any field that offers a minor or to a double major.	



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF BUSINESS AND TECHNOLOGY

Bachelor of Business Administration – Wildlife Enterprise Management Option

Proposed Requirements for Students for Academic Year 2020-2021

Current	
Business Administration (BBA)	120
Wildlife Enterprise Management	Semester Hours
<u>General Education Requirements</u>	41
<u>Business Core</u>	36
Acct 2103-Financial Accounting	
Acct 2203-Managerial Accounting	
Econ 2123-Microeconomics	
Badm 3123-Business Law I	
Badm 3173-Business Communications	
Badm 3613-Statistics	
Badm 4603-Business Ethics	
Cis 2223-Business Computer Application	
Cis 3013-Information Systems for Business	
Fin 3773-Business Finance I	
Mgmt 3813-Principles of Management	
Mktg 3913-Principles of Marketing	
<u>Co-Requisite Requirements</u>	
(included in General Education hours)	
Econ 2113-Principles of Macroeconomics	
Math 1513-College Algebra	
<u>Wildlife Enterprise Management Concentration</u>	15
Wild 1012-Intro. to Natural Resource Ecology & Management	
Wild 1014-Introduction to Natural History	
Wild 2013-Ecology and Natural Resources	
Wild 3013-Applied Ecology & Conservation	
Wild 4503-Principles of Wildlife Ecology & Management	
<u>Wildlife Enterprise Management Marketing</u>	18
Cis 2303-Lighting and Composition	
Cis 3393-Video Editing	
Cis 3123-Interactive Web Design	
Cis 2113-HTML and Webpage Design	
Mktg 3973-Advertising	
Mktg 4113-E-Commerce	
<u>Business Capstone</u>	3
Mgmt 4893-Small Business Management	
<u>College of Business Electives</u>	7
Mktg 3923-Professional Selling	
Badm 4700-Business Internship	
Choose from any Acct, Cis, Badm or Indt course	

Proposed	
Business Administration (BBA)	120
Wildlife Enterprise Management	Semester Hours
<u>General Education Requirements</u>	41 40
<u>Business Core</u>	36 30
Acct 2103-Financial Accounting	
Acct 2203-Managerial Accounting	
Econ 2123-Microeconomics	
Badm 3123-Business Law I	
Badm 2013- Professional Skills in the Workplace	
Badm 3173-Business Communications	
Badm 3613-Statistics	
Badm 4603-Business Ethics	
Cis 2223-Business Computer Application	
Cis 3013-Information Systems for Business	
Fin 3773-Business Finance I	
Mgmt 3813-Principles of Management	
Mktg 3913-Principles of Marketing	
<u>Co-Requisite Requirements</u>	
(included in General Education hours)	
Econ 2113-Principles of Macroeconomics	
Math 1513-College Algebra	
Required Courses (15)	
Badm 1013- Introduction to Business	
Badm 2013- Personal Finance	
Cis 1113- Introduction to CIS	
Cis 2223- Business Computer Applications	
Econ 2123- Microeconomics	
<u>Wildlife Enterprise Management Concentration</u>	15
Wild 1012-Intro. to Natural Resource Ecology & Management	
Wild 1014-Introduction to Natural History	
Wild 2013-Ecology and Natural Resources	
Wild 3013-Applied Ecology & Conservation	
Wild 4503-Principles of Wildlife Ecology & Management	
<u>Wildlife Enterprise Management Marketing</u>	18
Cis 2303-Lighting and Composition	
Cis 3393-Video Editing	
Cis 3123-Interactive Web Design	
Cis 2113-HTML and Webpage Design	
Mktg 3973-Advertising	
Mktg 4113-E-Commerce	
<u>Business Capstone</u>	3
Mgmt 4893-Small Business Management	
<u>College of Business Electives</u>	7
Mktg 3923-Professional Selling	
Badm 4700-Business Internship	
Choose from any Acct, Cis, Badm or Indt course	

**OKLAHOMA PANHANDLE STATE UNIVERSITY****COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING****Bachelor of Science – Agriculture Education****Proposed Requirements for Students for Academic Year 2020-2021**

		Current
Agriculture Education (BS)	120-121	
	Semester Hours	
<u>General Education</u>	42	
<u>Communications</u>	9	
*Engl 1113-Freshman English I		
*Engl 1213-Freshman English II		
*Comm 1113-Speech Communication		
<u>Mathematics</u>	3	
*Choose at least one from the following:		
Math 1473-Quantitative Reasoning		
Math 1513-College Algebra		
<u>History and Political Science</u>	6	
*Pols 1013-American Government		
*Choose at least one from the following:		
Hist 1313-U.S. History 1492-1877		
Hist 1323-American History 1877-Present		
<u>Natural Science</u>	8	
*Biological Science - four hours		
*Physical Science - four hours		
<u>Social and Behavioral Sciences</u>	6	
Choose at least one course from:		
Sociology/Psychology		
Economics		
*Ag/Econ 2343-Agricultural Economics		
<u>Cross Cultural</u>	3	
Educ 2233-Diversity in Education		
<u>Humanities</u>	6	
*Choose six hours from the following areas: philosophy, humanities, music, music appreciation, art appreciation, literature, introduction to theater, world history, music history, and world religion, (Must include courses from two areas. No activity courses will count)		
<u>Student Success</u>	1	
*Ucss 1111-Student Success Seminar		
<u>Agriculture Education Major Course Work</u>	45-46 hours	
Ag 1011-Introduction to the Agriculture Industry		
Ag 1124-Farm and Ranch Management		
Ag 4983-Agricultural Marketing		
Agme 1433-Welding Level I		
Agme 3323-Welding Level III		
Agme 3463-Power Mechanics I		
Agmn 1213-Fundamentals of Plant Science		
Agmn 2124-Fundamentals of Soil Science		
Agmn 3223-Grain, Oil Seeds, and Pulse Crops		
Agmn 3333-Natural Resource Conservation		
Agmn 4113-Fundamentals of Weed Science		
Ansi 1124-Introduction to Animal Science		
		Ansi 2112-Introduction to Live Animal Evaluation OR Ansi 2182-Meat Evaluation, Classification and Grade
		Ansi 2124-Livestock Feeds and Feeding Ansi 4543-Sheep Science and Management OR Ansi 4613-Beef Production and Management OR Ansi 4643-Swine Production and Management OR Ansi 3624-Horse Science OR Ansi 3333- Meats Ansi 4862-Animal Science Seminar Ansi 4902-Animal Science Problems
		<u>Professional Education</u> 33 hours
		Aged 3103-Introduction to Teaching Agriculture Education Aged 3203-Planning the Community Program Aged 3331-Technology in Agricultural Education Educ 3213-Human Development: Child and Adolescent Psychology *Aged 4103-Methods of Teaching and Management in Agriculture Education *Aged 4362-Agricultural Education Tests and Measurements *Educ 3233-Education of the Exceptional Child *Educ 4313-Educational Psychology * Restricted Classes - Must be admitted to Teacher Education Program prior to enrolling. **Educ 4720-Student Teaching in Secondary Schools ** Restricted Classes - Must be admitted to Professional Semester prior to enrolling.
		<u>Competency in Foreign Language</u> 3-4 hours
		All students must show competency in a foreign language at the novice level by:
		<ul style="list-style-type: none">• Passing a three hour (minimum) college level foreign language course with a C or better, or• Passing the OPSU Foreign Language Competency Oral Examination.
		Please refer to pages 118-125 for information about the OPSU Teacher Education Program.



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING

Bachelor of Science – Agriculture Education

Proposed Requirements for Students for Academic Year 2020-2021

Proposed

Agriculture Education (BS) 120-121

Semester Hours

General Education 42

Communications 9

*Engl 1113-Freshman English I

*Engl 1213-Freshman English II

*Comm 1113-Speech Communication

Mathematics 3

*Choose at least one from the following:

Math 1473-Quantitative Reasoning

Math 1513-College Algebra

History and Political Science 6

*Pols 1013-American Government

*Choose at least one from the following:

Hist 1313-U.S. History 1492-1877

Hist 1323-American History 1877-Present

Natural Science 8

*Biological Science - four hours

*Physical Science - four hours

Social and Behavioral Sciences 6

Choose at least one course from:

Sociology/Psychology

Economics

*Ag/Econ 2343-Agricultural Economics

Cross Cultural 3

Educ 2233-Diversity in Education

Humanities 6

*Choose six hours from the following areas: philosophy, humanities, music, music appreciation, art appreciation, literature, introduction to theater, world history, music history, and world religion, (Must include courses from two areas. No activity courses will count)

Student Success 1

*Ucss 1111-Student Success Seminar

Major Course Work 34-35 hrs

Ag 1011-Introduction to the Agriculture Industry

Ag 1124-Farm and Ranch Management

Ag 4983-Agricultural Marketing

Agri 1213-Fundamentals of Plant Science

Agri 2124-Fundamentals of Soil Science

Agri 3223-Grain, Oil Seeds, and Pulse Crops

Agri 3333-Natural Resource Conservation

Ansi 1124-Introduction to Animal Science

Ansi 2112-Introduction to Live Animal Evaluation

OR

Ansi 2182-Meat Evaluation, Classification and Grade

Ansi 2124-Livestock Feeding

Ansi 4543-Sheep Science and Management

OR

Ansi 4613-Beef Production and Management
OR

Ansi 4643-Swine Production and Management
OR

Ansi 3624-Horse Science OR

Ansi 3333- Meats

~~Ansi 4862-Animal Science Seminar~~

~~Ansi 4902-Animal Science Problems~~

Co-requisite courses 18 hours

AGED 3103 intro to Teaching Ag Ed

AGED 3203 Planning the Community Program

Agme 1433-Welding Level I

Agme 3323-Welding Level III

Agme 3643 - Power Mechanics I

AGRN 4113 Weed Science

Professional Education 27 hours

Aged 3331-Technology in Agricultural Education

Educ 3213-Human Development: Child and Adolescent Psychology

*Aged 4103-Methods of Teaching and Management in Agriculture Education

*Aged 4362-Agricultural Education Tests and Measurements

*Educ 3233-Education of the Exceptional Child

*Educ 4313-Educational Psychology

***Restricted Classes - Must be admitted to Teacher Education Program prior to enrolling.**

****Educ 4720-Student Teaching in Secondary Schools**

****Restricted Classes - Must be admitted to Professional**

Semester prior to enrolling.

Competency in Foreign Language 3-4 hours

~~All students must show competency in a foreign language at the novice level by:~~

~~• Passing a three-hour (minimum) college-level foreign language course with a C or better, or~~

~~• Passing the OPSU Foreign Language Competency Oral Examination.~~

Foreign Language Proficiency Students entering OPSU during or after the fall 1997 semester as freshmen, or after a break in continuous enrollment, seeking an education degree must show a novice-high level of speaking and listening proficiency in a language other than English as defined by the American Council on Teaching Foreign Languages (ACTFL) This is a graduation requirement and a certification requirement. This proficiency may be met in one of the following manners: 1) completion (with a grade of C or higher) of one semester course (three-four hours) of a foreign language at an accredited college or university, or 2) successfully complete level one in Rosetta Stone for selected language. The student's permanent folder and graduation check sheet will reflect the date the foreign language proficiency is met.

Please refer to pages 118-125 for information about the OPSU Teacher Education Program.

**OKLAHOMA PANHANDLE STATE UNIVERSITY****COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING****Bachelor of Science – Agriculture Education – Communications – Option Addition****Proposed Requirements for Students for Academic Year 2020-2021**

		Parent Degree
Agriculture Education (BS)	120-121	OR
	Semester Hours	Ansi 3624-Horse Science OR
General Education	42	Ansi 3333- Meats
Communications	9	Ansi 4862-Animal Science Seminar
*Engl 1113-Freshman English I		Ansi 4902-Animal Science Problems
*Engl 1213-Freshman English II		Co-requisite courses 18 hours
*Comm 1113-Speech Communication		Aged 3103 intro to Teaching Ag Ed
Mathematics	3	Aged 3203 Planning the Community Program
*Choose at least one from the following:		Agme 1433-Welding Level I
Math 1473-Quantitative Reasoning		Agme 3323-Welding Level III
Math 1513-College Algebra		Agme 3643 - Power Mechanics I
History and Political Science	6	Agmn 4113 Weed Science
*Pols 1013-American Government		Professional Education 27 hours
*Choose at least one from the following:		Aged 3331-Technology in Agricultural Education
Hist 1313-U.S. History 1492-1877		Educ 3213-Human Development: Child and Adolescent Psychology
Hist 1323-American History 1877-Present		*Aged 4103-Methods of Teaching and Management in Agriculture Education
Natural Science	8	*Aged 4362-Agricultural Education Tests and Measurements
*Biological Science - four hours		*Educ 3233-Education of the Exceptional Child
*Physical Science - four hours		*Educ 4313-Educational Psychology
Social and Behavioral Sciences	6	*Restricted Classes - Must be admitted to Teacher Education Program prior to enrolling.
Choose at least one course from:		**Educ 4720-Student Teaching in Secondary Schools
Sociology/Psychology		**Restricted Classes - Must be admitted to Professional Semester prior to enrolling.
Economics		Competency in Foreign Language 3-4 hours
*Ag/Econ 2343-Agricultural Economics		All students must show competency in a foreign language at the novice level by:
Cross Cultural	3	• Passing a three hour (minimum) college level foreign language course with a C or better, or
Educ 2233-Diversity in Education		• Passing the OPSU Foreign Language Competency Oral Examination.
Humanities	6	Foreign Language Proficiency Students entering OPSU during or after the fall 1997 semester as freshmen, or after a break in continuous enrollment, seeking an education degree must show a novice-high level of speaking and listening proficiency in a language other than English as defined by the American Council on Teaching Foreign Languages (ACTFL) This is a graduation requirement and a certification requirement. This proficiency may be met in one of the following manners: 1) completion (with a grade of C or higher) of one semester course (three-four hours) of a foreign language at an accredited college or university, or 2) successfully complete level one in Rosetta Stone for selected language. The student's permanent folder and graduation check sheet will reflect the date the foreign language proficiency is met.
*Choose six hours from the following areas: philosophy, humanities, music, music appreciation, art appreciation, literature, introduction to theater, world history, music history, and world religion, (Must include courses from two areas. No activity courses will count)		
Student Success	1	
*Ucss 1111-Student Success Seminar		
Major Course Work 34-35 hrs		
Ag 1011-Introduction to the Agriculture Industry		
Ag 1124-Farm and Ranch Management		
Ag 4983-Agricultural Marketing		
Agmn 1213-Fundamentals of Plant Science		
Agmn 2124-Fundamentals of Soil Science		
Agmn 3223-Grain, Oil Seeds, and Pulse Crops		
Agmn 3333-Natural Resource Conservation		
Ansi 1124-Introduction to Animal Science		
Ansi 2112-Introduction to Live Animal Evaluation		
OR		
Ansi 2182-Meat Evaluation, Classification and Grade		
Ansi 2124-Livestock Feeding		
Ansi 4543-Sheep Science and Management		
OR		
Ansi 4613-Beef Production and Management		
OR		
Ansi 4643-Swine Production and Management		

Please refer to pages 118-125 for information about the OPSU Teacher Education Program.



OKLAHOMA PANHANDLE STATE UNIVERSITY

COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING

Bachelor of Science – Agriculture Education – Communications – Option Addition

Proposed Requirements for Students for Academic Year 2020-2021

Proposed Option Addition

Agriculture Education (BS) Communications Option

120 Semester Hours

General Education

40

Communications

9

*Engl 1113-Freshman English I

*Engl 1213-Freshman English II

*Comm 1113-Speech Communication

Mathematics

3

*Choose at least one from the following:

Math 1473-Quantitative Reasoning

Math 1513-College Algebra

History and Political Science

6

*Pols 1013-American Government

*Choose at least one from the following:

Hist 1313-U.S. History 1492-1877

Hist 1323-American History 1877-Present

Natural Science

8

*Biological Science - four hours

*Physical Science - four hours

Social and Behavioral Sciences

6

Choose at least one course from:

Sociology/Psychology

Economics

*Ag/Econ 2343-Agricultural Economics

Humanities

6

*Choose six hours from the following areas: philosophy, humanities, music, music appreciation, art appreciation, literature, introduction to theater, world history, music history, and world religion, (Must include courses from two areas. No activity courses will count)

Student Success

1

*Ucss 1111-Student Success Seminar

Liberal Arts or Science Elective

1

Major Course Work (34-35 hrs)

Ag 1011-Introduction to the Agriculture Industry

Ag 1124-Farm and Ranch Management

Ag 4983-Agricultural Marketing

Agrn 1213-Fundamentals of Plant Science

Agrn 2124-Fundamentals of Soil Science

Agrn 3223-Grain, Oil Seeds, and Pulse Crops

Agrn 3333-Natural Resource Conservation

Ansi 1124-Introduction to Animal Science

Ansi 2112-Introduction to Live Animal Evaluation

OR

Ansi 2182-Meat Evaluation, Classification and Grade

Ansi 2124-Livestock Feeding

Ansi 4543-Sheep Science and Management

OR

Ansi 4613-Beef Production and Management

OR

Ansi 4643-Swine Production and Management

OR

Ansi 3624-Horse Science

OR

Ansi 3333- Meats

Co-requisite Requirements 6 hours

AGED 3103 Introduction to Agricultural Education

AGED 3203 Planning the community program

Communications

33 hours

COMM 3173 – Business Communication

COMM 3703 – Organizational Communication

ART 2643 – Photojournalism

ART 3633 – Digital Photography

ART 3643 – Outdoor photography

MGMT 3813 Principles of Management

MGMT 4133 - Leadership

MKTG 3913 – Principles of Marketing

MKTG 3973 – Advertising

CIS 3393 – Video Editing

CIS 3414 – Post Video Production

Electives -- sufficient to bring upper level hours to 40 and total credits to 120

Shared Common Core with parent degree

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Jan-20
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	3	1,384.10	3	\$ 1,341.89	37	\$ 16,187.42	46	\$ 17,105.21
FEDERAL							1	\$ 475.00
PRIVATE								
AUXILIARY	5	3,429.58	6	\$ 1,717.25	34	16,212.66	31	\$ 11,226.11
OTHER								
TOTAL	8	4,813.68	9	\$ 3,059.14	71	\$ 32,400.08	78	\$ 28,806.32

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Feb-20
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	4	2,305.69	5	\$ 552.25	41	\$ 18,493.11	51	\$ 17,657.46
FEDERAL			1	\$ 518.61			2	\$ 993.61
PRIVATE								
AUXILIARY	7	1,819.81	10	\$ 3,663.35	41	18,032.47	41	\$ 14,889.46
OTHER								
TOTAL	11	4,125.50	16	\$ 4,734.21	82	\$ 36,525.58	94	\$ 33,540.53

III. 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 said CSC's Huron Viability Report (Report) was presented to the Oklahoma State Regents for Higher Education last Wednesday. (A copy of this Report is attached to this portion of the minutes as ATTACHMENT A.) He said the report confirmed that CSC's financial picture is improving, but the College remains dependent upon State appropriations. Enrollment has declined, though they are working to improve it. The second page of the Report shows the composite financial index numbers. It has been discovered that the numbers reflected in the Report underrepresent the College's numbers that are reported to the Higher Learning Commission (HLC). The gold bar on the line graph for 2019 shows .99, but the number that will be reported by the HLC is 1.15. He said the administration feels comfortable with their number after checking it multiple times, and for FY 2020 that number is expected to improve again to approximately 1.2.

President Ramming said CSC and Northeastern Oklahoma A&M College (NEO) have utilized shared services to hire a programmer and analyst that will be shared between the two institutions. It has been difficult to fill this position, but thanks to this partnership they finally had the ability to hire someone. The programmer/analyst will be based out of NEO and travel to CSC as needed.

President Ramming said Dr. Janet Wansick, Vice President of Academic Affairs, and her counterpart at Carl Albert State College are working on a Memorandum of Understanding for the colleges to trade math classes, which will help overextended teaching staff and meet student needs. Regent Link said he commends President Ramming and his leadership for the efforts that made this collaboration happen.

E-1 Approval of new courses

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

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

Regent Link told President Ramming to ensure the added courses have transferability for students who transfer to other institutions. Dr. Wansick said these courses were produced after conversations between Deans at CSC and Oklahoma State University, which is where most CSC students transfer to in order to continue their educations. Regent Link said he spoke with Provost Gary Sandefur at OSU regarding the transfer of classes within the A&M System. President Ramming said for years the OSU Agriculture Division has worked very well with the two-year colleges and he said he appreciates Dean Thomas Coon for continuing that effort.

- J-1 Ratification of interim approval for annual property insurance through OMES
- J-2 Approval of purchase order for an estimated \$130,429 for an energy savings LED light replacement contract

President Ramming said Item J-2 will provide an annual energy savings of approximately \$30,000 with payback expected in a little over two years.

Regent Burns moved and Regent Watkins seconded to approve Section J, Items 1 and 2 as presented in the CSC Agenda.

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

Regent Davis said as he reviewed the Huron Report he was reminded of where CSC has come from as an institution with President Ramming's leadership, persistence, and sacrifice. The College is clearly in a better fiscal position than it was three or four years ago, and it is appreciated. President Ramming said the administration likes where the College is at now, though he does not like some of the sacrifices that were necessary to achieve the current financial position.

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

Connors State College

Financial Fiscal Review and Long-term Viability Assessment Discussion Document

33

ATTACHMENT A

Executive Summary of Findings

DRAFT

Following in-depth interviews with leadership at CSC as well as an analysis of the institution's financial statements and available data, Huron has identified the following:

Financial Assessment

- CSC's overall FY19 CFI score of 1.05 (1.33 with Foundation component) is above the standard 1.0 threshold for financial health and is trending upward.
- Net position has decreased 1.1% from \$14.9M in FY14 to \$14.7M in FY18, driven by a decline in restricted and unrestricted net assets after FY14 due to investment in capital assets.

Operational Assessment:

- Operating expenditures have been reduced by \$1.6M (-7.7%) in response to state appropriation cuts from FY14 to FY18, driven by a decrease in compensation expense in FY16 through a combination of RIFs and attrition.
- Earnings before interest and depreciation have been positive over the past three years, largely driven by expense management at lower operating levels, leading to improved operating margins.
- The careful monitoring of enrollment has helped CSC to evaluate its academic programs and identify opportunities for growth such as with its pre-engineering, nursing, and business programs.
- Total enrollment has decreased at 2.7% on average annually over the last six academic years due to the decline in all student populations, with the concurrent student population showing the largest decline (-45.5%).

Capital and Debt:

- The debt service coverage ratio became positive after FY15 due to improvement in net operating income; however, margins remain small and provide CSC limited financial flexibility.
- CSC has demonstrated resilience through a period of financial distress through its ability to meet its debt obligations, decrease debt leverage, and increase investment in capital assets.
- The institution has \$8M in deferred maintenance but plans to address these needs in the upcoming budget cycle.

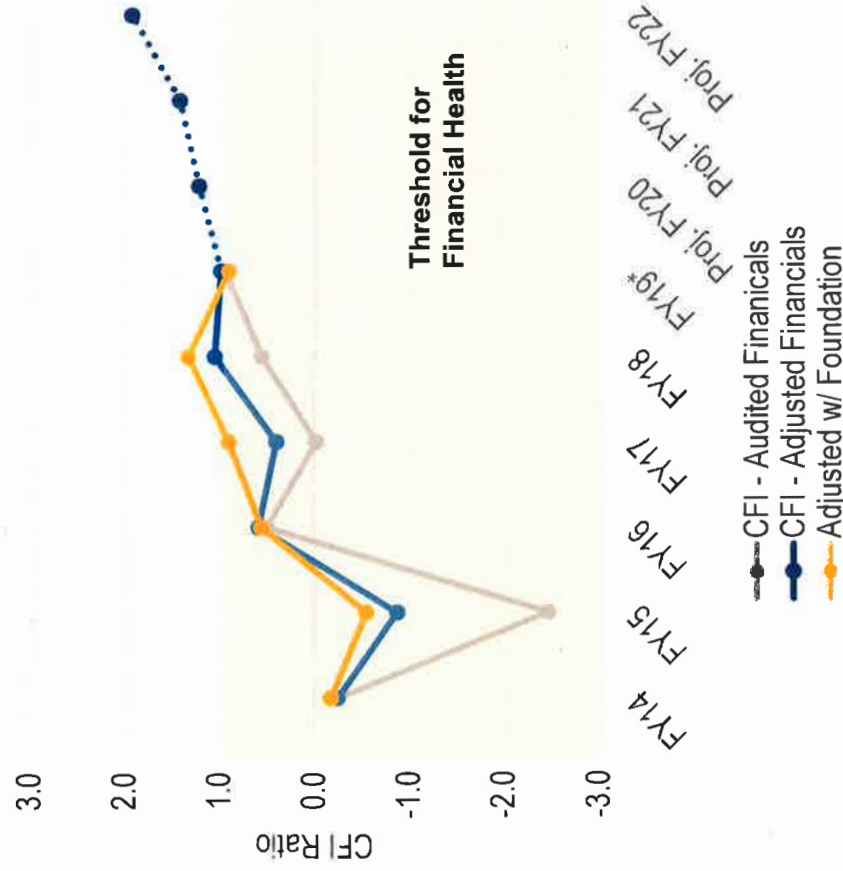
Strategic Plan:

- CSC has invested in strategic initiatives that align with its mission through campus renovations, innovative partnerships, and enhanced academic offerings.

Overall CFI Score

DRAFT

CSC has seen improvement in its overall CFI score from FY14-FY18, namely due to improvements in the net operating revenue and return on net assets ratios as a result of improved operating margins. The institution currently sits above the threshold for financial health indicating a trend of continued financial improvement.



*To ensure consistency across all system institutions, Huron's analysis is limited to FY14-FY18 although FY19 data is populated with audited figures.

CSC's CFI score of 1.05 moved above the threshold for financial health in FY18, and the institution has made significant progress during a financially unstable time.

CFI Range	Strategy
7 to 10	Commit additional resources to advance mission
5 to 7	Encourage innovation to achieve mission
3 to 5	Implement initiatives to promote sustainability
1 to 3	Perform a thorough review of institutional effectiveness
-1 to 1	Implement significant institutional changes to achieve mission
-4 to -1	Assess Department of Education compliance and Institutional long-term viability



CONNORS
- STATE COLLEGE -
Building Futures One At A Time Since 1908

Connors State College

Warner, Oklahoma

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

March 6, 2020

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

None

E - INSTRUCTIONAL PROGRAMS

1. Request for New Course Approval

Board approval is requested to add the attached new courses to the Course Inventory. These courses have been recommended by the appropriate academic division faculty as well as the Connors State College Curriculum and Academic Council committees.

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

None

J - PURCHASE REQUESTS**Purchase Order over \$75,000**

1. Board approval is requested for ratification of interim approval for the following purchase order over \$75,000 for Fiscal year 2021:

-The amount of \$75,763 is the new annual amount of property insurance being invoiced by OMES to cover some \$90M in Buildings and contents for Connors State College.

2. Board approval is requested for an estimated \$130,429 purchase order for an energy savings LED light replacement contract for both indoor and exterior campus lighting. Instant energy rebate is estimated at \$59,577 with annual energy savings 395,363kwh / \$30,443 and an ROI of 2.33 years.

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. January 2020 Out-of-State Travel Report**

Respectfully submitted,



Dr. Ronald S. Ramming
President

New Course DescriptionsENTO 2003 Insects and Society (N)

Class 3. Prerequisites: NONE. Influence of insects and related arthropods on human society. Current issues involving insects, society and the environment. View of insects in folklore and mythology. Basic biology and behavior of insects and use of insects as model systems for biological studies. A course for both majors and non-majors.

HORT 1003 Home Horticulture

Prerequisites: NONE. An introduction to horticultural practices for the home gardener. Planning and care of home grounds, home orchards and vegetable gardens; selection, use and care of indoor plants. Non-majors only. Credit will not substitute for required courses.

**OFFICIAL INTERIM APPROVAL REQUEST TO THE OFFICE
OF THE CHIEF EXECUTIVE OFFICER OF THE OSU/A&M BOARD OF REGENTS**

NOTE: Both parties of this form must be completed before interim approval is considered official.

Connors State College

College/University from which Request for Interim Approval Originated

I. The basis upon which interim approval is requested is indicated below (check one or more and explain).

☒ (a) The matter is related to the peace, health and safety of the institution and/or its inhabitants. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

☐ (b) The matter quite possibly could pose a deterrent to the accomplishment of important institutional objectives ☒ authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement)

☐ (c) The matter has significant economic implications for institutional resources and/or properties ☒ authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

the amount of \$75,763 is the new annual amount of property insurance being invoiced by OMES to cover some \$90M in Buildings and contents for Connors State College. Last year's amount was only \$58,002 and therefore did not require Board Approval. This invoice was sent to a retired employee and therefore the time lapse has caused this to be overdue.

☐ (d) The matter is related to an emergency requiring action by the administration prior to the next meeting of the Board of Regents because of extenuating circumstances not referenced above. (Describe the specific extenuating circumstances.)

Pap2

2. The administrative action for which interim approval is hereby requested is as follows (describe fully what action is proposed and, if necessary, use an attached sheet):

We need board approval to move forward with the new p.a. amount and approve Invoice for payment.

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ 71,789
4. Identify the fund or funds to be used in covering the cost stated above. B&G
5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. Or: Ramming, 2-12-2020, by telephone

6.

(Optional) Signature of Requesting Administrator

(Required) Signature of President

Date

Date

DO NOT COMPLETE FIELDS BELOW.

FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER.

Interim approval is granted by the office of the Chief Executive Officer for the business matter described above.

REMARKS:

D Interim approval is not granted for the business matter described above.

REMARKS:

Signature of the Chief Executive Officer or
his designated representative

Date

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF JANUARY 31, 2020

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	0	0.00	4	4,535.54	5	5,490.78
FEDERAL	0	0.00	0	0.00	11	23,623.69	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
TOTAL	-	-	-	-	15.00	28,159.23	8.00	21,745.39

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

President Kyle Stafford 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.)

President Stafford said NEO's Huron Viability Report (Report) was also presented at the Oklahoma State Regents meeting recently. He said one area noted in the Report was NEO's retention efforts. There are many opportunities on the enrollment side. The administration put together an enrollment management task force that met last week, and that task force is looking at ways to quickly impact Fall 2020 enrollment, as well as long-term strategies going forward in relation to recruitment, enrollment, and retention. He said it is a busy time of year for NEO and highlighted several stories contained within the NEO Update Newsletter.

President Stafford said the personnel action listed under Item D-1 is the resignation of NEO's Interim Vice President for Fiscal Affairs and is for informational purposes only, but wanted to make note that Joe Weaver, Senior Vice President for Administration and Finance and Gaylene Hargrove, Director of Fiscal Affairs/Shared Services Accounting Operations Administrator, both from OSU, have been a great help through the use of shared services in the A&M System. He said he appreciates the system approach and is thankful for the help from OSU. NEO has vacancies for Controller and Vice President for Fiscal Affairs in the Fiscal Affairs Department. He anticipates filling the Controller position first and initiating a search for the Vice President position after receiving Board approval to do so.

G-1 Approval to submit appropriate documents to OSRHE and take necessary action to refund potential projects through Master Lease Program Project

President Stafford noted this action will result collectively in a savings of approximately \$368,000.

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

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

J-1 Approval to purchase labor, material, equipment, and services to replace chiller for Cunningham Hall

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

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

The business of Northeastern Oklahoma A&M College being concluded, President Stafford was excused from the meeting.

NEO Higher Education Promotion Log

Date	Description	Medium	IG Views	Twitter Views	FB Views	Total Views	IG Likes	Twitter Likes	FB Likes	Shares
20-Jan	Day of Service	Facebook			2609	2609	50			5
21-Feb	ACT Boot Camp	Facebook			1605	2044		13	1	12
22-Jan	High School Basketball Recruiting Tournament	Facebook, Instagram, Twitter	439	1075	2707	4241	25	9	18	13
28-Feb	Miami Arts Scholarship	Facebook, Instagram	468		1141		36		20	
29-Jan	Tribal Scholarship Fair	Facebook, Instagram	449		2761		16		11	26
30-Jan	Ok State Partnership Rewinkle	Facebook, Instagram, Twitter	478	1216	7192	8886	53	10	131	27
31-Jan	Nursing Enrollment Push	Facebook, Instagram, Twitter	493	557	8249	9299	43	4	93	42
31-Jan	High School Basketball Recruiting Tournament Scholarship Winners	Facebook, Instagram, Twitter	479	573	1550	2602	29	2	27	2
4-Feb	Fletcher Toyota \$10k Presentation	Facebook, Instagram	480		4196		49		66	10
7-Feb	Top Ten Freshman	Facebook			2118				37	17
10-Feb	Higher Ed day	Facebook, Instagram, Twitter	435	994	1392	2821	24	3	8	8
10-Feb	Online Classes - 2nd 8-Week	Facebook, Instagram, Twitter	429	824	1138	2391	18	2	6	7
10-Feb	Top Ten Freshman Named	Facebook, Instagram, Twitter	453	1028	1299	2780	32	7	16	4
11-Feb	Higher Ed Day	Facebook, Instagram, Twitter	431	605	1041	2077	19	4	8	3
11-Feb	Ok Higher Ed Retweet	Twitter						7		5
11-Feb	Concurrent Enrollment Retweet	Twitter						30		8

NEO Higher Education Promotion Log

Date	Description	Medium	IG Views	Twitter Views	FB Views	Total Views	IG Likes	Twitter Likes	FB Likes	Shares
12-Feb	Higher Ed Day Share	Facebook			1212				15	
12-Feb	Campus Tour Scholarships	Facebook, Instagram, Twitter	471	1491	4219	6181	23	8	18	29
18-Feb	Online Classes	Instagram, Twitter	459	486		945	18	2		
18-Feb	Scholarships	Facebook, Instagram, Twitter	449	447	3477	4373	23	2	11	23
19-Feb	Scholarship Deadline	Facebook, Instagram, Twitter	446	511	2659	3616	23	2	6	23
21-Feb	Flyers Scholarship	Facebook, Instagram, Twitter	453	755	7824	9032	15	3	32	74
21-Feb	Ok Higher Ed Retweet	Twitter						3		2
25-Feb	Second 8-weeks	Facebook			781				5	3
26-Feb	Open Enrollment	Facebook, Instagram, Twitter	430	901	1661	2992	25	3	8	24
26-Feb	College Degree Holders - Medium.com	Twitter		261		261				
27-Feb	Scholarship Deadline	Facebook, Instagram, Twitter	404	312	1632	2348	16	1	5	11
2-Mar	Enrollment	Facebook, Instagram, Twitter	151	355	441	947	7	2	3	3
						0				



NORTHEASTERN OKLAHOMA A&M COLLEGE

Miami, Oklahoma

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

March 6, 2020

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. President Dr. Kyle Stafford Remarks
 - a. Highlights of NEO Update newsletter
 - b. Social Media Report (Reference Document A-1)
2. Commencement Exercises 2020- Northeastern Oklahoma A&M College's Commencement is scheduled for Thursday, May 7th at 7:00 p.m. at Robertson Field. This year's speaker is Secretary Blayne Arthur. You are cordially invited to attend all Commencement events.

B – RESOLUTIONS- None

C - POLICY AND OPERATIONAL PROCEDURES- None

D - PERSONNEL ACTIONS-

1. Resignation received from Michael Allgood, Interim Vice President Fiscal Affairs effective February 28, 2020.

E - INSTRUCTIONAL PROGRAMS- None

F - BUDGETARY ACTIONS-

G - OTHER BUSINESS AND FINANCIAL MATTERS-

1. Board approval is requested to submit the appropriate documents to the Oklahoma State Regents for Higher Education (OSRHE) and take all necessary action to refund the potential projects listed below through the Master Lease Program.

<u>Project</u>	<u>Estimated Cost</u>
Refunding of MRPL 2010A	\$2,300,000
Refunding of MRPL 2011A	\$2,300,000

Each year the State Regents analyze potential savings available through refunding bond issues. This year, we have identified two issues with potential savings. The projected NPV savings from refunding 2010A are \$179,709. The projected NPV savings from refunding 2011A are \$189,213.

H - CONTRACTUAL AGREEMENTS (other than construction and renovation) - None

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES- None

J - PURCHASE REQUESTS –

1. Board approval is requested to purchase labor, material, equipment and services to replace chiller for Cunningham Hall, estimated amount \$160,000 (bid). Funding for purchase will be from E&G.

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 January 2020 (Reference Document M-1)
2. Golden Norse 2020 Football schedule (Reference Document M-2)

Reference Document M-1

Northeastern Oklahoma A&M College
Summary of Out-of-State Travel as of

Jan-20

Column (1): Travel This Month

Column (2): Corresponding Month Last FY

Column (3): Amount Expended Current FY

Column (4): Amount Expended Prior FY

Fund Source	No. Trips (1)	Amount Expended (1)	No. Trips (2)	Amount Expended (2)	No. Trips (3)	Amt. Exp Current FY (3)	No. Trips (4)	Amt. Exp Prior FY (4)
Revolving	0	\$0.00	0	\$0.00	0	0	0	0
State Approp. (290)	0	\$0.00	0	\$0.00	29	\$16,499.79	15	\$4,318.81
Federal (430)	0	\$0.00	0	\$0.00	2	\$1,294.09	0	\$0.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	0	\$0.00	2	\$292.70	25	\$10,374.69	9	\$2,197.53
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total	0	\$0.00	2	\$292.70	56	\$28,168.57	24	\$6,516.34



DATE	OPPONENT	LOCATION	TIME
August 29, 2020	Trinity Valley	Miami, OK	5pm
September 5, 2020	Kilgore	Miami, OK	6pm
September 12, 2020	Navarro	Corsicana, TX	11am
September 19, 2020	Texas A&T	Miami, OK	6pm
September 26, 2020	Tyler	Miami, OK	6pm
October 3, 2020	Cisco	Miami, OK	6pm
October 10, 2020	Arkansas Baptist	Miami, OK	6pm
October 17, 2020	New Mexico Military	Roswell, NM	TBA
October 24, 2020	Blinn	Brenham, TX	TBA
October 31, 2020	SWJCFC Semi-Finals	TBD	TBA
November 7, 2020	SWJCFC Championship	TBD	TBA

Schedule approved by Athletic Director

Date

9/23/20

V. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

President Kent Smith and members of the Langston University (LU) administration appeared before the Board of Regents to present the business of LU and review the Agenda for members of the Board. (The LU Agenda is attached to this portion of the minutes.)

President Smith said LU recently had the honor of hosting the Administrator of the National Aeronautics and Space Administration (NASA), Mr. Jim Bridenstine, on campus to sign a formal agreement between LU and NASA. He thanked Regents Link, Anthony, and Davis, and Director of Public Policy Jessica Russell for attending the event. A handout titled, “LU in the News, NASA Media Coverage” was distributed and is on file in the Board of Regents Office as Document No. 1-3-6-20. President Smith said LU has received tremendous national media coverage as a result of its partnership with NASA. A video was shown highlighting LU’s Science Research Institute partnership with NASA. President Smith asked Dr. Byron Quinn to make a presentation about the LU NASA program.

A-2 Presentation by Dr. Byron Quinn, Chair, Langston University Department of Biology

Dr. Quinn said he is very thankful to have the NASA program on campus. When the NASA project was written, LU was going to perform research components and integrate that research into classrooms. After the project was funded, there was a big change that allowed LU to scale up to a full research-level project: President Smith assigned the project an entire building. That enabled LU to bring in more equipment and scale up to allow more students to participate in the program. The project is now at such a level that LU is ready to begin sending samples to the International Space Station (ISS) for the studies LU is doing for NASA related to the immune systems of astronauts. Dr. Quinn thanked President Smith for assigning the building to the NASA project, as it was a huge component to allow the growth of the research program. Chairman Link said Mr. Bridenstine was extremely impressed by the NASA program at LU, and he asked for an explanation of what exactly the research is doing for NASA and astronauts. Dr. Quinn said dating all the way back to the Apollo missions, astronauts would come back from the Moon and after having their cheeks swabbed it was found that viruses were reactivating at high levels. There was not a lot of public knowledge of this problem at that time, but the cause of this phenomenon is something NASA has been studying for many years. At first it was thought to be caused by stress, but when these same cells were sent back to space the immune cells did not activate in microgravity conditions. This is one reason astronauts are kept on the ISS for six months and then brought back to Earth. Scott Kelly is the first American astronaut who spent a full year in space. NASA is interested in putting humans on Mars, which is a lot different than the Moon missions. It is anticipated that a mission to Mars would put an astronaut in space for approximately three years total. In order to accomplish a mission to Mars, some of these immune system problems must be solved. Manmade drugs cannot be used to reactivate the immune cells, which limits solutions to what astronauts can grow on Mars, which is what LU is studying. They are looking at plant extracts, probiotics, etc. and developing a formulation to potentially use to reactivate immune cells in space. On Earth a climate stack model is being used, which is basically a model microgravity experiment. It will not be known fully whether this model works until it can be sent to the ISS. Chairman Link asked if this is what is being done on the next round of samples being sent to space. Dr. Quinn affirmed this. Chairman Link said he was very impressed with the presentation and what the University is doing.

Dr. Quinn introduced three LU undergraduate students from the program who attended the meeting: Ms. Kaci Craft, Mr. Myshal Morris, and Ms. Brooklyn Baker. Dr. Quinn said Ms. Craft transferred to LU from the University of Arkansas and was recently accepted into Harvard's Medical School summer honors program. He said Mr. Morris began at LU as a psychology major, but soon developed a passion for biology and changed his major. He has had internships at Stanford University, Harvard Medical School, and Yale Medical School. Ms. Baker had an internship at Harvard Medical School and has been asked to return for another internship there this summer. The NASA program has really opened opportunities to train students. Chairman Link thanked Dr. Quinn for sharing about this program with the Board.

President Smith said he wanted to publicly thank General Counsel Steve Stephens, Deputy General Counsel Scott Fern, and their teams for their years of work on a court case LU was recently involved in. Cases are typically settled outside of court, but this particular case went to trial and was won because of the Office of Legal Counsel's efforts.

B-1 Adoption of Memorial Resolution for Reinard Valentine

B-2 Adoption of Memorial Resolution for Norman St. Amant

Regent Davis moved and Regent Watkins seconded to approve Section B, Items 1 and 2, as presented in the LU Agenda.

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

C-1 Approval to award posthumous degree to Lowell Williams

Regent Hall moved and Regent Milner seconded to approve Item C-1 as presented in the LU Agenda.

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

D-1 Approval of personnel actions

Regent Burns moved and Regent Milner seconded to approve Item D-1, as presented in the LU Agenda.

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

F-1 Approval to submit a request to the OSRHE for a distribution from the Langston University Endowment

President Smith said this distribution from the Endowment is \$1.9 million. Regent Link asked if this is the most that can be disbursed. President Smith said this is the full amount available.

Regent Burns moved and Regent Davis seconded to approve Item F-1, as presented in the LU Agenda.

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

G-1 Approval of peace officer actions

Commission:

- a. Deirdre Holiday Commission No. 787
- b. Patrick Davis Commission No. 788

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

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

H-1 Approval to amend engagement with BKD for additional support and services surpassing original engagement agreement

Regent Burns moved and Regent Milner seconded to approve Item H-1 as presented in the LU Agenda.

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

H-2 Approval to of the Statement of Work, Amendment #4, provided by Deloitte & Touche to continue a risk assessment/analysis in preparation for the Fiscal Year 2019 external audit

President Smith said the amount will not exceed \$637,000. Regent Link asked if this is for work to be done or work that has already been done. President Smith said the work has already been completed.

Regent Milner moved and Regent Davis seconded to approve Item H-2 as presented in the LU Agenda.

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

H-3 Approval to renew sponsorship of the Deborah Brown Charter Community School, pending approval from the Office of Legal Counsel

Regent Milner moved and Regent Davis seconded to approve Item H-3 as presented in the LU Agenda.

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

H-4 Approval to authorize Dove Schools – Tulsa to purchase a new building and to relocate its Discovery and High School campuses, pending approval from the Office of Legal Counsel

Chairman Link asked what LU's commitment is for these actions by Dove Schools (Dove). President Smith said there is no financial commitment from LU, but Dove is purchasing a site for \$11 million, which will give Dove the opportunity to have all of their schools at one site and increase enrollment. Chairman Link asked if the location that will be purchased is just north of the OSU and LU campuses in Tulsa. President Smith said it is not. Dr. Ruth Jackson, Vice President of Academic Affairs, said the new sites are north of the Broken Arrow Expressway in Tulsa.

Regent Burns asked why Board approval is required for these actions. President Smith said that for the schools to move to a different location, Board approval is required. Regent Burns asked what LU's obligation is to the schools. President Smith said the only obligation LU has is oversight responsibility as defined by the State of Oklahoma. Dr. Jackson said this is also a condition of their vendor to ensure the authorizer is aware of them entering into this contract. Chairman Link asked Mr. Fern if he had anything to add. Mr. Fern said part of the requirement of the Charter School Act is that the physical location of the school be identified; there is no financial support from the A&M System at all.

Regent Burns moved and Regent Davis seconded to approve Item H-4 as presented in the LU Agenda.

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

The business of Langston University being concluded, President Kent Smith and members of the administration were excused from the meeting.



LANGSTON UNIVERSITY

Langston, Oklahoma

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

March 6, 2020

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
2. Presentation by Dr. Byron Quinn, Chair, Langston University Department of Biology

B – RESOLUTIONS

1. Memorial Resolution for Reinard Valentine (*Reference Document B-1*)
2. Memorial Resolution for Norman St. Amant (*Reference Document B-2*)

C - POLICY AND OPERATIONAL PROCEDURES

1. Request for Awarding of Posthumous Degree

Board approval is requested for Langston University to award a posthumous Master of Science Degree in Rehabilitation Counseling to Lowell Williams at the Spring 2020 Commencement Ceremony. This request meets with requirements set forth by the Oklahoma State Regents for Higher Education.

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. Approval is respectfully requested for Langston University to submit a request to the Oklahoma State Regents for Higher Education for a distribution from the Langston University Endowment (Account 420001) in the amount of \$1.916 million to supplement funding for scholarships in FY20. *(Reference Document F-1)*

G - OTHER BUSINESS AND FINANCIAL MATTERS

1. Peace officer actions *(Reference Document G-1)*
 - a. Commission Deirdre Holiday
 - b. Commission Patrick Davis

H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Approval is respectfully requested for Langston University to amend our engagement with BKD and increase the budget by \$68,500.00 to cover additional support and services surpassing our original engagement agreement. *(Reference Document H-1)*
2. Approval is respectfully requested for the Statement of Work (SOW), Amendment #4, provided by Deloitte & Touche to continue a risk assessment/analysis in preparation for the Fiscal Year 2019 external audit. *(Reference Document H-2)*
3. Approval is respectfully requested for Langston University to renew sponsorship of the Deborah Brown Charter Community School effective July 1, 2020 through June 30, 2025, pending approval from the Office of Legal Counsel. The renewal contract is included for review. *(Reference Document H-3)*
4. Approval is respectfully requested for Langston University to authorize a request put forward by Dove Schools – Tulsa to purchase a new building and to relocate its Discovery and High School campuses, pending final approval by the Office of Legal Counsel. The lender, Civic Fund Manager, LLC, would provide a loan of up to \$11,300,000.00 to Dove Charter Public School Foundation for the acquisition and renovation of real property located at 4848 South 129th East Avenue, Tulsa, OK 74134. Supplemental documentation from Dove Schools is provided including the 5-year enrollment plan, 5-year budget, and Preliminary Tern Sheet from Civic Fund Manager, LLC. *(Reference Document H-4)*

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

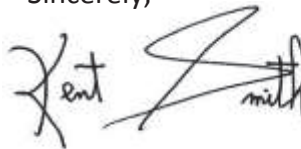
None

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

None

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

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

RESOLUTION

WHEREAS, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mr. Reinard Valentine was claimed by death on Wednesday, January 22, 2020; and

WHEREAS, Mr. Valentine, by his loyalty, attention to duty, and faithful performance rendered service as a staff member of Langston University for 3 years, serving as Administrative Assistant for the Urban Education Graduate Program and Enrollment, Recruiter, and Outreach Coordinator, for the Langston University-Oklahoma City campus; and

WHEREAS, his friends and Langston University have suffered an irreparable loss in his passing; **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES; THAT**, it takes this method to express its appreciation for the 3 years of exemplary service rendered by Mr. Reinard Valentine to Langston University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deepest 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 Langston University's beloved staff 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 Mr. Reinard Valentine.

Adopted by the Board the 6th day of March 2020.

Regent Tucker Link, Chairman

Jason Ramsey, Chief Executive Officer

BOARD OF REGENTS
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

RESOLUTION

WHEREAS, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mr. Norman St. Amant was claimed by death on Monday, February 24, 2020; and

WHEREAS, Mr. St. Amant, by his loyalty, attention to duty, and faithful performance rendered service as a staff member of Langston University since August 2019, serving as Acting Director of University College; and

WHEREAS, his friends and Langston University have suffered an irreparable loss in his passing; NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES; THAT, it takes this method to express its appreciation for the exemplary service rendered by Mr. Norman St. Amant to Langston University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deepest 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 Langston University's beloved staff 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 Mr. Norman St. Amant.

Adopted by the Board the 6th day of March 2020.

Regent Tucker Link, Chairman

Jason Ramsey, Chief Executive Officer

D – PERSONNEL ACTIONS

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

1. Board approval is requested for the following personnel actions:

Name	Action	Effective Date	Salary/Rate
Tina Stewart	Employ as Instructor, School of Nursing and Health Professions (non-tenure track)	1/13/2020	\$50,000.00 annually (9-month basis)
Dr. Todd Wilkerson	Employ as Assistant Professor, Health, Physical Education and Recreation, School of Education and Behavioral Sciences (tenure track)	1/13/2020	\$53,000.00 annually (9-month basis)
Amandeep Kaur	Employ as Instructor, School of Arts and Sciences (non-tenure track)	1/13/2020	\$46,500.00 annually (9-month basis)
Karlon James	Change of title from Acting Comptroller to Comptroller	2/05/2020	81,600.00 annually (12-month basis)

2. The following personnel items are listed for informational purposes only:

Name	Title	Type	Effective Date	Service Time
John Veal	Practitioner-In-Residence, School of Business	Resignation	12/31/2019	08/12/2019-12/31/2019
Dr. Betsy Showalter	Assistant Professor/Acting Chairperson	Retirement	07/31/2020	08/13/1993-07/31/2020

March 6, 2020

Dr. Glen Johnson, Chancellor
Oklahoma State Regents for Higher Education
P. O. Box 108850
Oklahoma City, OK 73101-8550

RE: Oklahoma State Regents" Endowment Trust Fund -- Request for Distribution

Dear Chancellor Johnson:

Attached is our request for a distribution from Langston University's Endowment (Account 420001) to supplement funding for scholarships for FY 2020. The available distribution from this fund for FY 2020 amounted to \$1.916 million. The requested distribution of funding is \$1,916,419.

As we have previously reported, Langston University continues to seek a higher percentage of college ready students, and the scholarships supported by this endowment assist us in recruiting, enrolling, and retaining these students. The University is anticipating a similar distribution for FY 2021 based upon internal actions taken to continue to retain these students at the University, while minimizing student cost increases or reductions in services to our students. The University recognizes the need to preserve the endowment corpus to benefit students for years to come.

Your support for this distribution request will be greatly appreciated.

Sincerely,

Kent J. Smith, Jr., Ph.D.
President

OKLAHOMA STATE REGENTS' ENDOWMENT TRUST FUND--2019 DISTRIBUTION SCHEDULE

Account	Account Balance 6/30/19	Account Balance 6/30/18	Account Balance 6/30/17	Three-year Average Mkt. Value	# Qtrs	FY19 Available		FY18 Carryover	Total Available Distribution	Distribution Requested
							Distribution			
Langston University										
420001 Endowment	46,808,989.90	40,963,419.95	38,592,770.54	42,121,726.80	4		1,895,477.71	20,941.36	1,916,419.07	
420002 PSO Lectureship (Public)	120,768.01	98,221.37	90,864.09	103,284.49	4		4,647.80	6,298.47	10,946.27	
420003 PSO Lectureship (Private)	120,537.44	97,871.19	90,540.14	102,916.26	4		4,631.23	6,546.71	11,177.94	
420004 Southwestern Bell Endowed Lectureship	225,069.44	169,338.97	183,050.38	192,486.26	4		8,661.88	11,297.92	19,959.80	
420005 William Henri Hale Lectureship	118,308.21	96,220.81	89,013.38	101,180.80	4		4,553.14	6,613.53	11,166.67	
420006 J C Penney Professorship of Business	209,049.22	170,021.03	157,285.59	178,785.28	4		8,045.34	10,716.03	18,761.37	
420007 T M Crisp Professorship in Recreation & Good Sportsmanship	666,460.89	542,086.79	501,435.47	569,977.72	4		25,649.00	34,347.31	59,996.31	
420008 James A. Close Endowed Chair	640,924.37	521,267.77	482,222.16	548,138.10	4		24,666.21	31,520.46	56,186.68	
420009 Lillian Johnson Hemmitt Endowed Chair	1,623,545.22	1,320,439.42	1,221,531.79	1,388,505.48	4		62,482.75	61,321.01	123,803.76	
420010 Delta Sigma Theta Sorority Distinguished Professorship	311,563.56	253,306.58	234,415.89	266,458.67	4		11,990.64	10,509.33	22,499.97	
TOTAL, Langston:	50,845,016.26	44,245,945.28	41,629,418.02	45,733,659.85	4		2,050,805.69	200,112.14	2,250,917.83	

G – OTHER BUSINESS AND FINANCIAL MATTERS

1. Peace officer commissions:

NAME	CAMPUS
Deidre Holiday	LU
Patrick Davis	LU



110 North Elgin Avenue, Suite 400
Tulsa, OK 74120-1490
918.584.2900 Fax: 918.584.2931

BKD Tax ID#: 44-0160260

INVOICE

Langston University
Office of Internal Audit
Board of Regents - Oklahoma A&M Colleges
c/o Michelle Finley, CAE
301 Whitehurst
Stillwater OK 74078-1024

AMOUNT ENCLOSED

\$

Date: 01/31/20

Page: 1

Client#: 1184021 - Invoice#: BK01156149

Please return top portion with payment

Client#: 1184021 - Invoice#: BK01156149

Contract Number: OSUA&M-CNSL-0000249-2017

68,500.00

Langston University

Nonrecurring time incurred related to Langston University financial statement and federal funds audit incurred from November 1, 2019 - January 24, 2020

Devore - 105 hours
Barber - 102 hours
Madsen - 15 hours
McClendon - 10 hours
Associates - 5 hours

Invoice Total

\$ 68,500.00



Pay your invoices online. Go to bkd.com/client-login to access the Client Payment Portal. Email us at ClientPaymentPortal@BKD.com with questions.

Invoices are due upon receipt and assessed finance charges after 32 days past due date unless detailed in engagement letter.

Thank you for your business!

BKD, LLP • 110 North Elgin Avenue, Suite 400 • Tulsa, OK 74120-1490
Phone 918.584.2900 • Fax 918.584.2931

AMENDMENT TO STATEMENT OF WORK #4

Deloitte Risk and Financial Advisory¹ ("Advisor" or "we" or "us") is pleased to submit this Second Amendment ("Second Amendment") to our Statement of Work #4 executed on May 15, 2019 ("Statement of Work") between OSU/A&M's Langston University "Client" or "you"). Except as noted in this Second Amendment, all terms and conditions, including defined terms, are the same as stated in the Engagement Letter (dated July 12, 2018) as amended by the First Amendment (dated August 30, 2019), including the General Business Terms thereto.

Specifically, we are updating the Fees and Timing section of the Statement of Work #4. For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree to amend Statement of Work #4 as set forth below (the "Amendment"). Capitalized terms that are used herein, but that are not defined, shall have the same meaning as in the Engagement Letter. The purpose of this Second Amendment is to confirm the terms of our engagement to provide the services described in SOW#4.

Accordingly, the Fees and Timing section of the Statement of Work will be deleted in its entirety and replaced with the following:

FEES AND TIMING

Our professional services will be invoiced on an hourly basis in accordance with the rate schedule below:

IA Resource Rates	Hourly Rates	Hourly Rates
Level (Approximate Years of Experience)	Through - 5/31/2019	6/1/2019 5/31/2020
Principal, Partner, Managing Director (12+)	\$273	\$281
Senior Manager (7+)	\$244	\$251
Manager (5+)	\$224	\$231
Senior Consultant (2+)	\$185	\$191
Consultant	\$152	\$157
Senior Associate	\$110	\$113
Associate	\$90	\$93

Subject Matter Advisor Rates		
Level (Approximate Years of Experience)	Through - 5/31/2019	6/1/2019 5/31/2020
Principal, Partner, Managing Director (12+)	\$300	\$309
Senior Manager (7+)	\$268	\$276
Manager (5+)	\$246	\$253
Senior Consultant (2+)	\$209	\$215

¹ As used in this letter, "Deloitte Risk and Financial Advisory" means Deloitte & Touche LLP, Deloitte Financial Advisory Services LLP, .

The number of hours for the project are estimated not to exceed 3,750 hours at a blended rate not to exceed \$170 per hour based on the rate schedule above. The total professional fee cost (excluding reasonable travel) is estimated to not exceed \$637,500. The blended rate or total project cost will not fluctuate unless approved in advance and with prior written consent by the Langston President or his designee. Any additional hours are to be approved in advance and with prior written consent by the President of Langston. Reasonable travel and other expenses will be billed at actual cost, are not expected to exceed 12% of total professional fees for this engagement. Each invoice will be accompanied with copies of itemized receipts for all actual expenses incurred unless Federal US per diems are used. Alcohol will not be reimbursed. All invoices will be due and payable pursuant to SOW#4.

The hourly rates are based upon our current understanding of the requirements, our roles and responsibilities, any assumptions set forth in the Agreement, and active participation of Langston's management and other personnel, as described in this Statement of Work #4. Based on our experience, issues sometimes arise that require procedures beyond what was initially anticipated. If this should occur, we will discuss it with you prior to performing any additional work.

During the term of this engagement, Langston may request that Deloitte & Touche perform additional services that are not encompassed by this engagement letter. Deloitte & Touche may perform such additional services upon receipt of a separate signed engagement letter with terms and conditions that are acceptable to Deloitte & Touche and Langston.

ACKNOWLEDGEMENTS AND AGREEMENTS

Except as expressly amended hereby, the Engagement Letter, the Statement of Work #4, and any previous amendments thereto, if any, shall remain in full force and effect in accordance with its terms.

The Statement of Work #4, as modified by this Second Amendment and the previous amendment, constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior understandings, proposals, negotiations, and communications, oral or written, between the parties or their representatives with respect to the subject matter hereof.

* * * * *

Please indicate your acceptance of this Second Amendment by signing in the space provided below and returning it to us. A duplicate of this Second Amendment is provided for your records.

Very truly yours,

Deloitte & Touche LLP

By: Shawn Kilchrist
Shawn Kilchrist, Managing Director

Accepted and Agreed to by **Langston University** (component institution of Oklahoma State University and Agriculture and Mechanical Colleges System):

By: [Signature]

Title: President

Date: 2/19/2020

CHARTER SCHOOL CONTRACT

This Charter School Contract (“Contract”) is executed to be effective the 1st day of July, 2020, by and between Langston University (“Sponsor”), and **The Deborah Brown Community School, Inc.** (“Charter School”). This Contract constitutes the Charter of the Charter School in compliance with the Oklahoma Charter Schools Act. When the terms “Contract” or “Charter” are used in this Contract, they are deemed to be synonymous.

The Charter School has submitted its application (“Proposal”) to the Sponsor for sponsorship of its charter school program; the Proposal is attached as Exhibit A to this Contract for reference to its provisions. The comprehensive instructional program and curriculum to be provided by the Charter School shall be the same as is described it the Proposal.

I. GENERAL PROVISIONS

1. **Authority Granted by the Charter.** The Sponsor authorizes the Charter School to operate a charter school subject to the terms of this Charter, the Oklahoma Charter Schools Act (OKLA. STAT. tit. 70, §§ 3130 – 3160 ("Act"), and all applicable rules and regulations. The Charter School agrees that it will start operations on or before July 1, 2013.

The name, address, telephone number, facsimile number, and E-mail addresses of each representative authorized to act on behalf of the Charter School are as follows:

Name: Deborah Brown

Title: Executive Director

Telephone Number(s): (918) 583-6835 (Home)

(918) 425-1407 (Work)

Address: Two South Elgin Avenue, Tulsa, OK 74103

Facsimile Number: (918) 425-6693

E-Mail Address: dbrown@dbcschool.org

Name: Kenneth James

Title: President, Board of Directors

Telephone Number: (405) 620-0594

Address: 2 South Elgin Tulsa, OK 74120

2. **Term of the Charter.** This Charter will be effective on *July 1, 2020*, and shall terminate on *June 30, 2025*, unless terminated sooner as herein provided.

3. **Renewal of the Charter School Contract.** On timely application by the Charter School, this Charter may be renewed for an additional period, as determined by the Sponsor and Charter School, not to exceed an additional five (5) years from the last day of operation for the 2020-2025 school year. Any application for renewal must be filed no later than June 30, 2024.

4. **Modification of the Charter.** The terms of the Charter may be revised upon the request of the Charter School and upon the approval of the Sponsor.

II. THE EDUCATIONAL PROGRAM

1. **Enrollment:** The Charter School shall not discriminate in enrollment and shall select waiting students by lottery. The admissions policy for admission of students to the Charter School is described in the Proposal. Sibling policy will be applied at the

lottery; i.e., if more than one child from a family has applied for admission and one of the children is selected by lottery, then the other applicants from that family are also permitted to attend. The admission policies and practices of the Charter School shall prohibit discrimination on the basis of gender, national origin, income level, ethnicity, religion, disability, aptitude, academic or athletic ability, and proficiency in the English language. The Charter School shall enroll those students whose legal residence is within the boundaries of the Tulsa Public Schools and who submit a timely application, or those students who transfer to the Tulsa Public Schools in accordance with Section [8-103 of Title 70](#) of the Oklahoma Statutes, unless the number of applications exceeds the capacity of a program, class, grade level, or building. If capacity is insufficient to enroll all eligible students, the Charter school shall select students through a lottery selection process. The Charter school shall give enrollment preference to eligible students who reside within the boundaries of the Tulsa Public Schools.

2. **The Charter School program shall not discriminate.** The educational program of the Charter School shall be nonsectarian in its programs, admission policies, employment practices, and all other operations. The Charter School shall not be affiliated with a nonpublic sectarian school or religious institution and shall not discriminate in its operations against any student or employee on the basis of race, creed, gender, national origin, religion, disability or need for special education services.

3. **The Charter School shall comply with statutes and regulations governing children with disabilities.** The Charter School will be knowledgeable of, and comply with, the provisions of the Individuals with Disabilities Education Act (IDEA) and implementing state and federal regulations; Section 504 of the Rehabilitation Act of 1973

("Section 504") and implementing state and federal regulations; Title II of the Americans with Disabilities Act and implementing regulations; and the Policies and Procedures For Special Education In Oklahoma of the State Department of Education governing the education of children with disabilities. The Charter School agrees that it is the Local Educational Agency ("LEA"), as that term is defined in the above statutes and regulations, and that it accepts all responsibilities imposed by law under the above statutes and regulations and agrees to indemnify the Sponsor from all liabilities, including attorney fees and costs, which may be imposed on the Sponsor concerning the education of any child with a disability enrolled in the Charter School.

4. **The Charter School shall comply with the Oklahoma School Testing Program**

and shall provide data to the State Office Of Accountability. The Charter School shall participate in all testing as required by the Oklahoma School Testing Program Act and shall report test results as required of an Oklahoma public school district. The Charter School shall provide any requested data to the State Office of Accountability.

5. **The Charter School shall comply with all federal regulations and state and local rules and statutes relating to health, safety, civil rights and insurance.**

6. **The Charter School shall comply with state law governing out-of-school suspension procedures.** The Charter School shall comply with Oklahoma law regarding the out-of-school suspension of students and other disciplinary procedures and shall afford students all due process rights to which they are entitled by state law and the federal Constitution in the out-of-school suspension process. The Charter School shall furnish an individualized out-of-school education plan to eligible students suspended out-of-school as required by Oklahoma law.

7. **The Charter School shall comply with federal privacy laws.** The Charter School shall comply with the Federal Family Educational Rights and Privacy Act and safeguard the confidentiality of student educational records. In addition, the Charter School shall comply with the student education record requirements contained in the IDEA.

8. **The Charter School will not charge tuition or fees directly or indirectly.** The Charter School shall not charge students tuition or fees either directly or indirectly, regardless of what terminology may be used to describe any such attempted payments.

9. **The Charter School shall not be used to generate revenue for home-schooled students.** The Charter School shall not be used in any manner to generate revenue for home-schooled students.

10. **The Charter School shall educate students at the Charter School site.** The Charter School will educate students only at an organized Charter School site. The Charter School will promptly notify the Sponsor in writing of any proposed relocation of the Charter School facility. The Charter School may not directly or indirectly operate a home-school program.

11. **The Charter School shall comply with state law governing days of instruction and hours of instruction.** The Charter School shall provide instruction for at least the number of days, and hours during the day, as is required by Oklahoma law.

III. FISCAL MANAGEMENT

1. **The Charter School shall operate on a fiscal year basis.** The Charter School shall utilize a fiscal year beginning July 1 and ending on the following June 30.

2. **The Charter School shall comply with the Oklahoma Cost Accounting**

System. The Charter School shall comply fully with the Oklahoma Cost Accounting System method of reporting school expenditures.

3. **The Charter School shall have an annual audit conducted.** The Charter School shall have the financial operations of the Charter School audited annually in accordance with the provisions of the Oklahoma Public School Audit Law.

4. **Assets of Charter School shall be restricted to Charter School usage.** The Charter School shall not apply, hold, credit, transfer, or otherwise make use of funds, assets or resources of the Charter School for any purpose other than operation of the Charter School described in the Charter. The Charter School shall abide by the Oklahoma constitutional bans against the loaning of public property for the credit or benefit of an individual or other entity and against the making of gifts of public property.

5. **The Charter School shall not extend its credit.** The Charter School shall not extend credit, or otherwise make use of the credit or assets of the Charter School for any purpose other than operation of the Charter School described in the Charter.

6. **The Charter School shall not be involved in transactions that are a conflict of interest.** No transaction shall be executed between the Charter School and a member of the governing body of the Charter School or any member of the immediate family of a member of the governing body of the Charter School which violates directly or indirectly Oklahoma law governing conflict of interest transactions between a member of a school district board of education and the school district.

7. **Sponsor Fee.** The Charter School shall receive funding from the State Department of Education in the amount of State Aid revenue generated by its students as set forth in law

and regulation. The Charter School shall pay to the Sponsor five percent (5%) of its State Aid revenue for administrative services to be rendered by the Sponsor which shall include: technical assistance in the writing and preparation of grant applications to support the Charter School's educational programs, the assignment of student teachers in training by the Sponsor to intern at the Charter School, sponsorship of the Charter School's public outreach programs, and such other services as the parties may agree are appropriate.

IV. FACILITIES, GOVERNANCE, AND OPERATIONS

1. The Charter School shall comply with the requirements of the Oklahoma Open Meeting Act.

2. The Charter School shall comply with the requirements of the Oklahoma Open Records Act.

3. The Charter School shall have the governing body and administration described in its Proposal. The Charter School will have a governing body, and administration, which shall be responsible for the policies and operational decisions of the Charter School. **No current, proposed or future member of the governing body will have a felony conviction.**

4. The Charter School shall maintain insurance protection. The Charter School acknowledges and agrees that it has potential liability under the Oklahoma Governmental Tort Claims Act for negligent actions of its employees acting in the scope of their employment and under the federal Constitution, statutes, and regulations for actions that violate federal rights of students, parents, or employees. The Charter School also acknowledges that it may be sued for actions relating to contracts. **The Charter School**

has secured and will maintain throughout the term of this Charter and any extension thereof: (1) liability insurance protection for ALL school operations in amounts equal to or greater than the minimum liability amounts set forth in the Oklahoma Governmental Tort Claims Act; (2) appropriate property and casualty insurance policies providing adequate protection of Charter School property; (3) fleet/liability insurance for any vehicle owned or operated by the Charter School in an amount equal to or greater than the amount required by law; (4) workers' compensation insurance as required by law; and (5) any other insurance which may now or hereafter be required by law. The Charter School will furnish the Sponsor with a copy of any policy of insurance it maintains within five (5) days of the Sponsor's written request for the policy.

5. The Charter School shall issue employment contracts. The Charter School shall have employment contracts which set forth the Charter School's personnel policies, including, but not limited to, policies related to certification, professional development, evaluation, suspension, dismissal and non reemployment, sick leave, personal business leave, emergency leave, and family and medical leave. The employment contract shall also specifically set forth the salary, hours, fringe benefits, and work conditions of the employees. Upon contracting with an employee, the Charter School's governing body shall disclose, in writing, all employment rights of employees in the event the Charter School closes or its Charter is not renewed.

6. The Charter School shall comply with all applicable federal, state, and municipal laws and regulations. The Charter School will comply with all applicable federal statutes and regulations, state statutes and regulations, and local ordinances and rules,

including, but not limited to those relating to health, safety, civil rights, and insurance listed annually by the State Department of Education for Charter School compliance.

7. **The Charter School shall provide for the disposition of property.** The Charter School shall adopt a rule specifying the method to be used for disposing of real and personal property acquired by the Charter School upon the expiration or termination of the Charter or upon failure of the Charter School to continue operations or when the real or personal property is no longer needed by the Charter School. Any real or personal property purchased with state or local funds shall be disposed as required by law upon the occurrence of any of these events.

8. **The Charter School may participate in certain benefit programs of the Sponsor.** The Charter School may participate in all health and related insurance programs available to the employees of the Sponsor. The Charter School may also elect not to do so and the parties hereto affirm that it is the desire of the Charter School not to do so as of the date of execution of this Agreement. In the event that the Charter School decides in the future that it desires to so participate in the health and related insurance programs available to employees of the Sponsor, it must give notification to the Sponsor of such desire no less than ninety (90) days of the start of the next insurance plan year for the Sponsor to allow adequate time to permit the Sponsor to execute appropriate documents with its vendors providing such insurance coverage.

V. INSPECTIONS

The Sponsor's representatives shall have the right to make periodic inspections of all aspects of the Charter School's operations. Routine scheduled inspections shall take place on a quarterly basis, or more frequently if the Sponsor deems

that more frequent inspections are appropriate. Non-routine inspections may occur at any time. The Sponsor will give the Charter School notice at least five (5) business days in advance of a non-scheduled, non-routine inspection. The Charter School agrees to cooperate in good faith with the Sponsor's representatives making the Sponsor inspections. The purpose of the inspections will be to ascertain that the Charter School is properly fulfilling its obligations under:

The Oklahoma Charter Schools Act;

The Charter School's Mission Statement;

This Contract; and

The terms and conditions of the Charter School's application/proposal to the Sponsor.

2. **Termination of Contract by Sponsor**. The Sponsor may terminate the Charter during the term of the Contract for failure to meet the requirements for student performance contained in the Contract, failure to meet the standards of fiscal management, violations of the law, or other good cause. The Sponsor shall give at least ninety (90) days' written notice to the governing board of the Charter School prior to terminating the Contract. The governing board may request, in writing, an informal hearing before the Sponsor within fourteen (14) days of receiving notice. The Sponsor shall conduct an informal hearing before taking action. If the Sponsor decides to terminate the Contract, the governing board may proceed to mediation or binding arbitration or both as provided for in the Oklahoma Charter Schools Act.

3. **Termination of Contract by Charter School.** The Charter School may terminate the Charter during the term of the Contract with or without cause upon ninety (90) days written notice to the Sponsor.

VI. THIS AGREEMENT

Entire Agreement. This Contract, including all referenced attachments and terms incorporated by reference, contains the entire agreement of the parties. All prior representations, understandings, and discussions are merged into, superseded by and canceled by this Contract. This Contract has been jointly prepared by the parties; accordingly, this Contract shall not be construed more or less favorably with respect to either party. This Contract may not be modified or amended orally, but only by an instrument in writing, duly authorized and executed by the parties to this Contract.

Severability. If any provision of this Contract is determined by a court or other tribunal to be unenforceable or invalid for any reason, the remainder of the Contract shall remain in full force and effect, so as to give effect to the intent of the parties to the extent valid and enforceable.

No Waiver of Breach. No assent, express or implied, to any breach of any of the covenants or agreements herein shall waive any succeeding or other breach.

Venue. In the event that the Charter School should seek civil recourse against the Sponsor, the parties agree that the sole venue for such action lies in the District Court for Payne County, Oklahoma. In the event that the Sponsor should seek civil recourse against the Charter School, the parties agree that the sole venue for such action lies in the District Court for Tulsa County, Oklahoma.

Governing Law. Oklahoma law shall apply in interpreting and applying this Contract.

Authority. The persons signing this instrument represent that they are duly authorized to execute this instrument on behalf of the respective parties and that this instrument has been duly and legally approved and adopted by the respective parties.

Incorporation by Reference. Charter School's Proposal, including any amendments, to Sponsor is incorporated herein by reference. In the event of any conflict between the terms and conditions of this Contract and the terms and conditions of the Proposal, the terms and conditions of this Contract will prevail.

IN WITNESS WHEREOF, the parties hereto have executed this Contract to be effective the date first above written.

Charter School:**Sponsor:**

President, Board of Directors

THE DEBORAH BROWN

COMMUNITY SCHOOL, INC.

Tulsa, Oklahoma

Attest:

President

Langston University

Langston, OKLAHOMA

Approved as to form:

Secretary, Board of Directors

Office of General Counsel,

**Board of Regents for Oklahoma
State University and the
Agricultural Colleges**



DOVE SCHOOLS

9212 N Kelley Ave Oklahoma City, OK 73131 Tel: 405-605-0201 Fax: 405-604-2760

January 30th, 2020

Langston University
Attn: Dr. Kent J. Smith,
PRESIDENT
Langston, OK 73050

RE: Site relocations

Dear Dr. Smith,

DOVE currently plans to purchase a new building to relocate its Discovery and High School campuses. The following table summarizes the proposed address changes.

<i>Campus Name</i>	DSA Tulsa		DSA High School Tulsa	Discovery School of Tulsa
<i>Grade Level</i>	Pre-K-8		9-12	Pre-K-8
<i>Current Address</i>	280 S Memorial Dr. Tulsa, OK 74112		4115 S.100th East Avenue, Suite 100, Tulsa, OK 74146	4821 S 72nd E Ave Tulsa, OK 74145
<i>New Address</i>	280 S Memorial Dr. Tulsa, OK 74112	4115 S.100th East Avenue, Suite 100, Tulsa, OK 74146	4848 S 129th E Ave. Tulsa, OK 74134	
<i>Note</i>	Elementary School (Pre- K-5)	Middle School (6-8)	New Building (Pre-K - 12)	

Also attached are:

- 5 Year enrollment plan,
- 5 Year budget,
- Preliminary Term Sheet from Civic Fund Manager LLC (the Lender).

We kindly seek Langston University's approval for the proposed address changes.

Should you need further information, please do not hesitate to contact me.

Sincerely,

Ibrahim SEL, Ph.D.
Superintendent
DOVE Schools, Inc.

DOVE SCHOOLS TULSA

ENROLLMENT and STUDENT POPULATION

ENROLLMENT	2020-21	2021-22	2022-23	2023-24	2024-25
Pre-K	60.00	60.00	60.00	60.00	60.00
Kindergarten	125.00	125.00	125.00	125.00	125.00
1st Grade	125.00	125.00	125.00	125.00	125.00
2nd Grade	125.00	125.00	125.00	125.00	125.00
3rd Grade	125.00	125.00	125.00	125.00	125.00
4th Grade	125.00	125.00	125.00	125.00	125.00
5th Grade	125.00	125.00	125.00	125.00	125.00
6th Grade	150.00	150.00	150.00	150.00	150.00
7th Grade	150.00	150.00	150.00	150.00	150.00
8th Grade	150.00	150.00	150.00	150.00	150.00
9th Grade	125.00	125.00	125.00	125.00	125.00
10th Grade	100.00	125.00	125.00	125.00	125.00
11th Grade	80.00	100.00	125.00	125.00	125.00
12th Grade	60.00	80.00	100.00	125.00	125.00
Total Elementary Enrollment	810.00	810.00	810.00	810.00	810.00
Total Middle School Enrollment	450.00	450.00	450.00	450.00	450.00
Total High School Enrollment	365.00	430.00	475.00	500.00	500.00
Total Enrollment	1,625.00	1,690.00	1,735.00	1,760.00	1,760.00
Change in Net Enrollment from Prior Year		65.00	45.00	25.00	-

STUDENT POPULATION

Average Daily Membership %	95%	95%	95%	95%	95%
Average Daily Membership (ADM)	1543.75	1605.50	1648.25	1672.00	1672.00
Average Daily Attendance %	96%	96%	96%	96%	96%
Average Daily Attendance (ADA)	1560.00	1622.40	1665.60	1689.60	1689.60
Special Education Students %	11%	11%	11%	11%	11%
Special Education Student Count (SPED)	178.75	185.90	190.85	193.60	193.60
English Language Learner %	25%	25%	25%	25%	25%
English Language Learner Count (ELL)	406.25	422.50	433.75	440.00	440.00
% Student Qualifying for Free Lunch	75%	75%	75%	75%	75%
Student Count Qualifying for Free Lunch	1218.75	1267.50	1301.25	1320.00	1320.00
% Student Qualifying for Reduced Lunch	5%	5%	5%	5%	5%
Student Count Qualifying for Reduced Lunch	81.25	84.50	86.75	88.00	88.00
Free and Reduced Lunch Student %	80%	80%	80%	80%	80%
Student Count Qualifying for Free or Reduced Lunch	1300.00	1352.00	1388.00	1408.00	1408.00
Alternative Education	0%	0%	0%	0%	0%
Alternative Education Count	0.00	0.00	0.00	0.00	0.00
Gifted Education	0%	0%	0%	0%	0%
Gifted Education Count	0.00	0.00	0.00	0.00	0.00
Career and Technical Education	0%	0%	0%	0%	0%
Career and Technical Education Count	0.00	0.00	0.00	0.00	0.00
Student Transportation	0%	0%	0%	0%	0%
Student Transportation Count	0.00	0.00	0.00	0.00	0.00

DOVE SCHOOLS TULSA
PROJECTED BUDGET

SUMMARY				
Total Revenue	12,429,766	13,289,145	14,056,174	14,712,836
Total Expenses	11,748,484	12,412,115	13,235,319	14,002,120
Net Income	681,282	877,030	820,855	710,716
Revenue Per Pupil	7,649	7,863	8,102	8,360
Expenses Per Pupil	7,230	7,344	7,628	7,956
				8,278

YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
2020-21	2021-22	2022-23	2023-24	2024-25

REVENUE				
STATE REVENUES				
Foundation & Salary Incentive	9,340,162	10,005,182	10,579,739	11,054,151
Flexible Benefit Allowance	1,076,328	1,130,643	1,202,373	1,285,178
TOTAL STATE REVENUES	\$ 10,416,490	\$ 11,135,825	\$ 11,782,113	\$ 12,339,329
				\$ 12,709,509

88	FEDERAL REVENUES				
	Free Breakfast Reimbursement	450,684	482,773	510,496	533,388
	Reduced Breakfast Reimbursement	25,834	27,673	29,262	30,574
	Paid Breakfast Reimbursement	17,971	19,251	20,356	21,269
	Free Lunch Reimbursement	709,722	760,254	803,913	839,961
	Reduced Lunch Reimbursement	41,699	44,668	47,233	49,351
	Paid Lunch Reimbursement	20,779	22,259	23,537	24,592
	Title I	520,000	557,024	589,012	615,424
	Title II	58,500	62,665	66,264	69,235
	Title III	9,750	10,444	11,044	11,539
	IDEA Funding	33,963	36,381	38,470	40,195
	TOTAL FEDERAL REVENUES	\$ 1,888,901	\$ 2,023,391	\$ 2,139,586	\$ 2,235,529
					\$ 2,302,595

LOCAL & OTHER REVENUES				
Interest Income	10,000	10,300	10,609	10,927
Food Service (Income from meals)	25,000	25,750	26,523	27,318
Text Book	89,375	93,880	97,343	99,733
TOTAL LOCAL & OTHER REVENUES	\$ 124,375	\$ 129,930	\$ 134,475	\$ 137,979
				\$ 140,123
TOTAL REVENUE	\$ 12,429,766	\$ 13,289,145	\$ 14,056,174	\$ 14,712,836
				\$ 15,152,227

EXPENSES

ADMINISTRATIVE STAFF PERSONNEL

Executive Management	180,000	185,400	190,962	196,691	202,592
Instructional Management	60,000	61,800	63,654	65,564	67,531
Deans, Directors & Coordinators	1,205,000	1,241,150	1,343,385	1,383,686	1,425,197
Operation / Business Manager	70,000	72,100	74,263	76,491	78,786
Administrative Staff	394,000	405,820	417,995	518,534	534,090
TOTAL ADMINISTRATIVE STAFF	\$ 1,909,000	\$ 1,966,270	\$ 2,090,258	\$ 2,240,966	\$ 2,308,195

INSTRUCTIONAL PERSONNEL COSTS

Teachers - Regular	4,794,000	5,031,820	5,370,775	5,625,898	5,794,675
Teachers - SPED	245,000	301,350	310,391	319,702	329,293
Therapists & Counselors	260,000	267,800	275,834	284,109	292,632
TOTAL INSTRUCTIONAL PERSONNEL	\$ 5,299,000	\$ 5,600,970	\$ 5,956,999	\$ 6,229,709	\$ 6,416,600

NON-INSTRUCTIONAL PERSONNEL COSTS

TOTAL PERSONNEL EXPENSES	\$ 7,208,000	\$ 7,567,240	\$ 8,047,257	\$ 8,470,675	\$ 8,724,795
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PAYROLL TAXES AND BENEFITS

Social Security	446,896	469,169	498,930	525,182	540,937
Medicare	104,516	109,725	116,685	122,825	126,510
Worker's Compensation Insurance	31,246	32,803	34,884	36,720	37,821
Health Insurance	597,640	627,426	667,226	702,333	723,403
Dental Insurance	49,014	51,457	54,721	57,601	59,329
Vision Insurance	7,208	7,567	8,047	8,471	8,725
Life Insurance	7,208	7,567	8,047	8,471	8,725
Retirement Contribution	504,560	529,707	563,308	592,947	610,736

TOTAL PAYROLL TAXES AND BENEFITS

TOTAL PAYROLL TAXES AND BENEFITS	\$ 1,748,288	\$ 1,835,421	\$ 1,951,849	\$ 2,054,548	\$ 2,116,185
TOTAL PERSONNEL, TAX & BENEFIT	\$ 8,956,288	\$ 9,402,661	\$ 9,999,106	\$ 10,525,223	\$ 10,840,980

CONTRACTED SERVICES

Accounting / Audit	20,000	21,000	22,050	23,153	24,310
Legal	20,000	21,000	22,050	23,153	24,310
Food Service / School Lunch	6,500	6,760	6,940	7,040	7,040
Special Ed Services	20,000	22,000	24,200	30,250	36,300
TOTAL CONTRACTED SERVICES	\$ 66,500	\$ 70,760	\$ 75,240	\$ 83,595	\$ 91,960

SCHOOL OPERATIONS

Board Expenses	2,000	2,040	2,081	2,122	2,165
Classroom / Teaching Supplies &	100,000	110,000	121,000	133,100	146,410
Special Ed Supplies & Materials	40,000	44,000	48,400	53,240	58,564
Textbooks / Workbooks	50,000	55,000	60,500	66,550	73,205
Supplies & Materials other	80,000	88,000	96,800	106,480	117,128
Equipment / Furniture	10,000	11,000	12,100	13,310	14,641
Telephone	25,000	27,500	30,250	33,275	36,603
Technology	50,000	55,000	60,500	66,550	73,205
Student Testing & Assessment	56,875	65,065	73,477	81,990	90,189
Field Trips	60,000	66,000	72,600	79,860	87,846
Office Expense	45,000	49,500	54,450	59,895	65,885
Staff Development	50,000	55,000	60,500	66,550	73,205
Staff Recruitment	20,000	22,000	24,200	26,620	29,282
Student Recruitment / Marketing	50,000	55,000	60,500	66,550	73,205
Travel (Staff)	50,000	55,000	60,500	66,550	73,205
TOTAL SCHOOL OPERATIONS	\$ 688,875	\$ 760,105	\$ 837,858	\$ 922,642	\$ 1,014,736

FACILITY OPERATION & MAINTENANCE

Insurance	60,000	66,000	72,600	79,860	87,846
Janitorial Services	80,000	88,000	96,800	106,480	117,128
Building and Land Rent / Lease	1,476,821	1,491,589	1,506,505	1,521,570	1,536,786
Repairs & Maintenance	60,000	66,000	72,600	79,860	87,846
Equipment / Furniture	30,000	33,000	36,300	39,930	43,923
Security Services	30,000	33,000	36,300	39,930	43,923
Utilities	100,000	101,000	102,010	103,030	104,060
TOTAL FACILITY OPERATION &	\$ 1,836,821	\$ 1,878,589	\$ 1,923,115	\$ 1,970,660	\$ 2,021,512
RESERVES / CONTINGENCY	200,000	300,000	400,000	500,000	600,000
TOTAL EXPENSES	\$ 11,748,484	\$ 12,412,115	\$ 13,235,319	\$ 14,002,120	\$ 14,569,188
NET OPERATING INCOME (before	\$ 681,282	\$ 877,030	\$ 820,855	\$ 710,716	\$ 583,038
NET OPERATING INCOME (including	\$ 681,282	\$ 877,030	\$ 820,855	\$ 710,716	\$ 583,038

Civic Fund Manager LLC
 180 Varick Street, Suite 1414
 New York, NY 10014

January 22, 2020

Dr. Ibrahim Sel, Ph.D.
 Superintendent
 Dove Schools
 4230 N. Santa Fe Ave
 Oklahoma City, OK 73118

Dear Dr. Sel:

Civic Fund Manager LLC is pleased to submit this Preliminary Term Sheet ("Preliminary Term Sheet") on behalf of the Unitranche Capital Fund LLC and its affiliates (collectively, the "Facilities Investment Fund" or "FIF"). The Preliminary Term Sheet sets forth certain terms and conditions upon which FIF would consider providing a loan of up to [\$11,300,000] (the "Loan") to Dove Charter Public School Foundation (the "Borrower") for the acquisition and renovation of that certain real property located at 4848 South 129th East Avenue, Tulsa, OK 74134.

This Preliminary Term Sheet constitutes neither an offer nor a commitment by FIF to make the Loan, but rather summarizes the general terms under which FIF would consider providing the Loan. The terms outlined below will be subject to satisfactory completion of due diligence items customary for such a transaction, including appraisal, title, survey, loan documentation, insurance coverage, etc. Satisfactory completion will be confirmed via a formal and binding commitment letter from FIF following thorough review and vetting. No agreement (oral or otherwise) that may be reached during negotiations shall be binding upon the parties unless final loan documents have been executed by all parties.

SUMMARY OF PRELIMINARY TERMS

1. Lender	Unitranche Capital Fund LLC, as managed by Civic Fund Manager LLC.
2. Purpose	The financing of the acquisition and renovation of the building(s) at 4848 South 129th East Avenue, Tulsa, OK 74134 (the " <u>Project</u> ").
3. Loan Type	Senior loan (the " <u>Loan</u> ") secured by, among other things, first priority mortgage on the land and buildings at 4848 South 129th East Avenue, Tulsa, OK 74134 (the " <u>Property</u> ").
4. Borrower	Dove Charter Public School Foundation
5. Other Obligor(s)	TBD; pending further due diligence
6. Guarantor(s)	Dove Schools, Inc.
7. Guaranties	Guarantor shall provide Lender with a completion guaranty and a payment guaranty acceptable to Lender.
8. School(s)	Dove School of Discovery Tulsa
9. Borrower's Required Equity	Borrower shall contribute to the Project in the form of cash equity or subordinated debt an amount equal to total project costs minus the Loan amount (the " <u>Equity</u> "). This amount is currently estimated at [\$1,200,000]. No advances under the Loan shall be made by Lender until Borrower has expended such Equity.
10. Loan Amount	Up to [\$11,300,000], which shall be the lesser of (i) 90% of the project's appraised value, (ii) 90% of total project costs, or (iii) the amount required for Guarantor to meet a 1.2x LCR in year 4 of the Loan term based on a hypothetical interest rate of 6.50%.

11. Primary Collateral	(i) First lien mortgage on the Property, together with an assignment of leases and rents, all per pupil funding, all personal property (inclusive of any FF&E), plus all design, development, management and construction contracts associated with the Property. (ii) The Reserves shall also serve as additional collateral for the Loan.
12. Maturity Date	11/22/2024
13. Extension Options	None.
14. Repayment Schedule	For the first [twelve (12)] months to correspond to the construction period of the Loan term (the "Interest Only Period"), Borrower shall make monthly interest-only payments to Lender on the first Business Day of each month (the "Payment Date"). On the first Payment Date of the month following the end of the Interest Only Period and for each Payment Date thereafter until the Maturity Date, Borrower shall make payments equal to the principal and interest payments due based on the then outstanding principal balance of the Loan, the Interest Rate, and a twenty five (25) year amortization period.
15. Interest Rate	Five-year treasury rate plus 255 bps with a floor of 4.24%; calculated using a 30/360 day count convention and to be fixed at the completion of underwriting and formally commemorated in a term sheet to be provided at that time.
16. Prepayment Fee	None.
17. Loan Origination Fee	[\$113,000], which represents 1.00% of the maximum Loan Amount, payable at closing.
18. Loan Expenses and Good Faith Deposit	<p>Notwithstanding anything to the contrary contained herein, Borrower shall pay all reasonable out-of-pocket costs and expenses of processing, underwriting, servicing and closing the Loan (including reasonable costs and expenses of third party reports, underwriting and insurance review and reasonable legal fees and expenses of outside counsel), irrespective of whether the Loan closes.</p> <p>Upon acceptance of this Term Sheet, Borrower shall make a deposit with Lender in the amount of \$15,000 (the "<u>Good Faith Deposit</u>"). Notwithstanding the foregoing, Borrower shall be required to deposit with Lender any additional amounts estimated to be incurred by Lender in the event Lender estimates in good faith it will incur expenses greater than \$15,000, which amount will be applied towards expenses but may not constitute the entirety of the expenses. If the Loan fails to close, the Good Faith Deposit, less actual out-of-pocket costs and expenses incurred by Lender, shall be returned to Borrower.</p> <p>The acceptance of the Good Faith Deposit by Lender shall not constitute a commitment or an undertaking by Lender to make the Loan and shall be held by Lender and applied against Lender's costs of closing.</p> <p>The terms and provisions set forth in this "Loan Expenses and Good Faith Deposit" section are intended to and do create binding and enforceable obligations in accordance with such terms and provisions that will survive any termination of this Term Sheet.</p> <p>Lender's wire instructions are:</p>

	ABA Routing Number: 026009593 Beneficiary Bank: Bank of America Beneficiary Name: Unitranche Capital Fund LLC Account Number: 483043691255 Reference: Dove Schools
19. Interest Allocation	Out of the Loan Amount, Lender will require that certain Loan funds be allocated and used to cover specific expenditures, including but not limited to all interest expenses through the end of the Interest Only Period.
20. Reserves	(i) At closing Borrower will be required to create and fund three (3) months of debt service payments (including interest and principal, as applicable) into a reserve fund controlled by Lender (the " <u>Debt Service Reserve Fund</u> "). (ii) Borrower shall be required to make annual contributions to a building reserve fund controlled by Lender and held to be used for repairs and maintenance associated with the Property (the " <u>Building Reserve Fund</u> "). The amount of the annual contribution shall be determined based upon a property condition assessment and inspection of the Property by a construction consultant.
21. Financial Covenants	I. " <u>Borrower Financial Covenants</u> ": a. Debt Service Coverage of not less than 1.0x (calculated using the actual interest rate of the Loan finalized at closing and including Borrower's other debt service obligations). II. " <u>Guarantor Financial Covenants</u> ": a. Lease Coverage of not less than 1.2x (calculated using the rent payment for the Property and including Guarantor's other lease obligations) until the earlier of year 4 of the Loan term or the year that the school is projected to reach stabilized enrollment and 1.2x (calculated using a pro-forma rent payment for the Property reflecting a hypothetical refinance interest rate of 6.50% for the Loan and including Guarantor's other lease obligations) thereafter. b. Liquid Assets equal to at least thirty (30) days' operating expenses as evidenced by audited financial statements. c. Minimum net assets of (a) [\$1,303,173], plus (b) 60% of Guarantor's change in net assets projected for each year (with no deduction for a net loss in any year).
22. Reporting	Borrower and/or School and/or Guarantor, as applicable, will provide periodic reporting of the following information: a. Annual audited financial statements and enrollment statistics; b. Annual operating budget and enrollment projections; c. A compliance certificate confirming satisfaction of the Financial Covenants in form acceptable to Lender; d. Quarterly management-prepared financial statements; e. All reports given to and received from the Langston University of Logan County, the Board of Regents of Oklahoma Agricultural and Mechanical Colleges, Independent School District I-89 of Oklahoma County, or any other authorizing body (including but not limited to annual reports and site visit reports);

	<p>f. Borrower's annual academic performance results, as provided to the Langston University of Logan County, the Board of Regents of Oklahoma Agricultural and Mechanical Colleges, Independent School District I-89 of Oklahoma County, or any other authorizing body or state agency (broken out by grade, subject and demographic subgroup); and</p> <p>g. Such other information Lender may request.</p>
23. Appraisal(s)	Civic Fund Manager shall obtain summary appraisal report(s) of the Project acceptable to Lender, the cost of which will be borne by the Borrower.
24. Construction Contract	<p>Borrower will enter into a guaranteed maximum price or stipulated sum contract with a bondable General Contractor acceptable to Civic Fund Manager. General Contractor will obtain a full payment and performance bond for the benefit of the Project.</p> <p>Borrower may elect to engage the project contracts directly without a General Contractor. In this case, Borrower shall engage an architect and project manager to oversee construction and shall obtain a letter of credit equal to 15% of total Project costs (excluding purchase consideration) for the benefit of Lender. The Borrower shall be required to allocate hard cost contingency of 15% in the Project budget.</p>
25. Construction Consultant	<p>Civic Fund Manager will engage independent construction consultants to:</p> <ol style="list-style-type: none"> Complete a preconstruction review of the construction contract, plans and specifications, and construction budget; Perform property condition assessment and inspection of the Property as-is; Provide monthly progress reports detailing construction progress, cost, change order activity, and any potential concerns; Monitor various aspects of the construction, including, but not limited to, confirming completion of the Project milestones, which will include, at a minimum, "Substantial Completion" and "Completion" of the Project. <p>The cost of the inspector will be borne by the Borrower and will be included as a line item in the development budget.</p>
26. Seismic	Depending on the Property's location, Civic Fund Manager may engage an independent consultant to provide a seismic risk analysis and a Probable Maximum Loss report. The cost of the report will be borne by the Borrower and will be included as a line item in the development budget.
27. Environmental Considerations; Environmental Indemnity	<p>Civic Fund Manager will be provided with all documentation related to environmental assessments and remediation. In order to be considered acceptable, environmental assessments must have been completed no earlier than six months prior to the anticipated closing date. Civic Fund Manager will undertake a third-party review of these documents, the cost of which will be borne by the Borrower.</p> <p>Borrower and Guarantor shall provide a customary environmental indemnity acceptable to Lender.</p>
28. Third Party Costs	Borrower agrees to reimburse FIF and Civic Fund Manager for all third-party expenses incurred in this matter (whether or not the Loan closes), including, but not limited to, Lender's costs and expenses for legal fees.

29. Insurance	Closing of the Loan is contingent on FIF's and Civic Fund Manager's satisfactory review of insurance obtained for the Project, and FIF and any other parties required by FIF being named as an additional insured party.
30. School Lease	Lender shall have approval rights over the lease between Borrower and Guarantor. The School's obligations under the lease shall be secured by a first priority pledge of the School's per pupil funding, if and to the extent permitted by applicable law, for the benefit of Lender. If such pledge is not permitted by applicable law, the lease shall include a negative pledge over the School's per pupil funding.
31. Confidentiality	<p>This Term Sheet is being furnished to Borrower/Guarantor and its officers and directors on a confidential basis. The Term Sheet may not be disclosed to third parties other than Borrower's/Guarantor's attorneys and accountants without Lender's prior written consent (or as required by applicable law or requirements of a securities exchange) and may not be relied upon by any third parties. This provision shall survive the termination, expiration or withdrawal of this Term Sheet.</p> <p>The terms and provisions set forth in this "Confidentiality" section are intended to and do create binding and enforceable obligations in accordance with such terms and provisions that will survive any termination of this Term Sheet.</p>

I look forward to working with you to move this project forward. If you have any questions, please do not hesitate to call Tim Lee at 212-659-1059.

Very truly yours,

Civic Fund Manager LLC
On behalf of Unitranche Capital Fund LLC

By: 

Name: Ryan Alexander
Title: SVP

ACCEPTANCE

This Term Sheet will not be effective unless it has been accepted by the Borrower and returned to FIF prior to the close of business on January 31, 2020. Borrower and Guarantor will indicate its acceptance of all terms and provisions herein contained by signing this letter in the space provided below.

The undersigned accepts and agrees to the terms and conditions of this Term Sheet:

Dove Charter Public School Foundation

By: _____
Its: _____
Date: _____

Dove Schools, Inc.

By: _____
Its: _____
Date: _____

Comments by Board Chairman Tucker Link

Chairman Link addressed the A&M System Presidents and said refinancing debt is a really important function right now with the low interest rates that are available. He encouraged all presidents to work with OSU's Senior Vice President for Administration and Finance, Joe Weaver, to achieve lower rates on debt. Mr. Weaver said there are already refundings under way at several of the A&M Institutions.

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. 2-3-6-20.)

C-1 Approval of revisions to Policy# 1-1301, Weapons, Firearms, Ammunition, Fireworks, Explosives, and Dangerous Chemicals

President Hargis said this item was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting 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 Burns seconded to approve Item C-1 as presented in the OSU Agenda.

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

C-2 Approval of revisions to Policy# 4-0125, Complaints of Research Misconduct

President Hargis said this item was discussed with members of the Academic Affairs, Policy and Personnel Committee at its meeting 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 Arthur seconded to approve Item C-2 as presented in the OSU Agenda.

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

Provost and Senior Vice President Gary Sandefur presented the following items pertaining to Policy and Operational Procedures and Academic Affairs:

C-3 Approval to award posthumous degrees

Provost Sandefur said if approved, these requests will be presented to the Oklahoma State Regents for Higher Education (OSRHE) for their consideration and approval.

- a. Bachelor of Science in Agricultural Sciences and Natural Resources in Agricultural Leadership to Ryan Prindle
- b. Bachelor of Arts Degree in Liberal Studies to Charlene Lovelace

Regent Burns moved and Regent Davis seconded to approve Item C-3 as presented in the OSU Agenda.

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

D-1 Approval of personnel actions

Provost Sandefur presented the personnel actions and recommended their approval with exception of those items pertaining to separations and retirements which are included as information items. These include 17 new appointments; four changes in title, rate, or appointment period; and five sabbatical requests. For information, four retirements and three separations are included.

Regent Milner moved and Regent Davis seconded to approve the personnel actions as presented in Item D-1 of the OSU Agenda.

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

E-1 Approval of degree and program modifications

Provost Sandefur said these requests include curricular changes for the OSU Stillwater and OSU Institute for Technology (OSUIT) campuses. If approved, these requests will be sent to the OSRHE for their consideration and approval.

Chairman Link asked if the curricular changes at OSUIT are transferrable to OSU Stillwater. Provost Sandefur affirmed that they are.

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

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

Senior Vice President Joe Weaver presented the following items pertaining to Administration and Finance:

- G-1 Approval to execute Series 2020A, 2020B, and 2020C General Revenue Bond Actions
- G-2 Ratification of interim approval to transfer real property
- G-3 Ratification of interim approval to name the OSU Flight Center
- G-4 Approval to accept gift of land
- G-5 Approval of actions required to finance a potential equipment project (OSU-CHS)

Regent Davis moved and Regent Milner seconded to approve Section G, Items 1-5 of the OSU Agenda.

Regent Hall asked for background on the transfer of real property listed in Item G-2. Mr. Weaver said there was a reversion clause in the contract that in the event ConocoPhillips can use the facility and OSU no longer has interest in its use, ownership can be transferred back to ConocoPhillips. It is desired by the OSU administration to transfer this property back and ConocoPhillips desires to have the property back.

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

- H-1 Approval to authorize OSU-CHS President to execute agreements (OSU-CHS)

Regent Hall moved and Regent Milner seconded to approve Item H-1, as presented in the OSU Agenda.

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

- J-1 Revolving & Appropriated Funds

- J-2 Plant Funds

Mr. Weaver noted Items J-1 and J-2 are purchase requests.

Regent Hall moved and Regent Milner seconded to approve Section J, Items 1 and 2, as presented in the OSU Agenda.

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

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.

Recognition of Visitor from the OSU Center for Health Sciences

Regent Milner recognized Dr. George Erbacher, D.O., and thanked him for his attendance at the Board meeting.

VIII. COMMITTEE REPORTS

A. Academic Affairs, Policy and Personnel Committee

(All business discussed by this Committee was presented during the business of Oklahoma State University.)

B. Audit, Risk Management and Compliance Review Committee

1. Receive a possible recommendation to accept completed FY 2019 audit for Langston University.

Regent Burns moved and Regent Davis seconded to accept the completed FY 2019 audit for Langston University, as presented.

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

2. Selection of FY 2020 external audit firm for Oklahoma State University, Connors State College, Langston University, Northeastern Oklahoma A&M College, and Oklahoma Panhandle State University.

Regent Burns moved and Regent Milner seconded to select BKD, LLP, as the FY 2020 external audit firm for the A&M institutions, as presented.

Chairman Link asked if he is correct that the base fee increase is only 3.5 percent from the prior fiscal year. Regent Burns affirmed this and noted that there are additional fees allowable if needed.

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

3. Receive a possible recommendation for approval of new Board of Regents Fraud Reporting Policy.

(The new Board of Regents Fraud Reporting Policy is attached as ATTACHMENT A to this portion of the minutes.)

Regent Burns moved and Regent Davis seconded to approve a new Board of Regents Fraud Reporting Policy, as presented.

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

Acting Committee Chair Burns noted that in addition to the action items that have already been covered, the Committee received a report and status update concerning the Office of Internal Audit and the Audit Plan for FY 2020. Also discussed was the progress being made toward Langston University's migration to OSU Integrated Services for financial operations. Regent Link expressed appreciation to Ms. Finley and her staff for all of their work.

C. Fiscal Affairs and Plant Facilities Committee

None

D. Planning and Budgets Committee

None

IX. OTHER BOARD OF REGENTS' BUSINESS

D-1 Approval of personnel action

Mr. Ramsey said the Executive/Administrative Office hired an Administrative Associate. (The personnel action is attached as ATTACHMENT B to this portion of the minutes.)

Regent Milner moved and Regent Burns seconded to approve the personnel action as presented.

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

H Reports/Comments/Recommendations by General Counsel

General Counsel Steve Stephens introduced two new attorneys in the Office of Legal Counsel. He said Ms. Kinsey Wyatt is a new Staff Attorney at OSU-Center for Health Sciences. She is an OSU graduate and attended SMU School of Law and moved back to Oklahoma from Midland, Texas. Mr. Stephens said Mr. Lyman Lenker IV is a new Staff Attorney at OSU Stillwater and is also an OSU graduate and attended OU Law School.

Adjournment

Regent Watkins moved and Regent Davis seconded to adjourn the meeting.

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

At approximately 11:48 a.m., Chairman Link adjourned the meeting.

Fraud Reporting Policy

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Purpose

The purpose of this Policy is to outline the appropriate reporting requirements of any known or suspected fraudulent activity involving employees, customers, vendors, contractors, consultants, or other parties related to the member institutions.

Definition

Fraud is defined as "Any illegal act characterized by deceit, concealment, or violation of trust. These acts are not dependent upon the threat of violence or physical force. Frauds are perpetrated by parties and organizations to obtain money, property, or services; to avoid payment or loss of services; or to secure personal or business advantage." (*Institute of Internal Auditors International Standards for the Professional Practice of Internal Auditing*)

Examples of fraud include, but are not limited to:

- Misappropriation of University property or other fiscal irregularities.
- Forgery or inappropriate alteration of checks, drafts, promissory notes, or securities;
- Forgery or inappropriate alteration of employee benefit or salary-related items such as time sheets, billings, claims, surrenders, assignments, or changes in beneficiary;
- Forgery or inappropriate alteration of records relating to health;
- Forgery or inappropriate alteration of student-related items such as grades, transcripts, loans, or fee/tuition documents;
- Forgery or falsification of any official University document;
- Misappropriation of funds, securities, supplies, or any other state asset;
- Illegal or fraudulent handling or reporting of monetary transactions;
- Acceptance or solicitation of any gift, favor, or services that might reasonably tend to influence the employee in the discharge of his or her official duties or that otherwise violates rules of the Oklahoma Ethics Commission;
- Willful and unauthorized destruction of records, furniture, fixtures, or equipment.

Reporting

The OSU/A&M System is committed to ensuring the System operates in an ethical, honest and lawful manner. Institutional administrators are responsible for preventing and detecting instances of fraud and related misconduct and for establishing and maintaining proper internal controls that provide security and accountability for the resources entrusted to them. Administrators are also expected to recognize risks and exposures inherent in their area of responsibility and be aware of indications of fraud or related misconduct.

Individuals who have a reasonable basis for believing fraudulent activity has occurred should coordinate, as appropriate, with their immediate supervisor, department chair, dean and/or administrative head. Individuals also have a duty to immediately report such incidents to the Office of Internal Audit (405) 744-6100 or through the Board of Regents EthicsPoint site.

<https://secure.ethicspoint.com/domain/media/en/gui/10933/index.html>.

Anonymous reports through the EthicsPoint site must provide sufficient corroborating evidence to justify the commencement of an investigation. While EthicsPoint is anonymous, individuals may choose to leave their

name or contact information for the investigator to discretely contact the individual with additional questions. The OSU/A&M System has a Non-Retaliation Policy that requires the fair treatment of members of the OSU/A&M System who make good faith reports of potential violations of laws, regulation or policies.

Reports and investigations of allegations of fraudulent activity ordinarily will be kept confidential to the reasonable extent possible under law and consistent with the need to conduct an adequate investigation and take corrective action.

Responsibility

The Office of Internal Audit has the responsibility to coordinate internal investigations of suspected fraud and will work with appropriate officials (e.g., the Office of Legal Counsel, Human Resources, institutional administration, law enforcement and/or departmental personnel) as needed. Institutional employees should not initiate their own investigations, since such actions may compromise ensuing investigations.

Other References:

- Board Policies
 - 1.09 Operations of the Office of Internal Audit
 - 3.05 Ethics
 - 3.06 Non-Retaliation
- Charter for the Audit, Risk Management and Compliance Review Committee
- Charter for the Office of Internal Audit

Approved Date:

PERSONNEL ACTIONS
for the
BOARD OF REGENTS' OFFICES

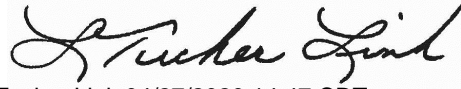
March 6, 2020, Board Meeting

Executive/Administrative Office

EMPLOYMENT

- **Mikles, Shyanne**, Administrative Associate at a salary of \$38,000
(effective March 9, 2020)

BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES



Tucker Link 04/27/2020 14:47 CDT

By: _____

L. Tucker Link, Chairman

ATTEST:



Jason Ramsey 05/04/2020 13:47 CDT

Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges on April 24, 2020.



Kyla Eldridge
Executive Assistant to the CEO