



# **MINUTES**

of the

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

for the

**October 20, 2023**

**Regular Board Meeting**

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS  
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OCTOBER 20, 2023**

*Notice of this meeting was filed with the Oklahoma Secretary of State on November 17, 2022.*

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Regents Room, A.D. Stone Student Union, on the campus of Connors State College in Warner, Oklahoma, on October 20, 2023.

Board members present: Mr. Joe D. Hall, Chair; Mr. Cary Baetz; Mr. Jarold Callahan; Mr. Rick Davis; Dr. Trudy Milner; Mr. Billy G. Taylor; and Mr. Rick Walker.

Absent: Mr. Jimmy Harrel, Vice Chair; and Mrs. Blayne Arthur.

Others in attendance: Mr. Jason Ramsey, Chief Executive Officer; Mr. Steve Stephens, General Counsel; Ms. Michelle Finley, Chief Audit Executive; Ms. Jessica Russell, Director of Public Policy; Ms. Karlee Belle Gholson, Deputy Director of Public Policy; Ms. Kyla Eldridge, Executive Assistant to the CEO/Office Manager; and Ms. Amy Thomas, Administrative Associate.

After Mr. Ramsey affirmed a quorum was present and that all documents had been filed with the Secretary of State, Chair Hall called the meeting to order at approximately 10:08 a.m.

Chair Hall said the hospitality shown by Connors State College the previous evening was outstanding, and for him the highlight was interacting with the students. He said he had tremendous conversations with them and they were all very impressive.

**I. BOARD OF REGENTS' BUSINESS**

**A. Approval of Order of Business**

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

Regent Walker moved and Regent Callahan seconded to approve the Order of Business as presented.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

**B. Approval of minutes for the Regular Board Meeting held September 8, 2023**

Regent Taylor moved and Regent Callahan seconded to approve the minutes for the September 8, 2023, Regular Board Meeting, as presented.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

C. Approval of Calendar Year 2024 Regular Board Meeting Schedule

(The 2024 Regular Board Meeting Schedule is identified as ATTACHMENT B and attached to this portion of the minutes.)

Regent Baetz moved and Regent Walker seconded to approve the Calendar Year 2024 Regular Board Meeting Schedule, as presented.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

D. Announcement of next Regular Board Meeting to be held on December 1, 2023

Chair Hall stated that the next regular meeting will be on December 1, 2023, in the Tandy Conference Room, 4<sup>th</sup> Floor of the A.R. and Marylouise Tandy Building, on the campus of OSU-Center for Health Sciences, 1111 W. 17<sup>th</sup> Street, Tulsa, Oklahoma.





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

**October 20, 2023 – 10:00 a.m.**

**Regents Room  
A.D. Stone Student Union  
Connors State College  
Warner, Oklahoma**

*Notice of this meeting was filed with the Secretary of State on November 17, 2022. At the time this agenda is posted, detailed institutional agendas are available in the office of the Board of Regents.*

**AGENDA**

**I. BOARD OF REGENTS' BUSINESS**

- A. Approval of Order of Business
- B. Approval of minutes for Regular Board Meeting held on September 8, 2023
- C. Approval of Calendar Year 2024 Regular Board Meeting Schedule
- D. Announcement of next Regular Board Meeting to be held on December 1, 2023, in the Tandy Conference Room, 4th Floor, A.R. and Marylouise Tandy Building, 1111 W. 17th St., OSU-Center for Health Sciences, Tulsa, Oklahoma

**II. LANGSTON UNIVERSITY**

- A. General Information/Reports Requiring No Action by the Board
  - 1. Remarks by Interim President Ruth Ray Jackson
- B. Resolutions
  - 1. Request adoption of Memorial Resolution for Thelma Wallace
- 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. Request approval of personnel actions; items not requiring Board action are included 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 approval of peace officer actions

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 approval to solicit public bids and process a purchase order for HVAC installation, replacement, and system modifications for buildings on the Langston campus

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. FTE Report - September 30, 2023

**III. OKLAHOMA PANHANDLE STATE UNIVERSITY**

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

1. Remarks by President Julie Dinger
2. Panhandle Magazine

B. Resolutions

1. Request adoption of Memorial Resolution for:
  - a. Wayne Howard Tyler

C. Policy and Operational Procedures

1. Request approval for revisions to OPSU's Winter Weather Policy

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. Request approval of personnel actions; items not requiring Board action are included 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

*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. 2023 Out-of-state Travel Report

2. FTE Report

**IV. OKLAHOMA STATE UNIVERSITY**

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

1. Remarks by President Kayse Shrum

B. Resolutions

1. Request adoption of Memorial Resolutions for Kenneth J. Bell, Mete Oner, and Moses Vijayakumar

C. Policy and Operational Procedures

1. Request approval to award a posthumous degree for Aimee Cardoso

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. Request approval of personnel actions; items not requiring Board action are included 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 approval of peace officer action (OSUIT)

2. Request approval of actions required to reimburse capital project expenses with bond proceeds

3. Request approval to select a financial advisor for the financing of a potential capital project, Boone Pickens Stadium Renovations
4. Request approval to dispose of equipment through transfer
5. Request approval to execute lease agreement with St. John Building Corporation (OSU-CHS)

H. Contractual Agreements (other than construction and renovation)

*None*

I. New Construction or Renovation of Facilities

1. Request approval to begin the selection process for an architectural firm and a construction management firm to assist in renovations to the Michael Morgan Building

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

1. Request approval of plant funds purchasing items

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*

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

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

1. Remarks by President Kyle Stafford
2. Highlights of NEO Update

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. Request approval of personnel actions; items not requiring Board action are included for informational purposes only
2. Request ratification of interim approval to initiate search for Vice President of Fiscal Affairs
3. Request approval to disburse a holiday stipend for full-time and part-time employees

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 approval to expend funds according to grant/program guidelines for Title III Native American-Serving Nontribal Institutions grant - Supporting the New Majority

H. Contractual Agreements (other than construction and renovation)

1. Request approval for Title III Cooperative Memorandum of Understanding with Carl Albert State College

I. New Construction or Renovation of Facilities

*None*

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

1. Request approval to solicit competitive bids or use State contracted suppliers to award contracts to repair/replace roof at the Synar Farm Arena

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. OSRHE FTE report for fiscal quarter ending September 2023
2. Out-of-state travel summary for August and September 2023

**VI. CONNORS STATE COLLEGE**

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

1. Remarks by President Ron Ramming
  - a. CSC Connection Publication

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. Request approval of personnel actions; items not requiring Board action are included for informational purposes only
2. Request approval to disburse Christmas bonus checks to both full-time and part-time employees in the mid-December time frame



E. Instructional Programs

1. Request approval for modifications of AAS in Nursing, AS in Pre-Nursing, AAS in Occupational Therapy Assistant, and AAS in Physical Therapist Assistant Degrees
2. Request approval to update the instructional method and description for the NURS 1117 Foundations in Nursing course
3. Request approval for new embedded certificate in pre-nursing

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

1. Request approval to accept \$3.99 million five-year Native American Serving Non-Tribal Institution Title III grant funds shared between CSC and Eastern Oklahoma State College
2. Request approval to accept \$350,000 in three-year Congressionally Directed Spending via the United States Department of Health and Human Services.

G. Other Business and Financial Matters

*None*

H. Contractual Agreements (other than construction and renovation)

1. Request ratification of interim approval for contract at Pleasant Valley Health Center
2. Request approval to develop clinical affiliation agreements for Fiscal Year 2024

I. New Construction or Renovation of Facilities

*None*

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

1. Request ratification of interim approval to purchase a used 44-50 passenger bus

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 for September 2023
2. FTE Employee Report

**VII. PUBLIC COMMENTS**

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

*None registered to comment*

**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

B. Audit, Risk Management and Compliance Review Committee

C. Fiscal Affairs and Plant Facilities Committee

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

D. Planning and Budgets Committee

E. Regents Steering Committee - Langston University Presidential Search

1. Announcement of search committee members and progress update for search process

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

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

*None*

B. Resolutions

*None*

C. Policy and Operational Procedures

*None*

D. Personnel Actions

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

1. Personnel item for informational purposes only

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

*None*

F. Other Business Matters Requiring Action of the Board

*None*

G. Reports/Comments/Recommendations by Chief Executive Officer

1. Board of Regents 2024 Legislative Agenda

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



**OSU/A&M BOARD OF REGENTS  
2024 SCHEDULE OF REGULAR MEETINGS**

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Meeting Location</u></b>
January 26, 2024	10:00 a.m.	Oklahoma State University-Oklahoma City Conference North, 3 <sup>rd</sup> Floor Student Center 900 North Portland Avenue Oklahoma City, Oklahoma
March 8, 2024	10:00 a.m.	Stillwater, Oklahoma Council Room, 412 Student Union Oklahoma State University
April 26, 2024	10:00 a.m.	Miami, Oklahoma Calcagno Family Ballroom, Student Union Northeastern Oklahoma A&M College
June 14, 2024	10:00 a.m.	Tulsa, Oklahoma Executive Board Room, Administration Hall 700 North Greenwood Avenue Oklahoma State University-Tulsa
September 13, 2024	10:00 a.m.	Stillwater, Oklahoma Council Room, 412 Student Union Oklahoma State University
October 25, 2024	10:00 a.m.	Okmulgee, Oklahoma State Room, Hospitality Services Building Oklahoma State University-Institute of Technology
December 6, 2024	10:00 a.m.	Langston, Oklahoma Multipurpose Room, 142 School of Physical Therapy Langston University

## **II. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA**

Interim President Dr. Ruth Ray Jackson and other members of the administration came before the Board to review the Agenda and present the business of Langston University (LU). (The LU Agenda is attached to this portion of the minutes.)

Dr. Jackson introduced Mr. Chris Kuwitzky, LU's new Vice President for Fiscal and Administrative Affairs. She said they are very happy to have him join the LU team and he has already proven to be an asset. Dr. Jackson said LU has been celebrating Homecoming all week. Celebrations began Sunday with the very well-attended Gospel Fest, followed by various celebrations throughout the week including an open house hosted by the Alumni Association, an LU Athletics Hall of Fame luncheon, and a letterman's lounge event. LU's urban campuses have also been involved with Homecoming, including a block party in Tulsa where the community was invited to tour LU's new Allied Health facility and a family fun night in Oklahoma City where community members could tour the new LU-OKC facility on Kelly Avenue. Dr. Jackson said she was unable to join the board meeting dinner last night because they were crowning Ms. and Mr. Langston University at their annual coronation. The 77<sup>th</sup> Ms. Langston University is Ms. Kayla Robinson, a senior, McCabe honor student, and nursing major from Fort Worth, TX. The 39<sup>th</sup> Mr. Langston University is Paris Evans, a senior and business major from Englewood, CA. Dr. Jackson said Mr. Evans is a transfer student with an interesting story. He had been a detention officer while attending a community college in Arizona when he found LU, and he realized attending the University offered him an opportunity to change not only his circumstances, but his family's as well. She is happy to report Mr. Evans' strategy of bettering himself and his family is working, because his younger brother is now a freshman at LU. Dr. Jackson said there are many upcoming meetings being hosted on the Langston campus, including LU's Zip Gayles Basketball Endowment annual meeting; an LU alumni and student lunch mixer event by LU's newest partner, CoBank, where students can meet and connect with LU alumni and industry professionals who work there; and the LU National Alumni Association (LUNAA)'s annual Senate meeting. Tonight, the Office of Student Life is hosting "THE COMEBACK", which is the first Greek organization step show that LU has hosted in five years. Finally, the 18<sup>th</sup> Annual President's Scholarship Gala will take place this evening at the downtown OKC Convention Center, which is LU's largest fundraiser for student scholarships. Dr. Jackson said LU's Homecoming Celebration will end tomorrow with LUNAA hosting a kickoff event at the stadium, followed by a homecoming parade beginning at 9:30 a.m. She said there are a lot of events because they have so many reasons to celebrate LU.

### **B-1 Adoption of Memorial Resolution for Thelma Wallace**

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

D-1 Approval of personnel actions

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

G-1 Approval of peace officer actions

<u>Decommission</u>	<u>Commission No.</u>
Wylene Noble.....	803
Melvin Lovings.....	807

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

J-1 Approval to solicit public bids and process a purchase order for HVAC installation, replacement, and system modifications for buildings on the Langston campus

Dr. Jackson said costs for this project are not expected to exceed \$19 million. Funding will come from legally allowable grant funds through an award from the Higher Education Emergency Relief Fund-Historically Black Colleges and Universities and all grant funds will be expended according to grant guidelines. LU will work closely with the Office of Grants and Contracts Financial Administration and the Office of Central Procurement for assistance with soliciting and reviewing all bids before acceptance.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

Chair Hall expressed appreciation to Mr. Kuwitzky for attending the meeting and said he is grateful for Mr. Kuwitzky's service.

The business of LU being concluded, Interim President Jackson and other members of the University's 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

October 20, 2023

Dear Board Members:

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

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

1. Remarks by Interim President, Dr. Ruth Ray Jackson

### **B – RESOLUTIONS**

Memorial Resolutions

1. Thelma Wallace (*Reference Document B-1*)

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

*None*

### **D - PERSONNEL ACTIONS**

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

### **E - INSTRUCTIONAL PROGRAMS**

*None*

**F - BUDGETARY ACTIONS**

*None*

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

1. Peace officer actions (*Reference Document G-1*)

**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 solicit public bids and process a purchase order for HVAC installation, replacement, and system modifications for buildings on the Langston Campus. (*Reference Document J-1*)

**K - STUDENT SERVICES/ACTIVITIES**

*None*

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

*None*

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

1. FTE Report – September 30, 2023

All items listed above are respectfully submitted for your approval.

Sincerely,

A handwritten signature in black ink that reads "Ruth Ray Jackson". The signature is written in a cursive, flowing style.

Ruth Ray Jackson, Ph.D.  
Interim 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 Thelma Wallace was claimed by death on Sunday, October 8, 2023; and

**WHEREAS**, Mrs. Wallace, by her loyalty, attention to duty, and faithful performance rendered service as a staff member of Langston University 27 years, serving as Project Specialist and Project Director for the Department of Transportation; Administrative Assistant, Executive Secretary and Executive Specialist/Associate Director for NASA for Academic Affairs; She also served as President of the Ceremonial Occasions Committee; and

**WHEREAS**, her friends and Langston University have suffered an irreparable loss in her 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 Ms. Wallace to Langston University, the State of Oklahoma and its citizens, to express respect to her 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 Mrs. Thelma Wallace.

Adopted by the Board the 20th day of October 2023.

---

Regent Joe D. Hall, Chair

---

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.

Board approval is requested for the following personnel actions:

<b>Name</b>	<b>Action</b>	<b>Effective Date</b>	<b>Salary/Rate</b>
James Matthew Kliewer	Employ as Assistant Professor, English, School of Arts and Sciences (tenure-track)	07/24/2023	\$51,500 annually (9-month basis)
Ethan Murlin	Employ as Interim Assistant Women's Basketball Coach, Athletics	9/1/2023	\$40,000 annually (12-month basis)
Dorothy Wilson	Change of Salary	10/01/2023	\$89,284.39 annually (12-month basis)
Dr. Terry Gipson	Change of Salary	10/01/2023	\$86,205.44 annually (12-month basis)
Dr. Vernon Jones	Change of Salary	10/01/2023	\$105,736.97 annually (12-month basis)
Dr. Zaisen Wang	Change of Salary	10/01/2023	\$76,950.00 annually (12-month basis)

The following personnel items are listed for informational purposes only:

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>	<b>Service Time</b>
William Young	Instructor of Music, School of Arts and Sciences	Resignation	09/01/2023	08/3/2022-09/01/2023

**G – OTHER BUSINESS AND FINANCIAL MATTERS**

1. Peace officer commissions: **None**
2. Revocation of peace officer commissions:

<b>NAME</b>	<b>CAMPUS</b>	<b>COMM. NO.</b>
Wylen Noble	LU	803
Melvin Lovings	LU	807

**J – PURCHASE REQUESTS****Grant Funds**

1. Approval is respectfully requested to solicit public bids and process a purchase order for HVAC installation, replacement, and system modifications for buildings on the Langston Campus.

The cost of this project is not to exceed \$19,000,000. Funding for this expenditure will come from legally allowable grant funds. Funds will be expended in accordance with grant regulations. Langston University will work closely with the Office of Grants and Contracts Financial Administration. The Office of Central Procurement will assist in soliciting and reviewing all bids before acceptance.

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION

FTE Employee Report<sup>1</sup>

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

From: Langston University      Dr. Ruth Jackson      President  
Institution

Subject: FTE Employee Report for Fiscal Quarter Ending 9 / 30 / 2023  
Mo. Day Yr.

The following information is provided pursuant to 74 O.S. 1981, Section 3602.<sup>2</sup>

FTE EMPLOYEE CATEGORIES

Educational & General Budget Part I				Educational & General Budget Part II				Agency Accounts: Other				Sub-Total			Total FTE
Faculty		Other		Faculty	Other		Faculty	Other		Faculty	Other		Regular	Student	
		Regular	Student		Regular	Student		Regular	Student						
82.34	146.82	9.69		17.17	30.71	5.83	0	13.91	21.15	99.51	191.44	36.67			327.62
78.05	136.17	9.86		16.96	32.66	11.96	0	13.50	38.62	95.01	182.33	60.44			337.78
4.29	10.65	-0.17		0.21	-1.95	-6.13	0	0.41	-17.47	4.50	9.11	-23.77			10.16
79.53	140.46	3.09		21.17	28.56	6.97	0	11.50	15.69	100.70	180.52	25.75			306.97

A. FTE Employees for Reported Fiscal Quarter  
N<sub>1</sub>

B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter<sup>3</sup>

C. Increase or Decrease in FTE Employees (Item A minus Item B)

D. Comparable Quarter Last Year

<sup>1</sup>File with State Regents' office by the tenth of the month following the end of the calendar quarter being reported.

<sup>2</sup>The term employee shall mean "a full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 519 hours (173 hours per month multiplied by three months) the total payroll hours (excluding seasonal employees) for the quarter.

<sup>3</sup>This figure reflects the total number of FTE employees for the main campus, branch campus(es), and all constituent agencies.

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

President Julie Dinger and other members of the administration came before the Board to review the Agenda and present the business of Oklahoma Panhandle State University (OPSU). (The OPSU Agenda is attached to this portion of the minutes.)

President Dinger referenced the *Panhandle* magazine, noting the cover shows that OPSU has once again been recognized by U.S. News and World Report as the No. 6 college or university in the State of Oklahoma, and is now ranked as the No. 13 top public college west of the Mississippi River. She said they are happy to remain high in these rankings and her commitment to the Board is that she will continue working hard to achieve high national recognition for OPSU. She said OPSU's on-campus enrollment is up by 9 percent. There is real excitement on campus right now and a reinvigoration of the student experience, which was very evident at their recent Homecoming celebrations. She said OPSU recently wrapped up its celebration of Hispanic Heritage Month, which kicked off in September with Hispanic Serving Institutions Week, or as they call it, "HSI Week." They were extra excited to celebrate this year, because generous Title V Grant funding received from the U.S. Government enabled OPSU to open a writing center on campus that serves all its students, which serves a role in their broader efforts to improve retention rates.

She said page 12 features a write-up about the single largest private gift in OPSU history. The donor wished to remain anonymous, but their generous donation will allow the OPSU Foundation (OPSUF) to endow a scholarship that will be awarded every year in perpetuity. \$10,000 per year will be generously given to agriculture students during the course of their undergraduate study at OPSU. She said this scholarship will be fantastic for OPSU's agriculture students so they can focus on being excellent students and graduate with low or no student debt. She thanked OPSU's Vice President of Advancement, Dr. Ryan Blanton, and the entire Institutional Advancement Team for their hard work to secure this gift. It is truly a team effort to accept a gift of this size. President Dinger said OPSUF President, Ms. Chyanna Black, has done a lot of work to modernize their operations. She cannot say enough good about Ms. Black and members of the OPSUF Board for their relationship and trust-building in the community.

Lastly, President Dinger said the story on page 17 features a member of the Institutional Advancement Team, Mr. Shawn Joy, who serves as the head baseball coach as well as the Director of the OPSU Alumni Association. Mr. Joy has been recognized by the Sooner Athletic Conference for his leadership both on the field and in the community. He is a rising star at OPSU and within the Oklahoma Panhandle community. Mr. Joy has a servant's heart and brings his passion for helping others to everything that he does. OPSU has seen a surge in new alumni memberships under Mr. Joy's leadership.

#### **B-1 Adoption of Memorial Resolution for Wayne Howard Tyler**

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

C-1 Approval for revisions to OPSU's Winter Weather Policy

President Dinger said that due to some of the extreme weather events in Oklahoma last winter, the administration decided OPSU should be better prepared for the upcoming winter season by updating this policy. The revisions are largely routine in nature and include language updates to campus processes, the method of announcing campus closings, and updates to the offices tasked with certain responsibilities throughout inclement winter weather.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

D-1 Approval of personnel actions

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

The business of OPSU being concluded, President Dinger and other members of the University's administration were excused from the meeting.



OKLAHOMA PANHANDLE STATE UNIVERSITY

Goodwell, Oklahoma

Agenda for the Regular Meeting of the Board of Regents for OSU and the A&M Colleges  
October 20, 2023

Dear Board Members:

Subject to budgetary limitations and availability of funds, the following expenditures are submitted for Board approval with the 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 Dr. Dinger
2. Panhandle Magazine

**B – RESOLUTIONS**

1. Board approval is requested for the following memorial resolution.  
(*Reference Document B-1*)
  - a. Wayne Howard Tyler

**C - POLICY AND OPERATIONAL PROCEDURES**

1. Board approval is requested for revisions to Oklahoma Panhandle State University's Winter Weather Policy, the document has been reviewed by legal counsel.  
(*Reference Document C-1*)

**D - PERSONNEL ACTIONS**

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

**E - INSTRUCTIONAL PROGRAMS**

None

**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. 2023 Out of State Travel (*Reference Document M-1*)
2. FTE Report (*Reference Document M-2*)



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Wayne H. Tyler, Oklahoma Panhandle State University Emeritus Faculty, was claimed by death on September 22, 2023.

WHEREAS, Wayne H. Tyler, by their loyalty, attention to duty, and faithful performance rendered service as Associate Professor of Economics to Oklahoma Panhandle State University from 1966 through 1978, and as a citizen worthy of commemoration and respect; and

WHEREAS, their friends and Oklahoma Panhandle State University have suffered irreparable loss in their 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 12 years of exemplary service rendered by Wayne H. Tyler to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to their memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's dedicated servants.

BE IT RESOLVED that a copy of this resolution be shared within the minutes of the Board and a copy sent to the family of Wayne H. Tyler.

Adopted by the Board the 20th day of October, 2023.

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Dr. Julie Dinger, President

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Mr. Joe Hall, Chair

# Winter Weather Policy

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**Effective Date:** November 13, 2015

**Approved by:** Wayne Manning, VP Academic Affairs and Outreach

**Policy Owner:** VP Advancement

**Last Reviewed:** October 20, 2023

**Last Revised:** October 20, 2023

**Revision Approved by:** VP Advancement

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In cases of severe winter weather involving snow, ice, extreme cold, or any combination of snow, ice, or extreme cold, the administration of Oklahoma Panhandle State University may choose to cancel classes or close the University in order to ensure the safety of the OPSU students, faculty, and staff. The following procedures will be followed to the best of the administration's ability based on weather reports available at the time.

1. Every attempt will be made to make closure or delayed opening decisions one and half hours prior to the time those decisions will take effect, i.e. decisions on delayed openings will be made by 6:30 a.m.
2. Decisions about University closures and delays will be made by the University President, Vice President of Academic Affairs, Vice President of Advancement, and Vice President of Fiscal Affairs, in consultation with the OPSU Chief of Police, OPSU Director of Communications, the Goodwell Emergency Management Director, Texas County Emergency Management Director, and others with additional knowledge of the impending weather. If any of the decision making group is unavailable, the decision will be made by the highest ranking member of the group available on-campus.
3. Upon the decision to close the University or delay the opening of the University, the OPSU Director of Communications and the Vice President of Advancement will work together to notify the campus constituents using the following methods:
  - a. Emergency text alert to registered users via RAVE
  - b. Emails to the faculty/staff and student
  - c. Official University social media accounts
  - d. Homepage of the OPSU website
  - e. Notification to area radio and television stations
4. If a class crosses over a delayed opening or early closing time, that class will be considered canceled, i.e. if the University is opening at 10 a.m., a 9:30 a.m. class will not meet.
5. If extreme cold and/or damaging weather is expected, communication to students, faculty, and staff will be made to ensure appropriate measures are taken to prevent infrastructure damage to University facilities, i.e. dripping faucets, setting thermostats. The Director of Physical Plant will work to minimize risk to the fullest extent possible.

Whether or not the decision is made to close the campus or cancel classes, those off-campus students, faculty, and staff commuting to campus should use their best judgment when deciding to travel to campus in winter weather conditions. Students who miss a class are urged to make contact with their instructors as soon as possible.

While the University Administration intends to follow these procedures, it is important to note that weather in the Oklahoma Panhandle can change drastically and unexpectedly in a short period of

time. Decisions can and will be made that do not follow the procedures set forth in this policy if those decisions are in the best interest of the safety and health of the OPSU faculty, staff, and students.

DRAFT

**New Appointment**

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>	<b>Salary</b>	<b>Contract Term</b>
Melissa Faulkner	Interim Director of Music	New Hire	10/2/2023	\$7,650.00	3- months

**Change in Appointment – For Information Only**

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>	<b>Salary</b>	<b>Contract Term</b>
Amanda Beasley	Interim Dean of College of Business and Technology/ Instructor of Accounting/ Department Chair for Accounting	Promotion	10/17/2023	\$58,720.00	9 months

**Retirement or Separation – For Information Only**

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>
David Vaughn	Director of Music	Separation	9/26/2023
Michael Agron	Online Instructor of Business Admin	Separation	10/9/2023

OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

September 2023

FUND SOURCE	FY24		FY23		FY24		FY23	
	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	9	\$ 2,931.89	4	\$ 1,092.81	20	\$ 9,450.02	10	\$ 3,515.93
FEDERAL	1	\$ 138.86			1	\$ 138.86		
PRIVATE								
AUXILIARY	0	\$ -			10	7,613.55	6	\$ 3,341.03
OTHER								
TOTAL	10	\$ 3,070.75	4	\$ 1,092.81	31	\$ 17,202.43	16	\$ 6,856.96

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION  
FTE Employee Report <sup>(1)</sup>

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

From: Oklahoma Panhandle State University Institution Dr. Julie Dinger President

Subject: FTE Employee Report for Fiscal Quarter Ending 9/30/2023 Month Day Year

The following information is provided pursuant to 74 O.S. 12981, Section 3602 (2)

	Educational & General Budget Part I			Educational & General Budget Part II			Agency Accounts			Sub-Total			Total FTE
	Faculty	Regular	Other	Student	Faculty	Regular	Other	Student	Faculty	Regular	Other	Student	
A. FTE Employees for Reported Fiscal Quarter	25	72	9	0	6	1	0	6	25	84	16	125	
B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter <sup>(3)</sup>	38	72	13	2	6	3	0	8	40	86	23	149	
C. Increase or Decrease in FTE Employees (Item A minus Item B) *	-13	0	-4	-2	0	-2	0	-2	-15	-2	-7	-24	
D. Comparable Quarter Last Year	25	73	10	0	5	2	0	6	25	84	19	128	

- 1. File with the State Regents' office by the tenth of the month following the end of the calendar quarter being reported.
- 2. The term employee shall mean "a full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing 519 hours (173 hours per month multiplied by three months) the total pay-roll house (excluding seasonal employees) for the quarter.
- 3. This figure reflects the total number of FTE employees for the main campus, branch campus(es), and all constituent agencies.

\*Decrease reflected in Line C is due to adjunct faculty personnel changes by employment agreement for the Summer 2023 semester. The 2nd Quarterly Report will reflect the rehiring of adjunct personnel for the Fall 2023 semester.

#### **IV. OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA**

President Kayse Shrum and other members of the administration came before the Board to review the Agenda and present the business of Oklahoma State University (OSU). (The OSU Agenda is on file in the Board of Regents' Office as Doc. No. 1-10-20-23 and considered a part of these minutes.)

President Shrum referenced a handout that was distributed titled "OSU/A&M Board Highlights" that highlighted recent events and successes at OSU, including: a partnership between OSU's Human Performance and Nutrition Research Institute and the USA BMX Foundation; and collaboration opportunities with leaders from the European Union (E.U.) on agriculture, food and bioeconomy, and natural resources. President Shrum thanked Oklahoma Secretary of Agriculture and A&M Regent Blayne Arthur for bringing the E.U. officials to visit OSU and for the international level of exposure it gave the University. (A copy of the highlights handout is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.)

President Shrum said the Hamm Institute for American Energy at OSU recently welcomed national leaders to Oklahoma for a day-long energy summit. There were over 300 stakeholders who attended and discussed energy security with 30 industry executives and policymakers. Attendees included two presidential candidates, four former U.S. Secretaries, and three governors. The summit represents a significant milestone in the Hamm Institute's work to strengthen U.S. leadership around the globe to help create stability in areas where there is little or even no available energy. She said she is very pleased with the impact OSU's Institutes are having in Oklahoma and beyond.

She said OSU continues to make advances in securing research grants. FY 2023 set several all-time records in this area, and FY 2024 is off to a similar start. OSU researchers have already secured over \$22.5 million in new grant awards within the first two months of FY 2024, which is 75 percent higher than the first two months of FY 2023. OSU research is drawing considerable interest from Oklahoma's Congressional delegation, particularly from Oklahoma Congressman Frank Lucas, who serves as Chair of the House Committee on Science, Space and Technology. In the coming weeks, staff will host three separate visits with Congressman Lucas on the OSU campus, with emphasis on human performance, water research, energy research, aerospace research, next-generation communication, technology supercomputing, and A.I. machine-learning research.

President Shrum said the Spears School of Business (SSB) recently received a generous gift from the Tulsa-based energy company, Williams, which will give future generations of SSB students an edge over the competition for employment at Williams' Cyber Security, Analytics, & Systems lab. The lab is currently the home of the SSB Information Security and Assurance Club but will soon transform into a hub for all OSU students studying cyber security, business analytics, and data systems, which are some of the fastest-growing technology fields in the country. This is yet another area where OSU is impacting both the State and the nation.

President Shrum said it is hard to believe they are already halfway through the semester and expressed appreciation to the Regents for everything they do to support OSU and its students.



B-1 Adoption of Memorial Resolutions for Kenneth J. Bell, Mete Oner, and Moses Vijayakumar

(The Memorial Resolutions are collectively attached to this portion of the minutes as ATTACHMENT B and considered a part of these minutes.)

Regent Baetz moved and Regent Milner seconded to adopt the Memorial Resolutions as presented under Item B-1 in the OSU Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

Senior Vice President Joe Weaver presented the remainder of the items on the OSU agenda:

Mr. Weaver said he is presenting matters pertaining to Academic Affairs on behalf of Provost Jeanette Mendez.

C-1 Approval to award a posthumous degree for Aimee Cardoso

This posthumous degree is for SSB student, Ms. Aimee Cardoso, a promising graduate student who passed away unexpectedly along with her husband on August 25, 2023. She was enrolled in her final semester and was expected to graduate in December 2023. She had a 4.0 GPA in her MBA program. If approved, the Oklahoma State Regents for Higher Education (OSRHE) will be notified of OSU's intent to award this posthumous degree to Ms. Cardoso's family.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

D-1 Approval of personnel actions

Mr. Weaver said the personnel actions include five new faculty appointments, three changes in appointment, and one sabbatical request. Six retirements and three separations are included for informational purposes.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

Mr. Weaver presented the following Items and noted Items G-3, G-5, I-1, and J-1.a. were discussed with members of the Fiscal Affairs & Plant Facilities (FAPF) Committee.

G-3 Approval to select a financial advisor for the financing of a potential capital project, Boone Pickens Stadium Renovations

FAPF Committee Chair Walker said the Committee discussed this Item with members of the OSU administration and acted to recommend Board approval for OSU to select Hilltop Securities, Inc., as the financial advisor for this project.

Regent Walker moved and Regent Baetz seconded to approve Item G-3 as presented in the OSU Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

G-5 Approval to execute lease agreement with St. John Building Corporation (OSU-CHS)

FAPF Committee Chair Walker said this lease agreement will accommodate the relocation of pediatric clinic space due to the growth of the OSU Medical District, and the Committee acted to recommend Board approval.

Regent Walker moved and Regent Baetz seconded to approve Item G-5 as presented in the OSU Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

G-1 Approval of peace officer action (OSUIT)

<u>Decommission:</u>	<u>Commission No.</u>
Jimmy Baker Jr.....	813

G-2 Approval of actions required to reimburse capital project expenses with bond proceeds

G-4 Approval to dispose of equipment through transfer

Regent Callahan moved and Regent Taylor seconded to approve the balance of Section G, Items 1, 2, and 4, as presented in the OSU Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

I-1 Approval to begin the selection process for an architectural firm and a construction management firm to assist in renovations to the Michael Morgan Building

FAPF Committee Chair Walker said renovations are needed to accommodate housing a new supercomputer, and costs for the project are not expected to exceed \$4 million. The Committee acted to recommend Board approval.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

J-1. Plant funds purchasing items

- a. Approval to increase the previously approved amount for roof damage repairs resulting from the 2019 hailstorm (OSUIT)

Committee Chair Walker said the OSU administration's request is for an increase of approximately \$2.2 million, which would bring the new total estimated cost to \$5.242 million. The out-of-pocket cost to OSU-Institute of Technology is anticipated to be a \$50,000 deductible after insurance reimbursement. The Committee acted to recommend Board approval.

Regent Walker moved and Regent Callahan seconded to approve Item J-1.a. as presented in the OSU Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

- b. Approval to purchase an fMRI system (OSU-CHS)

Regent Taylor moved and Regent Davis seconded to approve Item J-1.b. as presented in the OSU Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

The business of OSU being concluded, President Shrum and other members of the University's administration were excused from the meeting.



# OSU/A&M BOARD HIGHLIGHTS

## Expanding the impact of OSU Research

Research grants all across OSU continue to grow. After seeing FY2023 set several all-time highs, FY2024 is off to a similar start. OSU researchers secured over \$22.5M in new grant awards in the first two months of FY2024 ... which is 75% higher than our previous record for the first two months of a fiscal year (\$12.8M, set just last year).



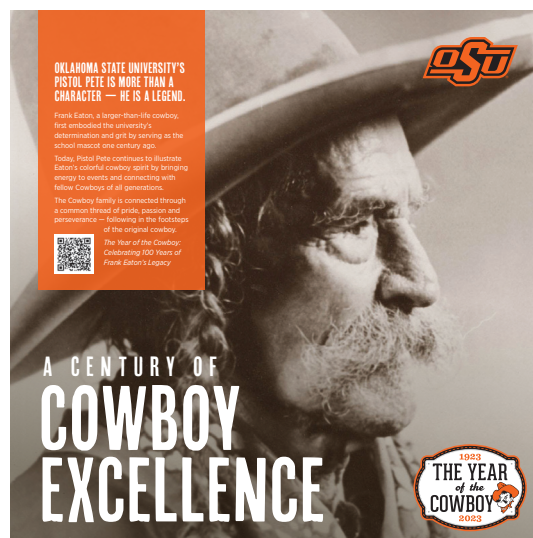
## OSU Medicine, HPNRI to be Athletic Training Partner for BMX

USA BMX Foundation announced that Oklahoma State University Medicine would be the organization's official sports medicine partner for USA BMX racing events at Hardesty National BMX Stadium, BMX Foundation youth programs and the USA Cycling National Team. By partnering with OSU Medicine, the USA BMX Foundation is taking a significant step toward enhancing the health of its athletes, improve athlete recovery times and advance research in new methods of optimizing elite athlete performance. BMX and OSU Medicine will also work with OSU's Human Performance and Nutrition Research Institute to benefit athletes, coaches, trainers and medical staff in order to optimize individual and team performance.



## EU Delegation campus visit

Oklahoma Secretary of Agriculture and A&M Regent Blayne Arthur recently brought a delegation of European Union officials to the Stillwater campus. The delegation was interested in enhancing research collaboration in agriculture, food and bioeconomy, including natural resources. Along with other state officials, they met with Agriculture VP and Dean Jayson Lusk and Veterinary College Dean Carlos Risco, and toured OSU's Food and Agricultural Products Center laboratory and the Oklahoma Animal Disease Diagnostic Laboratory, as well as our world-class athletic facilities. The tour is a demonstration of OSU's global impact in agriculture and One Health, as well as the converging role of crops, animals and food development in addressing society's greatest needs.



The Year of the Cowboy  
campaign advertising

## Recent Achievements

- The **Fall Honors College Award** presentation ceremony recently recognized 156 students from 12 states for academic excellence during the 2022-23 academic year. Categories included general honors, departmental and college awards, and best essay, among others. This fall, the OSU Honors College celebrated record enrollment, jumping over 9% from the previous year to 3,284 students.
- The **U.S. Environmental Protection Agency** announced that Oklahoma State University geology professor Dr. Todd Halihan is the recipient of a nearly \$2 million research grant to study the use and risks of enhanced aquifer recharge (EAR) to improve groundwater availability and quality. Along with his team of OSU researchers, Halihan will collaborate with the Oka' Institute at East Central University in Ada, Oklahoma, and Texas State University in San Marcos, to develop innovative monitoring and analysis strategies for rural EAR structures.
- The **Innovation Foundation at OSU** has been awarded a \$650,000 grant from the United States Economic Development Agency's University Center's program. This five-year grant will enable The Innovation Foundation and its Cowboy Innovation Accelerator program to provide commercialization expertise to northeastern Oklahoma by providing commercial grant assistance to startup companies aligned with the state's three key industry sectors — energy, aerospace and autonomous systems, and biotechnology and life sciences including OSU's One Health focus.



## MEMORIAL RESOLUTION

ATTACHMENT B  
page 1 of 3

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Dr. Moses Vijayakumar, Professor, Emeritus, Microbiology and Molecular Genetics, was claimed by death on August 30, 2023, and

WHEREAS, Dr. Vijayakumar, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from October 17, 1988, to the date of his retirement, June 2, 2015, and as a citizen worthy of commemoration and respect; and

WHEREAS, his friends and Oklahoma State University have suffered an irreparable loss in his passing:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND THE AGRICULTURAL AND MECHANICAL COLLEGES:

THAT it takes this method to express its appreciation for the years of useful service rendered by Dr. Vijayakumar to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma State University's faculty members.

BE IT FURTHER RESOLVED that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Dr. Vijayakumar.

Adopted by the Board on the 20<sup>th</sup> day of October 2023.



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Joe Hall, Chair



## MEMORIAL RESOLUTION

ATTACHMENT B  
page 2 of 3

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Dr. Kenneth Bell, Regents Professor, Emeritus, Chemical Engineering, was claimed by death on April 17, 2023, and

WHEREAS, Dr. Bell, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from September 1, 1961, to the date of his retirement, September 1, 1994, and as a citizen worthy of commemoration and respect; and

WHEREAS, his friends and Oklahoma State University have suffered an irreparable loss in his passing:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND THE AGRICULTURAL AND MECHANICAL COLLEGES:

THAT it takes this method to express its appreciation for the years of useful service rendered by Dr. Bell to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma State University's faculty members.

BE IT FURTHER RESOLVED that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Dr. Bell.

Adopted by the Board on the 20<sup>th</sup> day of October 2023.

\_\_\_\_\_  
Joe Hall, Chair





## MEMORIAL RESOLUTION

ATTACHMENT B  
page 3 of 3

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Dr. Mete Oner, Professor, Civil and Environmental Engineering, was claimed by death on April 9, 2023, and

WHEREAS, Dr. Oner, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from August 1, 1985, to the date of January 18, 2002, and as a citizen worthy of commemoration and respect; and

WHEREAS, his friends and Oklahoma State University have suffered an irreparable loss in his passing:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR OKLAHOMA STATE UNIVERSITY AND THE AGRICULTURAL AND MECHANICAL COLLEGES:

THAT it takes this method to express its appreciation for the years of useful service rendered by Dr. Oner to the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma State University's faculty members.

BE IT FURTHER RESOLVED that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Dr. Oner.

Adopted by the Board on the 20<sup>th</sup> day of October 2023.



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Joe Hall, Chair

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

President Kyle Stafford came before the Board to review the Agenda and present the business of Northeastern Oklahoma A&M College (NEO). (The NEO Agenda is attached to this portion of the minutes.)

President Stafford said students at NEO just came back from fall break and the second eight weeks of the semester is under way. There was an enrollment increase of about 5.5 percent for the second half of the semester, which brought student credit hours up by approximately 6.3 percent. Student credit hours for the fall semester now total just over 21,000. There were some interim studies that took place in the Oklahoma Legislature earlier this week, and he was asked to present at one titled “Assessing Capital Needs for RUSO and Rural Colleges and Universities.” He said he was honored to be the only two-year college president that was asked to speak about the importance of assessing capital needs on campuses. For context, there are 28 buildings on the NEO campus, and it was discussed that there must have been a lot of money available to Oklahoma higher education in the 1960s because 10 buildings were built on the NEO campus during that decade. Of NEO’s 28 buildings, 15 were built between 1952 to 1967. That amount of building equates to a lot of deferred maintenance needs at present day. Some of his comments during his presentation were about NEO’s need for access to large pools of money for repairs to old facilities. Repairing old buildings creates repetitive obstacles because when you fix one problem, it causes another, then another, and so on. It can quickly add up to spending \$2-\$3 million in repairs to problems behind the scenes before even being able to consider the cosmetic aspect.

He said NEO will officially begin Homecoming celebrations tomorrow. Last night was “turn the fountain blue” and tonight there is a bonfire for the students. There will be a Homecoming luncheon tomorrow to honor seven different outstanding NEO alumni. Other celebratory events will include a home volleyball game and a “party on the lawn” sponsored by local businesses to help create a fun gameday environment, including a 13-foot big screen T.V. to watch college games before NEO’s away football game as they take on New Mexico Military Institute.

He then highlighted various stories from the *NEO Update*, noting the cover story about the induction of the players on the 1989 baseball team to the NEO Athletics Hall of Fame. He also highlighted stories including profiles of the elected officers for the Student Body Government, NEO’s Leadership Day, the NEO Foundation Gala fundraiser, and the success of the College’s Horse Judging Team placing fourth at a recent contest. President Stafford noted many upcoming events that will take place on the NEO campus in October, which were not included in the *Update*. Those included: “Junior/Senior Day” where there will be more than 350 high school juniors and seniors learning about what NEO has to offer; a cattle grading contest hosting over 400 students; and “Band Day” hosting 70-80 high school band members. He believes the greatest asset for student recruitment at NEO is its people and second to that is its campus, so the administration is always looking for new ways to bring people to campus.



D-1 Approval of personnel actions

President Stafford said NEO's Vice President of Fiscal Affairs (VPFA) Micah Mundell recently announced his resignation. He expressed appreciation that Terry DeCoster, NEO's former VPFA, has agreed to return temporarily while a search is conducted to fill the position. He said he is also excited about the appointment of Mr. Ryan Orcutt as the Executive Director of Development/NEO Foundation.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

D-2 Ratification of interim approval to initiate search for Vice President of Fiscal Affairs

Regent Callahan moved and Regent Davis seconded to approve Item D-2 as presented in the NEO Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

D-3 Approval to disburse a holiday stipend for full-time and part-time employees

Regent Walker moved and Regent Taylor seconded to approve Item D-3 as presented in the NEO Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

G-1 Approval to expend funds according to grant/program guidelines for Title III Native American-Serving Nontribal Institutions grant – Supporting the New Majority

President Stafford said NEO received a similar grant a year ago as the lead institution, along with Carl Albert State College (CASC). They were contacted and told to reapply and change the lead institution, so this year they were awarded the grant again, but with CASC as the lead institution. This grant totals just under \$4 million, and NEO will receive \$349,994 annually for five years.

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

Regent Callahan asked President Stafford why NEO was solicited for this particular grant and whether it had to do with NEO's Native American (NA) student population. President Stafford

said that it does relate to their classification as a Native American-Serving Nontribal Institution. Typically, you cannot reapply for a Title III Grant after one has already been awarded to you, but the program officer contacted them and reassured them they could reapply for this grant if they were not listed as the primary institution again. He said this grant will help strengthen faculty and staff capacity to use data to help support them with best practices in virtual classrooms. This funding will also help embed student support within high-demand and high-risk classes.

Regent Callahan asked if NEO makes any additional efforts to specifically recruit NA students. President Stafford said they do not specifically seek out NA students, but they do have an American Indian Center for Excellence located within KahNe Hall. That Center has a new coordinator, Mr. Patrick Neal, who is very engaged and is bringing a new level of activity to that department. NEO also celebrates what they call “Native November”, where local Tribal Chiefs are invited to the NEO campus. They do not specifically recruit NA students because the College is surrounded by 10 Tribal Nations, which easily creates a large NA student population at NEO.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

H-1 Approval for Title III Cooperative Memorandum of Understanding with Carl Albert State College

Regent Callahan moved and Regent Walker seconded to approve Item H-1 as presented in the NEO Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

J-1 Approval to solicit competitive bids or use State contracted suppliers to award contracts to repair/replace roof at the Synar Farm Arena

President Stafford said the estimated total cost of this project is \$500,000, and NEO will apply \$250,000 in appropriations received from the Oklahoma Department of Commerce toward the cost of this project.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

The business of NEO being concluded, President Stafford was excused from the meeting.



# NORTHEASTERN OKLAHOMA A&M COLLEGE

## Miami, Oklahoma

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

October 20, 2023

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
2. Highlights of NEO Update

### **B – RESOLUTIONS- None**

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

### **D - PERSONNEL ACTIONS-**

1. Board authorization is requested for personnel actions including new 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 information purposes only (*Reference Document D-1*).
2. Board authorization is requested for ratification of interim board approval to initiate search for Vice President of Fiscal Affairs. (*Reference Document D-2*).
3. Board authorization is requested to disburse a Holiday stipend for full-time and part-time employees. The amounts will be \$500 for full-time and \$300 for part-time. Costs are estimated at \$94,000 to be paid end of November 2023.

### **E - INSTRUCTIONAL PROGRAMS- None**

### **F - BUDGETARY ACTIONS- None**

**G - OTHER BUSINESS AND FINANCIAL MATTERS-**

1. Board authorization is requested to expend funds, including payment of administrative allowance at year-end, according to grant/program guidelines for Title III Native American-Serving Nontribal Institutions (NASNTI) grant- Supporting the New Majority. (*Reference Document G-1*).

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

1. Board authorization is requested to approve Title III Cooperative Memorandum of Understanding between NEO A&M College and Carl Albert State College. Legal Counsel has previously reviewed and approved the agreement. (*Reference Document H-1*).

**I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES- None****J - PURCHASE REQUESTS –**

1. Board authorization is requested to solicit competitive bids or use state contracted suppliers to award contracts to repair/replace roof at the Synar Farm arena. Estimated cost \$500,000. All purchases will comply with the Board of Regents for the Oklahoma Agricultural and Mechanical College Policies and Procedures, as well as applicable state statutes. The funding for these expenditures will come from legally available funds.

**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. OSRHE FTE report for fiscal quarter ending September 2023 (Reference Document M-1).
2. Out-of-state travel summary for August and September 2023 (Reference Document M-2).

**D. PERSONNEL ACTIONS-**

1. Board authorization is requested for personnel actions including new 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 information purposes only.

Personnel actions requiring board approval for new appointments, reappointments, changes in salary, changes in title or rank, personnel leave, etc.

Name	Action	Effective Date	Annual Salary/Rate
Micah Mundell	Resignation Vice President of Fiscal Affairs	10/22/2023	\$94,500
Ryan Orcutt	Employ Executive Director of Development/NEO Foundation	11/6/2023	\$72,000
Joy Bauer	Transfer - Title III Project Director	11/6/2023	\$72,993
Mitzie Miller	Resignation Medical Lab Technician Program Director	12/31/2023	\$51,263

Personnel actions not requiring action by the Board including resignations, terminations, suspensions, retirement, etc.

Name	Action	Effective Date	Annual Salary/Rate
Avery Brannon	Resignation Temporary Wellness	8/8/2023	\$11,700
William Vega	Resignation Assistant Football Coach	9/7/2023	\$15,000
Ashley Kelley	Resignation Admissions Clerk	9/15/2023	\$22,220
Blakely Johnson	Employ Maintenance Technician I	9/18/2023	\$29,120
Jerrie Shelton-Berry	Employ Admin. Asst. Agriculture	9/18/2023	\$23,400
Steven Clay	Employ Gold Mentor	10/1/2023	\$9,828
Amber Morris	Employ Admin. Asst. Student Support Services	10/2/2023	\$12,480
Miranda Weldon	Employ Fine Arts Assistant	10/10/2023	\$15,000
Terry DeCoster	Employ Interim Vice President of Fiscal Affairs	10/16/2023	\$50,050

NEO will initiate search for Medical Laboratory Technician Program Director/Faculty position.

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

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

## Northeastern Oklahoma A&M College

College/University from which Request for Interim Approval Originated

1. 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 without 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.)

Board authorization is requested to initiate search for Vice President of Fiscal Affairs (see attachment).

☐

- (c) The matter has significant economic implications for institutional resources and/or properties without 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.)

☐

- (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.)

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):

Interim approval is requested to in order to advertise position prior to the October board meeting.

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ \_\_\_\_\_
4. Identify the fund or funds to be used in covering the cost stated above. \_\_\_\_\_
5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. \_\_\_\_\_
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 ONLY.**

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

REMARKS:

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

REMARKS:



Jason Ramsey  
09/29/2023 13:08 CDT

\_\_\_\_\_  
Signature of the Chief Executive Officer or  
his designated representative

\_\_\_\_\_  
Date

# Northeastern Oklahoma A&M College

## Vice President for Fiscal Affairs

**Department:** Vice President for Fiscal Affairs

**FLSA Status:** Exempt

**Grade/Level:** Executive

**Work Schedule:**

Monday – Friday, 40 hours a week

**Job Status:** Full Time

**Reports To:** President of the College

**Amount of Travel Required:** 10%

**Positions Supervised:**

Controller/Assistant Vice President for Fiscal Affairs, Staff Accountant, Director of Physical Plant, Human Resources Coordinator, Clerk-Purchasing Assistant, and Business Office Clerks

Salary Range \$85,000 - \$100,000

### POSITION SUMMARY

The Vice President for Fiscal Affairs is a member of the NEO's leadership team and serves as the chief financial officer with administrative accountability, leadership, and management responsibility for all aspects of the College's business, financial and accounting services, physical facilities (including construction), business support services, including but not limited to Purchasing, Human Resources, Risk Management, Physical Plant operations and planning. The Vice President of Fiscal Affairs is responsible for all budget development, financial forecasting, audit, tax, and management activities including state and federal reporting, where appropriate. This position reports to the President.

### ESSENTIAL FUNCTIONS

- Advise the President and other administrators regarding the financial operations of the college.
- Build a reputation as an effective campus leader with the highest level of integrity and ethics.
- Supervise all personnel assigned, recommending selection, retention, promotion and discharge as appropriate.
- Directly administer the development and implementation of the annual budget, including appropriate analysis of issues affecting revenue and/or expenditures, preparation of long-range budget forecasts, administration of budget process, and recommend budget amendments as necessary through the course of each fiscal year.
- Annually prepare Composite Financial Index (CFI) for the Higher Learning Commission, analyze and evaluate factors impacting the ratio, prepare and present to the President recommendations for increasing the CFI.
- Provide direct administration and leadership implementation of strategic initiatives related to institutional finances.
- Maintain an internal control system to ensure the financial transactions are based upon established procedures as required by the United States government, the State of Oklahoma, the college auditors and the Oklahoma A&M Board of Regents' policies and procedures.
- Oversee the development and preparation of all monthly and annual financial reports for the President of the College, Board of Regents, and other reports, as required. Present and discuss monthly financial statements at the board meetings and other stakeholders as designated by the President.



- Coordinate the annual audit, including supplying auditors with all necessary information.
- Lead the development of annual changes to the schedule of tuition and fees; develop and present annual recommendation to the President.
- Oversee the preparation of Requests for Proposals (RFPs) and Requests for Qualifications (RFQ) in accordance with college policy.
- Administer purchasing policies and recommend changes as necessary.
- Review and recommend appropriate insurance coverage (casualty, liability, and other coverages, excluding employee benefits) on behalf of the college.
- Review, negotiate, and/or monitor execution of contract for services.
- Review, negotiate, and/or monitor all leases entered by the college; develop and present recommendations for annual renewal of leases.
- Coordination of and reporting external financial commitments, dealing with finance and operations, to the office of State Finance, State Treasurer's Office, Oklahoma State Regents for Higher Education and the Oklahoma A&M Board of Regents, as information is required by these agencies and boards.
- Supervises the completion of all facilities planning processes and reports to achieve maximum space approvals and facilities enhancements as directed by the President (e.g., Capital Improvement Plan, Educational Plant Survey, etc.).
- Interact with Vice President of Academic Affairs, Vice President of Student Affairs & Enrollment Management as a support in the areas of finance and personnel.
- Any other projects and research requested by the President.

## **EDUCATION AND QUALIFICATIONS:**

- Graduation from an accredited institution of higher learning with a bachelor's degree in Business or a business-related field.
- Minimum of five (5) years extensive experience in the supervision of fiscal operations, budget and other budget related experiences, ten (10) years preferred.

(A comparable amount of training, education or experience may be substituted for the above minimum qualifications)

## **SKILLS & ABILITIES**

### **Computer Skills**

- General knowledge of computers and financial accounting software

### **Certificates & Licenses**

- Bachelor's degree, Accounting/Finance (CPA preferred)

### **Other Requirements**

- Must have 5 years of financial management experience (prefer Higher Education experience)

## **WORK ENVIRONMENT**

- Works inside in an office environment with 6-8 employee within the same office and occasionally outside in varying weather.



#### G. Other Business and Financial Matters-

1. Board authorization is requested to expend funds, including payment of administrative allowance at year-end, according to grant/program guidelines for Title III Native American-Serving Nontribal Institutions (NASNTI) grant- *Supporting the New Majority*.

Carl Albert State College (CASC) and Northeastern Oklahoma Agricultural and Mechanical College (NEO) received a second cooperative Title III Native American-Serving Nontribal Institutions (NASNTI) grant that will address the needs of underrepresented students across rural eastern Oklahoma. This project, ***Supporting the New Majority***, will allow the two institutions to collaboratively strengthen academic and student support offerings drawing on experience and expertise from each institution to jointly develop systems and services that will improve postsecondary success, persistence, and completion for underrepresented, underserved students.

Through Initiative 1, the two colleges will work together to strengthen faculty and staff capacity to use data to support best practices for virtual campus (online, hybrid, Zoom-based) instruction and services. Through Initiative 2, each institution will embed student support within its high-demand and high-risk virtual campus courses.

Total Grant Allocation: \$3,999,309

2023-24 NEO - \$349,994. Year 1

2023-24 – CASC - \$450,000. Year 1

Project Length: 5 years

**MEMORANDUM OF UNDERSTANDING**  
**Between**  
**CARL ALBERT STATE COLLEGE**  
**And**  
**NORTHEASTERN OKLAHOMA AGRICULTURAL AND MECHANICAL**  
**COLLEGE**

**Memorandum of Understanding**

This Memorandum of Understanding ("MOU") between Carl Albert State College ("CASC") and Northeastern Oklahoma A&M College ("NEO") is entered into freely and with joint benefits to both institutions for the purpose of entering a collaboration in executing the objectives of the cooperative NASNTI Title III Part A Supporting the New Majority Grant ("Title III") funded through the United States Department of Education ("DOE").

**Terms and Responsibilities**

CASC and NEO desire to enter a mutually beneficial agreement whereby the parties agree to abide by all the terms and conditions set forth in this MOU as follows:

**Governance**

1. CASC will serve as the lead institution of Title III for the duration of the full grant cycle, October 1, 2023, through September 30, 2028.
2. NEO will serve as the partner institution for the duration of the full grant cycle October 1, 2023, through September 30, 2028.
3. The Title III Project Director will be employed through CASC.
4. The Project Director will be responsible for coordinating overall grant objectives for both CASC and NEO.
5. Hiring, evaluation, and termination of CASC Title III personnel will be conducted by CASC.
6. Hiring, evaluation, and termination of NEO Title III personnel will be conducted by NEO.

**Grant Reporting/Changes**

1. As CASC serves as the lead institution, the Title III Project Director will be a CASC employee and will be responsible for all Title III reporting to the DOE.
2. As the partnering institution, NEO will submit appropriate reporting to the Title III Project Director.
3. Any substantive grant changes requiring DOE approval must be submitted to the Project Director for review prior to DOE submission.

**Funding, Budget, and Payment**

1. CASC will receive Title III funds from the DOE as defined in the Grant Award

Notification PR/AWARD NUMBER P031X230006 in the amount of \$799,994.00 for the annual funding cycle October 1 through September 30 until September 30, 2028.

- a. Grant funding for CASC and NEO is defined in the attached grant application.
  - b. CASC is responsible for all grant funding drawn from government G5 account.
  - c. Budget administration is the responsibility of each institution, as defined by the attached grant application.
  - d. NEO will invoice CASC for appropriate Title III expenses monthly beginning October 2023.
  - e. CASC will remit payment for monthly invoices within thirty (30) days of receipt.
2. The decision to apply for supplemental funding will be a joint venture between both institutions with final authority residing with the Project Director.
  3. The decision to request for an extension year will be a joint venture between both institutions with final authority residing with the Project Director.

#### Payment for to Grant Consulting

1. CASC and NEO are responsible for payment of consulting fees to Ramona Munsell & Associates (“RMA”) as defined by RMA agreements (attached).

#### Institutional Grant Objectives

1. CASC and NEO are each responsible for completing grant objectives, as defined in the grant application, for each institution respectively.
2. Institutions will cooperatively work to complete overall grant objectives annually.
3. The Project Director is responsible for overall grant project management and overseeing both CASC and NEO towards completing grant objectives.

#### **Terms of the MOU Revision, Termination, and Continuation**

1. The initial term of this MOU shall begin on the date hereof and continue until September 30, 2028, unless an extension year is sought as set forth above, in which case this MOU shall continue until the end of such extension.
2. Each party will review the agreement annually and work together to resolve any issues.
3. Terms of this MOU are voided if DOE grant funding is not continued.
4. Amendments to this MOU must be in writing and approved by both institutions as signed by the authorized administrator.
5. Revisions must be in accordance with the requirements of the DOE.
6. This MOU may be extended beyond the expiration date with the agreement of both parties and approval of the NEO governing board.

Agreed to this day of (2023) by:

NEO: Northeastern Oklahoma A&M College

By:  
Dr. Kyle Stafford, President

CASC: Carl Albert State College

By:.  
Dr. Jay Falkner, President

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

1. OSRHE FTE Report for fiscal quarter ending September 2023.

**The Oklahoma State System of Higher Education  
FTE Employee Report**

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

From: Northeastern Oklahoma A&M College



President

Subject: FTE Employee Report for Fiscal Quarter Ending 09/30/2023

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

**FTE Employee Categories**

	Educational and General Budget				Educational and General Budget				Agency Accounts				Sub Total				Total FTE
	Part I		Other		Part II		Other		Other		Other		Other				
	Faculty	Regular	Student		Faculty	Regular	Student		Faculty	Regular	Student		Faculty	Regular	Student		
Current QTR	43	66	1		0	6	5		2	37	3		45	109	9	163	
Prior QTR	46	70	1		0	6	10		3	37	8		49	113	19	181	
INC (DEC)	-3	-4	0		0	0	-5		-1	0	-5		-4	-4	-10	-18	
Prior FY	41	68	0		0	7	4		4	33	5		45	108	9	162	

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

President Ron Ramming and other members of the administration came before the Board to review the Agenda and present the business of Connors State College (CSC). (The CSC Agenda is attached to this portion of the minutes.)

President Ramming said he is pleased to host this meeting at CSC and show off the campus. He reported CSC's fall headcount enrollment is up by about 16 percent compared to last fall, which equates to an approximate 13 percent increase in credit hours. There were increases in almost every area, including the correctional programs. He said the Dean of Students, Jake Lawson, and Registrar, Tosha Stout, have really worked hard to implement a student recruitment software called Element451. The new software will bring more sophistication to recruitment efforts than they've ever had, and President Ramming is grateful for Mr. Lawson's work in that area. He highlighted the demographics of CSC's student population, noting 70 percent are female, the average age is 25, the average age of female students is 26, and the average age of male students is 23. Students at CSC this fall represent 42 counties in Oklahoma, 27 states, Puerto Rico, and 12 countries. Based on demographics indicated on their admissions applications, 40 percent of students are Native American, 11 percent are African American, and 10 percent are Hispanic. 57 percent of CSC students are first-generation college students, and approximately 75 percent receive federal financial aid. He said these statistics reflect the fact that CSC provides access to a wide demographic of students with the opportunity to build their futures and change their lives.

He then highlighted various stories of interest from the *Connors Connection*, noting the featured cover story about CSC's agriculture students participating in Western Heritage Day. This event is held in partnership between CSC and the Oklahoma School for the Blind (OSB) and is sponsored by the Oklahoma Quarter Horse Association (OQHA). Students from OSB are brought to the Silver Spur Ranch & Lodge in Haskell, Oklahoma, and provided with various hands-on farm life experiences. There were over 100 CSC students who participated in the event, and the feedback that the administration heard from them and what they received from helping with that event was outstanding. President Ramming also talked about other stories in the *Connection*, such as CSC's participation in the Muskogee Women in Safe Homes' annual "Walk in Her Shoes" event; the men's and women's soccer athletes earning both regional and national honors; and preview write-ups of the men's and women's basketball teams.

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

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

D-2 Approval to disburse Christmas bonus checks to both full-time and part-time employees in the mid-December time frame

President Ramming said these bonus checks are made possible by additional revenue from the recent enrollment increase. Check amounts will be \$500 per full-time employee and \$300 per part-time employee, at a total cost of \$75,637 including required benefits.

President Ramming said he also wanted to note that the recent increase in funding for higher education from the Oklahoma Legislature enabled CSC to give its faculty desperately needed raises, which helped lessen the disparity between salaries at CSC and salaries in common education. Staff also received a 3 percent raise due to the increase in appropriations.

Regent Davis moved and Regent Taylor seconded to approve Item D-2 as presented in the CSC Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

E-1 Approval for modifications of AAS in Nursing, AS in Pre-Nursing, AAS in Occupational Therapy Assistant, and AAS in Physical Therapist Assistant Degrees

E-2 Approval to update the instructional method and description for the NURS 1117 Foundations in Nursing course

E-3 Approval for new embedded certificate in pre-nursing

Mr. Chris McBeath, Vice President of Academic Affairs, reviewed the curricular changes for the Board and offered to answer any questions.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

F-1 Approval to accept \$3.99 million five-year Native American Serving Non-Tribal Institution Title III grant funds shared between CSC and Eastern Oklahoma State College

F-2 Approval to accept \$350,000 in three-year Congressionally Directed Spending via the United States Department of Health and Human Services

President Ramming said the Title III grant funds for Item F-1 were jointly awarded to CSC and Eastern Oklahoma State College (EOSC). CSC was the lead institution on the award and is receiving the bulk of the grant money. CSC's portion totals \$3.015 million and will be disbursed



in the amount of \$630,000 annually for five years. EOSC's portion totals \$948 million and will also be disbursed over the course of five years. (The Grant Award Notification document related to Item F-1 is on file in the Board of Regents' Office as Doc. No. 2-10-20-23 and considered a part of these minutes.)

Regent Callahan asked President Ramming how CSC managed to receive a larger percentage for its portion of the Title III NASNTI grant funds in comparison to the percentage NEO received from its grant funding split with CASC. President Ramming said the percentage of CSC's split was decided in conversations with EOSC.

Regent Callahan moved and Regent Taylor seconded to approve Section F, Items 1 & 2, as presented in the CSC Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

H-1 Ratification of interim approval for contract at Pleasant Valley Health Center

H-2 Approval to develop clinical affiliation agreements for Fiscal Year 2024

(The clinical agreements document related to Item H-2 is on file in the Board of Regents' Office as Doc. No. 3-10-20-23 and considered a part of these minutes.)

Regent Milner moved and Regent Walker seconded to approve Section H, Items 1 & 2, as presented in the CSC Agenda.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

J-1 Ratification of interim approval to purchase a used 44-50 passenger bus

President Ramming said the transmission in the College's big coach bus completely failed, and rather than continuing to repair it they decided to replace it.

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

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel.  
The motion carried.

The business of CSC being concluded, President Ramming and other members of the College's administration were excused from the meeting.



# Connors State College

Warner, Oklahoma

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

October 20, 2023

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. Ron Ramming's Remarks
  - a. Connection

**B – RESOLUTIONS- None**

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

**D - PERSONNEL ACTIONS-**

1. Board approval is requested for personnel actions including appointments, reappointments, changes in salary, changes in title or rate, personnel leaves, etc. Personnel items not requiring action by the Board including resignations, terminations, suspensions, retirements, etc. are provided for informational purposes only. (Reference Document D-1)
2. Board approval is requested to disburse Christmas bonus checks to both full-time and part-time employees in the mid-December time frame. The amounts will be \$500 for full-time employees and \$300 for part-time employees. Costs are estimated at \$75,637 including required benefits.

**E - INSTRUCTIONAL PROGRAMS-**

1. Board approval requested for modification of AAS in Nursing, AS in Pre-Nursing, AAS in Occupational Therapy Assistant, and AAS in Physical Therapist Assistant Degrees. (Reference Document E-1)
2. Board approval is requested to update the instructional method and description for the NURS 1117 Foundations in Nursing course. (Reference Document E-2)

3. Board approval is requested for a new embedded certificate in pre-nursing. (Reference Document E-3)

**F - BUDGETARY ACTIONS-**

1. Board approval is requested to accept \$3.99M five-year (NASNTI Title III) grant Funds shared between Connors State College and Eastern Oklahoma State College; \$3.015M to CSC and \$984M for the EOSC. Funds will be utilized to engage low-income, Native American, and otherwise disadvantaged students through the development of Guided Pathways and Career Services centers at each college location to increase persistence and graduation rates. (Reference Document F-1).
2. Board approval is requested to accept \$350K in three-year Congressionally Directed Spending via DHHS. These funds are to be spent on specialized Nursing program equipment and supplies supporting the growth of that program, which is also listed in the top ten job needs and is a STEM-related program. (Reference Document F-2).

**G - OTHER BUSINESS AND FINANCIAL MATTERS- None**

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

1. Ratification of interim approval is requested for approval of the contract at Pleasant Valley Health Center. This item has been reviewed and approved by the Office of Legal Counsel. (Reference Document H-1)
2. Board approval is requested to develop clinical affiliation agreements for fiscal year 2024. This item has been reviewed and approved by the Office of Legal Counsel. (Reference Document H-2)
3. Ratification of interim approval is requested to purchase a used 44-50 passenger bus. This item has been reviewed and approved by the Office of Legal Counsel. (Reference Document H-3)

**I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES- None**

**J - PURCHASE REQUESTS- None**

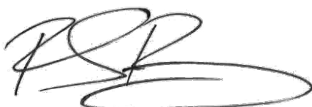
**K - STUDENT SERVICES/ACTIVITIES- None**

**L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED- None**

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

1. Out-of-state travel for September (Reference Document M-1)
2. FTE Employee Report (Reference Document M-2)

Respectfully submitted,



Dr. Ronald S. Ramming  
President



## Personnel Actions

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

Name	Action	Effective Date	Salary/Rate
Powell, Angela	Instructor of Nursing	9/18/2023	\$51,000.00

Personnel actions not requiring action by the Board including resignations, terminations, suspensions, retirements, etc.

No Changes

## PROPOSED UPDATES FOR NURSING AND ALLIED HEALTH DIVISION IN 2024-2025

### ASSOCIATE OF APPLIED SCIENCE IN NURSING:

Updated a Mathematics for Nurses course from a two credit hour course to a three credit hour course. Students within our LPN bridge program can take an advanced standing test and place out of the course; however, a two credit hour course can be a road block for those needing to complete the course during the summer as it can prevent them from registering in six credit hours and being considered a full-time student during the summer term. Additionally, the degree plan was updated to include course titles that are more reflective of the content offered within the program.

### ASSOCIATE OF SCIENCE IN PRE-NURSING:

Updated the degree plan to be more reflective of the prerequisite requirements for Bachelor of Science in Nursing programs across the state.

### ASSOCIATE OF APPLIED SCIENCE IN OCCUPATIONAL THERAPY ASSISTANT:

Increased some courses' credit hours to be more reflective of the clock hours of our partner institution but made these adjustments without altering the overall credit hours required by the degree. Modified the prerequisite courses to be more inclusive and more representative of the current applicant pool to attract more qualified candidates.

### ASSOCIATE OF APPLIED SCIENCE IN PHYSICAL THERAPIST ASSISTANT:

Modified the prerequisite courses to be more inclusive and more representative of the current applicant pool to attract more qualified candidates. Increased a required course's credit hours to be more reflective of the clock hours of our partner institution but decreased the overall credit hours required by the degree.

## Major: Nursing

ASSOCIATE of APPLIED SCIENCE

Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 30 HOURS (*Check Catalog listings for prerequisites.)		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I* ENGL 1213 English Composition II*
American History	3	HIST 1483 U.S. History to 1877 <i>or</i> HIST 1493 U.S. History since 1877
US Government	3	POLS 1113 American Federal Government
Science	8	<b>Please select one Biology track:</b> BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <b>You cannot mix and match.</b>
Science	4	BIOL 2124, General Microbiology*
Behavioral Science	3	PSYC 1113 Introduction to Psychology
Nutrition	3	FCSE 1213 Introduction to Nutrition
PROGRAM REQUIREMENTS TRADITIONAL NURSING PROGRAM 42 HOURS (**Course requires acceptance into the Connors State College Nursing Program to register.)		
Foundations in Nursing	7	NURS 1117**
Foundations in Nursing Clinical	3	NURS 1143**
Maternal and Pediatric Nursing	7	NURS 1227**
Maternal and Pediatric Nursing Clinical	3	NURS 1223**
Psychiatric and Medical-Surgical Nursing	7	NURS 2137**
Psychiatric and Medical-Surgical Nursing Clinical	3	NURS 2133**
Critical Care Nursing and Leadership Development	7	NURS 2247**
Critical Care Nursing and Leadership Development Clinical	3	NURS 2243**
Trends and Issues in Nursing	2	NURS 2252**
PROGRAM REQUIREMENTS CAREER LADDER NURSING PROGRAM 28 HOURS (**Course requires acceptance into the Connors State College Nursing Program to register.)		
Transitions to Professional Nursing	3	NURS 2223**
Mathematics for Nurses	3	NURS 1133**
Psychiatric and Medical-Surgical Nursing	7	NURS 2137**
Psychiatric and Medical-Surgical Nursing Clinical	3	NURS 2133**
Critical Care Nursing and Leadership Development	7	NURS 2247**
Critical Care Nursing and Leadership Development Clinical	3	NURS 2243**
Trends and Issues in Nursing	2	NURS 2252**
GUIDED ELECTIVES (Recommended; not required)		
Success in Nursing Education	2	NURS 1002
Medical Terminology	3	NURS 1003
Lab and Diagnostics	2	NURS 1112**
Study of Diseases and Disorders	3	NURS 1113**
Pharmacology	2	NURS 1232**
Physical Education activity courses do not count towards graduation. A maximum of 6 credit hours allowed for Special Topics (ST) courses can be applied toward a degree		
Total Hours: 72		
<b>NOTE:</b> Students who wish to transfer to an RN to BSN program after graduating from the Connors State College Nursing Program will also need to refer to the curriculum requirements for the Associate in Science (AS) in Pre-Nursing.		

## Major: Pre-Nursing

ASSOCIATE of SCIENCE

Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 38 HOURS (*Check Catalog listings for prerequisites.)		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I* ENGL 1213 English Composition II*
Mathematics	3	Any college-level Mathematics course.* <b>(STAT 2013 recommended)</b>
American History	3	HIST 1483 U.S. History to 1877 <i>or</i> HIST 1493 U.S. History since 1877
US Government	3	POLS 1113 American Federal Government
Science	8	<b>Please select one Biology track:</b> BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <b>You cannot mix and match.</b>
Computer Literacy	3	COMS 1133 Fundamentals of Comp Usage
Communication	3	SPCH 1113 Intro to Oral Communication
Humanities	6	Any course with (H) in the Course Description
Behavioral and Social Science	3	PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS 22 HOURS (**Course requires acceptance into the Connors State College Nursing Program to register.)		
College Orientation	1-3	EDUC 1111 College Orientation <i>or</i> EDUC 1113 Strategies for Success
Microbiology	4	BIOL 2124 General Microbiology*
Chemistry	5	CHEM 1315 General Chemistry I*
Nutrition	3	FCSE 1213 Introduction to Nutrition
Guided Electives	7-9	BIOL 1114 General Biology* MATH 1473 Applied Mathematics* MATH 1513 PreCalculus Algebra* MATH 1523 Modeling and Functions* NURS 1002 Success in Nursing Education NURS 1003 Medical Terminology NURS 1112 Lab and Diagnostics** NURS 1113 Study of Diseases and Disorders** NURS 1232 Pharmacology** PSYC 2313 Developmental Psychology* SOCI 1113 Principles of Sociology STAT 2013 Elementary Statistics*
Courses used in Program Requirements cannot be used for General Education Requirements and vice versa (i.e., courses may only be counted once.) Physical Education activity courses do not count towards graduation. A maximum of 6 credit hours allowed for Special Topics (ST) courses can be applied toward a degree.		
Total Hours: 60		
<b>NOTE:</b> This degree is intended for students who wish to transfer to a BSN program after graduating. Students interested in the Connors State College Nursing Program will also need to refer to the curriculum requirements for the Associate in Applied Science (AAS) in Nursing.		

## Major: Occupational Therapy Assistant

ASSOCIATE of APPLIED SCIENCE

Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS		
26 HOURS		
(*Check Catalog listings for prerequisites.)		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I* ENGL 1213 English Composition II*
American History		HIST 1483 U.S. History to 1877 <i>or</i> HIST 1493 U.S. History since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any College-Level Mathematics*
Science	8	<i>Please select one Biology track:</i> BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <i>You cannot mix and match.</i>
Behavioral Science	3	PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS		
41 HOURS		
(**Course requires acceptance into the Occupational Therapy Assistant program to register.)		
Technical Occupational Support		
6 Hours		
Medical Terminology	3	NURS 1003
Psychology	3	Any 2000-level PSYC course* (PSYC 2313 recommended)
Technical Occupational Specialty (ICTC)		
23 Hours		
Introduction to OT w/lab	2	OTAT 1012**
Disease Pathology	2	OTAT 2212**
Fieldwork IA	1	OTAT 2021**
Kinesiology for OTA w/lab	2	OTAT 1022**
Physical Dysfunction & Treatment	2	OTAT 2112**
Therapeutic Activities w/lab	2	OTAT 2102**
Health Care Systems & OT Management	2	OTAT 2002**
Fieldwork IB	1	OTAT 2121**
Pediatric Care in OT w/lab	3	OTAT 2133**
Therapeutic Media	1	OTAT 1101**
Psychosocial Dysfunction & Treatment	2	OTAT 2152**
Elder Care in OT	3	OTAT 2143**
Technical Occupational Related Courses		
12 Hours		
Fieldwork IIA	6	OTAT 2206**
Fieldwork IIB	6	OTAT 2216**
A felony conviction may affect a graduate's ability to take the NBCOT certification examination or attain state licensure. The National Board for Certification in Occupational Therapy (NBCOT) offers an "early determination" review to individuals with a felony background who are considering entering an educational program. For further information call (301) 990-7979 or visit their website at <a href="http://www.nbcot.org">www.nbcot.org</a> .		
Total Hours: 67		



## Major: Physical Therapist Assistant

ASSOCIATE of APPLIED SCIENCE

Requirements for Academic Year 2024-2025

GENERAL EDUCATION REQUIREMENTS 29 HOURS (*Check Catalog listings for prerequisites.)		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 English Composition I* ENGL 1213 English Composition II*
Communication	3	SPCH 1113 Intro to Oral Communication <i>or</i> COMS 1133 Fundamentals of Computer Usage
American History	3	HIST 1483 U.S. History to 1877 <i>or</i> HIST 1493 U.S. History since 1877
US Government	3	POLS 1113 American Federal Government
Mathematics	3	Any College-Level Mathematics*
Science	8	<b>Please select one Biology track:</b> BIOL 1314 Anatomy & Physiology I BIOL 1324 Anatomy & Physiology II* <b>OR</b> BIOL 2104 Human Anatomy* BIOL 2114 Human Physiology* <b>You cannot mix and match.</b>
Behavioral Science	3	PSYC 1113 Introduction to Psychology
PROGRAM REQUIREMENTS 38 HOURS (**Course requires acceptance into the Physical Therapist Assistant program to register.)		
Technical Occupational Support 3 Hours		
Medical Terminology	3	NURS 1003
Technical Occupational Specialty (ICTC) 35 Hours		
Introduction to Physical Therapy	1	PTAT 1011**
Kinesiology for Physical Therapist Assistants	2	PTAT 1012**
Pathophysiology for Physical Therapist Assistants	2	PTAT 1122**
Basic Patient Care Skills	3	PTAT 1203**
Therapeutic Exercise I	3	PTAT 1033**
Physical Agents	3	PTAT 1023**
Clinical Procedures	2	PTAT 1232**
Therapeutic Exercise II	3	PTAT 2033**
Clinical Practice I	3	PTAT 1213**
Neurology and Rehabilitation for Physical Therapist Assistants	3	PTAT 2043**
Orthopedic Management for Physical Therapist Assistants	1	PTAT 2011**
Clinical Practice II	4	PTAT 2124**
Professional Issues	1	PTAT 2121**
Clinical Practice III	4	PTAT 2134**
CSC-ICTC PTA Program at Connors State College – Indian Capital Technology Center is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, VA 22305-3085; Phone: (703) 706-3245; email: <a href="mailto:accreditation@apta.org">accreditation@apta.org</a> ; website: <a href="http://www.capteonline.org">http://www.capteonline.org</a> . If needing to contact the program/institution directly, please call (918) 913-3928.		
Total Hours: 67		

## PROPOSED UPDATES FOR NURSING AND ALLIED HEALTH DIVISION IN 2024-2025

### UPDATED INSTRUCTIONAL METHOD AND DESCRIPTION: NURS 1117 Foundations in Nursing

#### New Description:

*Prerequisite: Acceptance to the Connors State College Nursing Program. Must be concurrently enrolled in NURS 1143, Foundations in Nursing Clinical.* This course introduces the student to the roles of the nurse as a provider of care, a manager of care, and a member within the discipline of nursing. An overview of the nursing process is presented as a method for planning care for patients throughout the life span. Emphasis will be placed on establishing nurse/patient relationships and therapeutic communications. Skills associated with the role of the nurse are the primary focus, including mathematical skills essential for calculating medication dosages.

#### Description of Change:

Updating the instructional method of this course to be lecture to be consistent with the remainder of the plan of study's course offerings.

**Major: Nursing (AAS)**

ASSOCIATE of APPLIED SCIENCE

Requirements for Academic Year 2023-2024

<b>GENERAL EDUCATION REQUIREMENTS</b>		
<b>30 HOURS (Minimum)</b>		
<b>(Check Catalog listings for prerequisites)**</b>		
<b>Area</b>	<b>Hours</b>	<b>To be selected from:</b>
English Composition	6	ENGL 1113 Comp I ENGL 1213 Comp II*
Psychology	3	PSYC 1113 Intro to Psychology
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 Amer. Federal Government
Nutrition	3	FCSE 1213 Introductions to Nutrition
Sciences	8	BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <i>or</i> BIOL 2104 Anatomy* BIOL 2114 Physiology* ( <b>Note:</b> Cannot Mix A&P I & AP II with stand alone Anatomy & Physiology)
Science	4	BIOL 2124 General Microbiology*
<b>Program Requirements</b>		
<b>Traditional Nursing Students</b>		
<b>42 HOURS</b>		
<b>Traditional Nursing Students</b> (Requires Acceptance into the Nursing Program)	7	NURS 1117 Foundations in Nursing*
	2	NURS 1132 Math for Nurses*
	8	NURS 1228 Adaptation of the Family*
	3	NURS 1223 Clinical Practicum*
	7	NURS 2137 Maladaptive States I*
	3	NURS 2133 Nurse Practicum I*
	7	NURS 2247 Maladaptive States II*
	3	NURS 2243 Nurse Practicum II*
	2	NURS 2252 Trends & Issues*
<b>Program Requirements</b>		
<b>Career Ladder Nursing Students</b>		
<b>25 Hours</b>		
<b>Career Ladder Nursing Students</b> (Requires Acceptance into the Nursing Program)	3	Pass Dosage Calculation Exam NURS 2223 Transitions to Professional Nursing *# Career Ladder students are required to take 3 hours in addition to prerequisites for role transition.
	7	NURS 2137 Maladaptive States I*
	3	NURS 2133 Nurse Practicum I*
	7	NURS 2247 Maladaptive States II*
	3	NURS 2243 Nurse Practicum II*
	2	NURS 2252 Trends & Issues*
<b>Guided Electives</b>		
<b>(Recommended not required)</b>		
Medical Terminology	3	NURS 1003 Medical Terminology
Success in Nursing	2	NURS 1002 Success in Nursing
ONL-Study of Diseases and Disorder	3	NURS 1113 Study of Disease and Disorders NURS 1112 Lab and Diagnostics
ONL-Lab and Diagnostics	2	
ONL-Pharmacology	2	NURS 1232 Pharmacology
<b>Physical Education activity courses do not count toward graduation. Maximum 6 hours allowed for Special Topics (ST) courses towards a degree.</b>		
<b>Total Hours: 72</b>		

**NOTE:** Students who plan to transfer to a (2 + 2) RN to BSN program after graduating from CSC Nursing Program will need to refer to the curriculum requirements for the Associates in Sciences Degree in Nursing.

# Major: Pre-Nursing (AS)

ASSOCIATE of SCIENCE

Requirements for Academic Year 2023-2024

GENERAL EDUCATION REQUIREMENTS		
42 HOURS (Minimum)		
(Check Catalog listings for prerequisites)**		
Area	Hours	To be selected from:
English Composition	6	ENGL 1113 Comp I ENGL 1213 Comp II*
Psychology	3	PSYC 1113 Intro to Psychology
American History	3	HIST 1483 American History Survey to 1877 <i>or</i> HIST 1493 American History Survey since 1877
US Government	3	POLS 1113 Amer. Federal Government
Nutrition	3	FCSE 1213 Introductions to Nutrition
Sciences	8	BIOL 1314 Anatomy & Physiology I* BIOL 1324 Anatomy & Physiology II* <i>or</i> BIOL 2104 Anatomy* BIOL 2114 Physiology* (Note: Cannot Mix A&P I & AP II with stand alone Anatomy & Physiology)
Science	4	BIOL 2124 General Microbiology*
Humanities	6	Any course designated (H) (See course descriptions for designations.)
Mathematics	3	MATH 1473 Applied Mathematics <i>or</i> MATH 1513 Pre-Calculus Algebra
Computer Literacy	3	COMS 1133 Fund. of Computer Usage
Program Requirements		
Traditional Nursing Students		
43 HOURS		
Traditional Nursing Students (Requires Acceptance into the Nursing Program)	1-3 7 2 8 3 7 3 7 3 2	EDUC 1111 Orientation <i>or</i> EDUC 1113 NURS 1117 Foundations in Nursing* NURS 1132 Math for Nurses* NURS 1228 Adaptation of the Family* NURS 1223 Clinical Practicum* NURS 2137 Maladaptive States I* NURS 2133 Nurse Practicum I* NURS 2247 Maladaptive States II* NURS 2243 Nurse Practicum II* NURS 2252 Trends & Issues*
Program Requirements Career		
Ladder Nursing Students		
26 Hours		
Career Ladder Nursing Students (Requires Acceptance into the Nursing Program)	1-3 3 7 3 7 3 2	EDUC 1111 Orientation <i>or</i> EDUC 1113 Pass Dosage Calculation Exam NURS 2223 Transitions to Prof. Nursing* NURS 2137 Maladaptive States I* NURS 2133 Nurse Practicum I* NURS 2247 Maladaptive States II* NURS 2243 Nurse Practicum II* NURS 2252 Trends & Issues*
Guided Electives		
(Recommended not required)		
Medical Terminology	3	NURS 1003 Medical Terminology
Success in Nursing	2	NURS 1002 Success in Nursing
Chemistry	5	CHEM 1315 Chemistry I*
Elementary Statistics	3	STAT 2013 Elementary Statistics
ONL-Study of Diseases and Disorder	3	NURS 1113 Study of Disease & Disorders
ONL-Lab and Diagnostics	2	NURS 1112 Lab and Diagnostics
ONL-Pharmacology	2	NURS 1232 Pharmacology
Physical Education activity courses do not count toward graduation. Maximum 6 hours allowed for Special Topics (ST) courses towards a degree.		
Total Hours: 85		

**NOTE:** Students who plan to transfer to a (2 + 2) RN to BSN program after graduating from CSC Nursing Program will need to follow the above curriculum requirements for an Associate in Sciences in Nursing.

# DIVISION OF NURSING AND ALLIED HEALTH

## Pre-Nursing

Embedded Certificate in Associate of Applied Science: Nursing

*Requirements for Students for Academic Year 2024-2025*

<b>Embedded Certificate for Pre-Nursing</b> <b>30 HOURS</b> <i>*Check Catalog listings for prerequisites.</i>		
<b>General Education Requirements (12 hours)</b>		
<b>Area</b>	<b>Hours</b>	<b>To be selected from:</b>
English Composition	6	ENGL 1113, English Composition I* ENGL 1213, English Composition II*
US Government	3	POLS 1113, American Federal Government
US History	3	HIST 1483, US History to 1865, <i>or</i> HIST 1493, US History since 1865
<b>Program Requirements (18 hours)</b>		
Nutrition	3	FCSE 1213, Introduction to Nutrition
Behavioral and Social Science	3	PSYC 1113, Introduction to Psychology
Biological Science	8	<b>Choose one biology track:</b> BIOL 1314, Anatomy & Physiology I*, <i>and</i> BIOL 1314, Anatomy & Physiology II* <b>OR</b> BIOL 2104, Human Anatomy*, <i>and</i> BIOL 2114, Human Physiology* <b>You cannot mix and match.</b>
Microbiology	4	BIOL 2124, General Microbiology*
<b>Total Hours: 30</b>		



**Department of Health and Human Services**  
Health Resources and Services Administration

Notice of Award  
FAIN# CE152663  
Federal Award Date: 09/21/2023

**Recipient Information**

1. **Recipient Name**  
CONNERS STATE COLLEGE  
700 College Rd  
Warner, OK 74469-2204
2. **Congressional District of Recipient**  
02
3. **Payment System Identifier (ID)**  
1621424939A1
4. **Employer Identification Number (EIN)**  
621424939
5. **Data Universal Numbering System (DUNS)**  
072400161
6. **Recipient's Unique Entity Identifier**  
FKK7V1NT6228
7. **Project Director or Principal Investigator**  
Chris McBeath  
Vice President Academic Affairs  
chris.mcbeath@connorsstate.edu  
(918)463-6219
8. **Authorized Official**  
Krystle Lane  
Executive Director, Development Foundation  
kdlane@connorsstate.edu  
(918)463-6342

**Federal Agency Information**

9. **Awarding Agency Contact Information**  
Tya T Renwick  
Grants Management Specialist  
Office of Federal Assistance Management (OFAM)  
Division of Grants Management Office (DGMO)  
trenwick@hrsa.gov  
(301) 594-0227
10. **Program Official Contact Information**  
Evan Krasomil  
Healthcare Systems Bureau (HSB)  
ekrasomil@hrsa.gov  
(301) 443-6675

**Federal Award Information**

11. **Award Number**  
1 CE1HS52663-01-00
12. **Unique Federal Award Identification Number (FAIN)**  
CE152663
13. **Statutory Authority**  
Consolidated Appropriations Act, 2022, (PL 117-103)
14. **Federal Award Project Title**  
Community Project Funding/Congressionally Directed Spending - Construction
15. **Assistance Listing Number**  
93.493
16. **Assistance Listing Program Title**  
Congressional Directives
17. **Award Action Type**  
New
18. **Is the Award R&D?**  
No

**Summary Federal Award Financial Information**

<b>19. Budget Period Start Date 09/30/2023 - End Date 09/29/2026</b>	
<b>20. Total Amount of Federal Funds Obligated by this Action</b>	\$350,000.00
20a. Direct Cost Amount	
20b. Indirect Cost Amount	
21. Authorized Carryover	\$0.00
22. Offset	\$0.00
23. Total Amount of Federal Funds Obligated this budget period	\$350,000.00
<b>24. Total Approved Cost Sharing or Matching, where applicable</b>	\$0.00
<b>25. Total Federal and Non-Federal Approved this Budget Period</b>	\$350,000.00
<b>26. Project Period Start Date 09/30/2023 - End Date 09/29/2026</b>	
27. Total Amount of the Federal Award including Approved Cost Sharing or Matching this Project Period	\$350,000.00

28. **Authorized Treatment of Program Income**  
Addition
29. **Grants Management Officer – Signature**  
LaShawna Smith on 09/21/2023

**30. Remarks**

## NOTICE OF AWARD (Continuation Sheet)

Date Issued: 9/21/2023 11:27:14 AM  
Award Number: 1 CE1HS52663-01-00



Notice of Award  
Award Number: 1 CE1HS52663-01-00  
Federal Award Date: 09/21/2023

## Healthcare Systems Bureau (HSB)

<b>31. APPROVED BUDGET: (Excludes Direct Assistance)</b> <input checked="" type="checkbox"/> Grant Funds Only <input type="checkbox"/> Total project costs including grant funds and all other financial participation		<b>33. RECOMMENDED FUTURE SUPPORT:</b> (Subject to the availability of funds and satisfactory progress of project)																																															
		<table border="1"><thead><tr><th>YEAR</th><th>TOTAL COSTS</th></tr></thead><tbody><tr><td colspan="2">Not applicable</td></tr></tbody></table>		YEAR	TOTAL COSTS	Not applicable																																											
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<b>32. AWARD COMPUTATION FOR FINANCIAL ASSISTANCE:</b>		<b>35. FORMER GRANT NUMBER</b>																																															
<table><tr><td>a. Authorized Financial Assistance This Period</td><td><b>\$350,000.00</b></td></tr><tr><td>b. Less Unobligated Balance from Prior Budget Periods</td><td></td></tr><tr><td>    i. Additional Authority</td><td>\$0.00</td></tr><tr><td>    ii. Offset</td><td>\$0.00</td></tr><tr><td>c. Unawarded Balance of Current Year's Funds</td><td>\$0.00</td></tr><tr><td>d. Less Cumulative Prior Award(s) This Budget Period</td><td>\$0.00</td></tr><tr><td>e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION</td><td><b>\$350,000.00</b></td></tr></table>		a. Authorized Financial Assistance This Period	<b>\$350,000.00</b>	b. Less Unobligated Balance from Prior Budget Periods		i. Additional Authority	\$0.00	ii. Offset	\$0.00	c. Unawarded Balance of Current Year's Funds	\$0.00	d. Less Cumulative Prior Award(s) This Budget Period	\$0.00	e. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	<b>\$350,000.00</b>	<b>36. OBJECT CLASS</b> 41.11																																	
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		<b>37. BHCNIS#</b>																																															
<b>38. THIS AWARD IS BASED ON THE APPLICATION APPROVED BY HRSA FOR THE PROJECT NAMED IN ITEM 14. FEDERAL AWARD PROJECT TITLE AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE AS:</b> a. The program authorizing statute and program regulation cited in this Notice of Award; b. Conditions on activities and expenditures of funds in certain other applicable statutory requirements, such as those included in appropriations restrictions applicable to HRSA funds; c. 45 CFR Part 75; d. National Policy Requirements and all other requirements described in the HHS Grants Policy Statement; e. Federal Award Performance Goals; and f. The Terms and Conditions cited in this Notice of Award. In the event there are conflicting or otherwise inconsistent policies applicable to the award, the above order of precedence shall prevail. Recipients indicate acceptance of the award, and terms and conditions by obtaining funds from the payment system.																																																	
<b>39. ACCOUNTING CLASSIFICATION CODES</b>																																																	
<table><thead><tr><th>FY-CAN</th><th>CFDA</th><th>DOCUMENT NUMBER</th><th>AMT. FIN. ASST.</th><th>AMT. DIR. ASST.</th><th>SUB PROGRAM CODE</th><th>SUB ACCOUNT CODE</th></tr></thead><tbody><tr><td>23 - 370CONS</td><td>93.493</td><td>23CE1HS52663</td><td>\$350,000.00</td><td>\$0.00</td><td>N/A</td><td>23CE1HS52663</td></tr></tbody></table>				FY-CAN	CFDA	DOCUMENT NUMBER	AMT. FIN. ASST.	AMT. DIR. ASST.	SUB PROGRAM CODE	SUB ACCOUNT CODE	23 - 370CONS	93.493	23CE1HS52663	\$350,000.00	\$0.00	N/A	23CE1HS52663																																
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NOTICE OF AWARD (Continuation Sheet)

Date Issued: 9/21/2023 11:27:14 AM  
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## HRSA Electronic Handbooks (EHBs) Registration Requirements

The Project Director of the grant (listed on this NoA) and the Authorizing Official of the grantee organization are required to register (if not already registered) within HRSA's Electronic Handbooks (EHBs). Registration within HRSA EHBs is required only once for each user for each organization they represent. To complete the registration quickly and efficiently we recommend that you note the 10-digit grant number from box 4b of this NoA. After you have completed the initial registration steps (i.e., created an individual account and associated it with the correct grantee organization record), be sure to add this grant to your portfolio. This registration in HRSA EHBs is required for submission of noncompeting continuation applications. In addition, you can also use HRSA EHBs to perform other activities such as updating addresses, updating email addresses and submitting certain deliverables electronically. Visit <https://grants3.hrsa.gov/2010/WebEPSEExternal/Interface/common/accesscontrol/login.aspx> to use the system. Additional help is available online and/or from the HRSA Call Center at 877-Go4-HRSA/877-464-4772.

## Terms and Conditions

**Failure to comply with the remarks, terms, conditions, or reporting requirements may result in a draw down restriction being placed on your Payment Management System account or denial of future funding.**

### Grant Specific Condition(s)

#### 1. Due Date: Within 120 Days of Budget Start Date

The award recipient must consult with the HRSA Project Officer and environmental reviewer to determine if other environmental compliance reviews are required for the proposed project. Additional information will be provided within 120 days of the Project Period Start Date to identify the extent of the information that will be needed for this specific project. This information may include an Environmental Assessment (EA) under NEPA, consultation under Section 106 of the National Historic Preservation Act with the State Historic Preservation Officer (SHPO) / Tribal Historic Preservation Officer (THPO) (and any other consulting parties if identified), a hazardous materials survey, Coastal Zone Consistency Determination, Floodplain Management, Environmental Justice, etc. The documentation must be completed and submitted to HRSA for review and approval. This condition must be approved and lifted from the Notice of Award prior to initiating any physical site preparation, demolition, alteration and renovation, or construction related to the project. Funds may only be drawn down for pre-construction activities, such as the purchase of moveable equipment, completion of architectural and engineering plans, licensing and permitting requirements, State Historic Preservation Office/Tribal Historic Preservation Office consultation, and preparation of the EA or related testing and surveys.

#### 2. Due Date: Within 60 Days of Budget Start Date

Within 60 days of the Project Period Start Date, submit a completed Environmental Information Document (EID Checklist) for the project, including a Flood Insurance Rate Map.

#### 3. Due Date: Within 60 Days of Budget Start Date

Property Documentation is Required. Within 60 days of Project Period Start Date, the award recipient must submit documentation (deeds, titles, local land records, etc.) describing ownership of the property.

#### 4. Due Date: Within 60 Days of Budget Start Date

Within 60 days of the Project Period Start Date, submit a revised construction schedule providing more detailed information and project milestones into HRSA's Electronic Handbook. Provide an overall project schedule, including the number of months for each of the following critical milestones within the three-year budget/project period (36 months): planning, obtain required permits and/or variances, meet Federal environmental and historic preservation requirements, awarding of contracts, alteration/renovation period, and expected project completion date. Describe the current status of the project including any steps that may have been accomplished to date and identify the person or entity accountable for each milestone. Contact the assigned Project Officer for additional information.

#### 5. Due Date: Within 60 Days of Budget Start Date

Within 60 days of Project Period Start Date, the award recipient must submit into HRSA's Electronic Handbook a revised SF-424C budget page, revised budget justification and revised equipment list, in accordance with the application guidance.

#### 6. Due Date: Within 60 Days of Budget Start Date

Within 60 days of the Project Period Start Date, the award recipient must submit schematic drawings including floor plan(s) and, if applicable to the project, a site plan that provide clear and complete information on the project into HRSA's Electronic Handbook to support the requested funding amount for this project. Floor plans/site plans must be drawn to scale including proposed exam rooms, waiting area, etc. Documents must include rough dimensions for major project components. Drawings should clearly identify the project components that are being proposed, as well as distinguishing improved space from unaffected space. Contact the assigned Project Officer for additional information.



## Grant Specific Term(s)

1. 45 CFR Part 75 applies to all federal funds associated with the award. Part 75 has been effective since December 26, 2014. All references to prior OMB Circulars for the administrative and audit requirements and the cost principles that govern Federal monies associated with this NOTICE OF AWARD (Continuation Sheet)

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award are superseded by the Uniform Guidance 2 CFR Part 200 as codified by HHS at 45 CFR Part 75.

2. As required by the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109–282), as amended by section 6202 of Public Law 110–252, recipients must report information for each subaward of \$30,000 or more in Federal funds and executive total compensation, as outlined in Appendix A to 2 CFR Part 170. You are required to submit this information to the FFATA Subaward Reporting System (FSRS) at <https://www.fsr.gov/> by the end of the month following the month in which you awarded any subaward. The FFATA reporting requirements apply for the duration of the project period and so include all subsequent award actions to aforementioned HRSA grants and cooperative agreement awards (e.g., Type 2 (competing continuation), Type 5 (non-competing continuation), etc.). Subawards to individuals are exempt from these requirements. For more information, visit: <https://www.hrsa.gov/grants/ffata.html>.
3. All post-award requests, such as significant budget revisions or a change in scope, must be submitted as a Prior Approval action via the Electronic Handbooks (EHBs) and approved by HRSA prior to implementation. Grantees under “Expanded Authority,” as noted in the Remarks section of the Notice of Award, have different prior approval requirements. See “Prior-Approval Requirements” in the DHHS Grants Policy Statement: <https://www.hhs.gov/sites/default/files/grants/grants/policies-regulations/hhsgps107.pdf>.
4. The funds for this award are in a sub-account in the Payment Management System (PMS). This type of account allows recipients to specifically identify the individual grant for which they are drawing funds and will assist HRSA in monitoring the award. Access to the PMS account number is provided to individuals at the organization who have permissions established within PMS. The PMS sub-account code can be found on the HRSA specific section of the NoA (Accounting Classification Codes). Both the PMS account number and sub-account code are needed when requesting grant funds. **Please note that for new and competing continuation awards issued after 10/1/2020, the sub-account code will be the document number.**

You may use your existing PMS username and password to check your organizations’ account access. If you do not have access, complete a PMS Access Form (PMS/FFR Form) found at: <https://pmsapp.psc.gov/pms/app/userrequest>. If you have any questions about accessing PMS, contact the PMS Liaison Accountant as identified at:

<http://pms.psc.gov/find-pms-liaison-accountant.html>

## Program Specific Term(s)

1. On September 15, 2010, the United States Department of Justice published revised Americans with Disabilities Act (ADA) regulations in the Federal Register that update and amend some of the provisions in the original 1991 ADA regulations (see <http://www.ada.gov/>). These changes include revised accessibility standards, called the 2010 Standards for Accessible Design (2010 Standards), which establish minimum criteria for accessibility in design and construction ([http://www.ada.gov/2010ADASTandards\\_index.htm](http://www.ada.gov/2010ADASTandards_index.htm)).
2. The award recipient must submit an annual Federal Financial Report with expense date for each consecutive twelve (12) month budget period. This report is submitted through the Payment Management System (PMS).
3. This Notice of Award (NoA) is issued to inform your organization of the awarding of Community Project Funding/Congressionally Directed Spending (CPF/CDS): Construction Projects (HRSA-23-117) funding. This funding is authorized by the FY 2023 Consolidated Appropriations Act (P.L. 117-328) for projects that relate to the construction and renovation (including equipment) of health care and other facilities. This award cannot be transferred to another entity.
4. Each budget has a Federal Percentage Share based upon the award amount and the total allowable costs. Grant funds can only be drawn down from the Payment Management System (PMS) as allowable costs are incurred. Unless otherwise authorized, draw down should be done in the same proportion as the grant is to total project costs in the approved budget. For example, for a project with a total allowable cost of \$100,000, and a federal contribution of \$75,000, the federal share is 75 percent. If \$100 in allowable costs are incurred, then \$75 of grant funds would be drawn down from PMS to pay this incurred cost, while the other \$25 will be paid by other sources of funds. The draw down percentage may be re-evaluated based on any modifications to the project that have been received from the grantee and approved by HRSA.
5. Equipment includes all moveable equipment that has a useful life of more than one year and a per-unit acquisition cost of \$5,000 or more, including information technology systems. Moveable equipment can be readily shifted from place to place without requiring a change in the utilities or structural characteristics of the space. Any equipment purchased with your CDS award must be procured, maintained, tracked, and disposed of in accordance with 45 CFR part 75.
6. Applicants that are NOT required to file a Notice of Federal Interest, still acknowledge with the receipt of the Notice of Award that the Federal interest exists in real property and equipment and will be maintained in accordance with 45 CFR Part 75 UNIFORM ADMINISTRATIVE REQUIREMENTS FOR AWARDS AND SUBAWARDS TO INSTITUTIONS OF HIGHER EDUCATION, HOSPITALS, OTHER NONPROFIT ORGANIZATIONS, or 45 CFR Part 75 UNIFORM ADMINISTRATIVE REQUIREMENTS FOR GRANTS AND COOPERATIVE AGREEMENTS TO STATE AND LOCAL GOVERNMENTS, as applicable. The recipient shall maintain adequate documentation to track

and protect the Federal Interest. For real property, adequate documentation will also include communications between the lessor and the lessee related to protecting such interest, in accordance with the standard award terms and conditions. Such documentation should be available for subsequent review by HRSA.

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7. The preferred method for accomplishing construction development is by soliciting for competitive bids and then selecting the lowest responsive and responsible bid (where the contractor has adequately responded to the terms, conditions, and specification of the bid and has the capability to satisfactorily perform the contract). However, some award recipients may wish to accomplish construction using their own work force (force account). The award recipient must justify the use of force account by demonstrating that it would be more cost effective and that qualified personnel are available to accomplish the work. Consultation with the Project Officer is needed to determine if force account labor will be permitted.
8. If a Notice of Federal Interest (NFI) is required, HRSA's Federal interest is subordinate to all pre-existing mortgages or obligations recorded against the property. HRSA's Federal interest is also subordinate to loans and obligations identified in the application as sources of financing for the project. Future modifications and new mortgages and obligations will require prior approval.
9. You will need to submit a pre-award prior approval request to HRSA for review of any costs incurred up to 90 day prior to the Consolidated Appropriations Act, 2023 (P.L. 117-328; enacted December 29, 2022). Please refer to HRSA-23-117 for further guidance.
10. The award recipient does not have expanded authority under this program. Items that require prior approval from the awarding office as indicated in 45 CFR Part 75. HRSA has not waived cost-related or administrative prior approvals for recipients unless specifically stated on this Notice of Award] or 45 CFR Part 75, or the HHS Grants Policy Statement Prior-Approval Requirements, must be submitted in through the Electronic Handbook. Only responses to prior approval requests signed by the GMO and authorized under a Notice of Award are considered valid. award recipients who take action on the basis of responses from other officials do so at their own risk. Such responses will not be considered binding by or upon the HRSA.  
HRSA requires award recipients to seek prior approval through the Electronic Handbook for: (a) all pre-award costs, (b) rebudgeting of funds between construction and nonconstruction work; (c) rebudgeting of project costs exceeding 25 percent of the total approved budget (inclusive of direct and indirect costs and Federal funds and required matching or cost sharing) for that budget period; (d) changes in project scope, which occurs when the recipient proposes to change (or changes) the objectives, aims, or purposes identified in the approved application, including changing location, changing the approved design under a construction grant, eliminating a primary care delivery site, or making budget changes that cause a project to change substantially from that which was approved. Approval of a prior approval request may be conditioned by new terms and conditions that must be met and lifted from the Notice of Award prior to implementing work.
11. An award recipient may acquire a variety of commercially available goods or services in connection with a grant-supported project or program. Award recipients may use their own procurement procedures that reflect applicable state and local laws and regulations, as long as those procedures conform to the following applicable U.S. Department of Health and Human Services (HHS) regulations: HHS regulations at 45 Code of Federal Regulations (CFR) 75 UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR HHS AWARDS. States must follow the requirements at Title 45 CFR 75. Generally, States must follow the same policies and procedures they use for procurements from non-Federal funds. Local and Tribal governments must follow the requirements at 45 CFR 75.
12. All program income generated as a result of awarded funds must be used for approved project-related activities. Any program income earned by the recipient must be used under the addition/additive alternative. Additional requirements found at 45 CFR § 75.307.
13. Although this NoA approves funds for the project(s) identified in the submitted application, HRSA may take action to withdraw the approval and funds for the project(s) if subsequent events lead HRSA to conclude that a project as originally proposed is ineligible or cannot be completed. Subsequent events could include, but are not limited to, non-compliance with the implementation of the project (such as excessive drawdown, improper procurement, conflicts of interests, etc.), significant changes to the location or physical scope of the project without prior approval, or the identification of previously undocumented environmental or historic preservation issues that lead the HRSA to conclude that the proposed project cannot be carried out consistent with the eligibility and program requirements. If this occurs, please contact the assigned Project Officer to discuss.

## Standard Term(s)

1. Your organization is required to have the necessary policies, procedures, and financial controls in place to ensure that your organization complies with all legal requirements and restrictions applicable to the receipt of federal funding, per HRSA [Standard Terms](#) (unless otherwise specified on your Notice of Award), and [Legislative Mandates](#). The effectiveness of these policies, procedures, and controls is subject to audit.

## Reporting Requirement(s)

1. **Due Date: Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 90 days after end of reporting**



The recipient must submit, within 90 days after budget period end date, an annual Federal Financial Report (FFR). The report should reflect cumulative reporting within the project period of the document number. **All FFRs must be submitted through the Payment Management System (PMS).** Technical questions regarding the FFR, including system access should be directed to the PMS Help Desk by submitting a

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ticket through the self-service web portal ([PMS Self-Service Web Portal](#)), or calling 877-614-5533.

2. **Due Date: Within 90 Days of Project End Date**

Within 90 days of project completion, the award recipient must submit into HRSA's Electronic Handbook a final SF-424C budget page, budget justification, and equipment list (if applicable), for the completed project.

3. **Due Date: Within 90 Days of Project End Date**

Within 90 days of project completion, the award recipient must scan and upload photographs, with brief descriptions, of the project prior to initiating work, during renovation/construction, and of the completed project, including exterior shots (front, rear of building), major rooms and examples of grant provided major equipment items, into the EHB for the approved project.

4. **Due Date: Within 90 Days of Project End Date**

Within 90 days of project completion, the award recipient will submit documentation for the approved project certifying that the project have been completed in accordance with the previously provided certified documents and in accordance with all mandatory requirements imposed on+D3 federally-assisted projects by specific laws enacted by Congress, Presidential Executive Orders, or Departmental Policy, as well as all applicable program standards, State codes, and local codes and ordinances.

5. **Due Date: Semi-Annually (Budget Period) Beginning: Budget Start Date Ending: Budget End Date, due 30 days after end of reporting period.**

The award recipient will submit a semi-annual Progress Report for the approved project(s) into the HRSA Electronic Handbook (EHB) approximately every six months until the project is completed.

6. **Due Date: Within 90 Days of Project End Date**

The award recipient must submit within 90 days after the project end date the SF-428 (Tangible Personal Property Report) with the SF-428B (Final Report Attachment) and if applicable the SF-428S (Supplemental Sheet). These documents must be completed using the Electronic Handbooks (EHBs). The award recipient is required to report federally-owned property, acquired equipment with an acquisition cost of \$5,000 or more for which HRSA has reserved the right to transfer title, and residual unused supplies with total aggregate fair market value exceeding \$5,000. Records for equipment acquired with Federal funds shall be retained for three years after final disposal.

**Failure to comply with these reporting requirements will result in deferral or additional restrictions of future funding decisions.**

**Contacts**

**NoA Email Address(es):**

Name	Role	Email
Chris Mcbeath	Program Director	chris.mcbeath@connorsstate.edu
Krystle Lane	Authorizing Official	kdlane@connorsstate.edu
Chris Mcbeath	Point of Contact	chris.mcbeath@connorsstate.edu

Note: NoA emailed to these address(es)

All submissions in response to conditions and reporting requirements (with the exception of the FFR) must be submitted via EHBs. Submissions for Federal Financial Reports (FFR) must be completed in the Payment Management System (<https://pms.psc.gov/>).



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

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

## Connors State College

College/University from which Request for Interim Approval Originated

1. 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 without 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.)

Approval is requested for the clinical nursing contract with the Pleasant Valley Health Center. Nursing student clinical rotations are scheduled to start on Oct. 1, 2023.

☐

- (c) The matter has significant economic implications for institutional resources and/or properties without 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.)

☐

- (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.)

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):
3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ \_\_\_\_\_
4. Identify the fund or funds to be used in covering the cost stated above. \_\_\_\_\_
5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. \_\_\_\_\_
6. \_\_\_\_\_

(Optional) Signature of Requesting Administrator

  
(Required) Signature of President

\_\_\_\_\_  
Date

9.26.2023  
Date

=====

**DO NOT COMPLETE FIELDS BELOW.**

**FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER ONLY.**

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

REMARKS:

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

REMARKS:



Jason Ramsey  
09/27/2023 14:14 CDT

\_\_\_\_\_  
Signature of the Chief Executive Officer or  
his designated representative

\_\_\_\_\_  
Date

**A CLINICAL ROTATION AGREEMENT****between****PLEASANT VALLEY HEALTH CENTER**1120 Illinois St  
Muskogee, OK 74403**and****CONNORS STATE COLLEGE**

**THIS AGREEMENT** is made and entered into as of July 1, 2023 between Connors State College (the "School"), and **PLEASANT VALLEY HEALTH CENTER** (the "Facility").

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

2. **Term.** The term of this Agreement shall be for the period of the Clinical Rotations, approximately three (3) years, commencing August 1, 2023, and ending July 31, 2026, unless terminated earlier as provided in this Agreement. After the initial term, this Agreement shall continue in effect for additional periods of six (6) month each unless one party notifies the other at least sixty (60) days prior to the end of the initial term or any extended term of its intent to terminate this Agreement at the end of such term, in which event this Agreement shall terminate at the end of the then current term. However, notification by a party of its intent not to renew shall not affect students currently enrolled and participating in Clinical Rotations.

3. **Responsibilities of the School.**

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

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

c. The School shall provide a roster of the names of the Clinical Instructor, Instructors and Students (the "Roster"), along with a rotation schedule, to \_\_\_\_\_ at the Facility before the Clinical Rotations begin.

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

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

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

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

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

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

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

4. Responsibilities of the Facility.

a. The Facility shall designate a Facility employee to serve as its coordinator (the "Facility Coordinator") for the Clinical Rotations and to work directly with the Clinical Instructor and Instructors to plan and coordinate the Clinical Rotations. The Facility may also designate one or more employees to serve as Clinical Instructors.

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



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

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

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

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

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

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

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

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

a. Each Student is currently enrolled at the School. Students who are under 18 years of age have obtained written permission of a parent or guardian to participate in the Clinical Rotation; if the Student is an emancipated minor, then the Student has

furnished written authorization to participate in the Clinical Rotation.

b. Students are required to wear uniforms with name badges issued by the School, be well-groomed and make a neat appearance while at the Facility.

c. A Student may perform duties and procedures for which he or she has been prepared academically, but not any others.

d. The School shall continuously monitor and evaluate the competence and performance of each Student and shall remove from a Clinical Rotation any Student who School becomes aware is not competent or qualified to participate in the Clinical rotation.

e. The Instructors are duly licensed to practice Nursing in Oklahoma; the license of each Instructor is unrestricted; and each Instructor must keep his or her license current, in good standing and unrestricted during the entire term of this Agreement.

f. The Instructors are experienced, qualified and currently competent to provide the services that are required of them for the Clinical Rotations and any services required of them under this Agreement.

g. The School has provided the Clinical Instructor, Instructors and Students with training on the Facility's policies and procedures with respect to protected health information that is necessary and appropriate for them to carry out the activities contemplated by this Agreement as required by applicable provisions of the Health Information Portability and Accountability Act of 1996 and regulations.

h. The School has not been excluded, debarred, or otherwise made ineligible to participate in any federal healthcare program as defined in 42 USC § 1320a-7b(f).

i. All information that has been furnished to the Facility concerning the School, Students and Instructors is true and correct to the best of the School's knowledge.

j. All representations and warranties in this Agreement shall remain true and correct during the term of this Agreement. If any of the representations and warranties become inaccurate in any way, the School shall promptly notify the Facility.

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

8. Insurance Coverage.

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

9. Termination.

a. **Termination for Cause.** The Facility may immediately terminate this Agreement for cause upon notice to the School upon the occurrence of any of the following events: (i) the failure of the School to maintain insurance coverage as required by this Agreement; or (ii) the School fails to bar a Student from participating in a Clinical Rotation after the Facility has informed the School to remove a Student for reasons permitted under this Agreement.

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

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

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

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

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

14. HIPAA Compliance.

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

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

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

16. Non-Discrimination. Except to the extent permitted by law, the School, Instructors and Students shall not discriminate on the basis of race, color, creed, sex, age, religion, national origin, disability or veteran's status in the performance of this Agreement. The

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

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

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

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

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

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

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

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

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

**AGENCY:**

*Dorrie Ann  
Pleasant Valley*

**COLLEGE:**

*RR*  
CONNORS STATE COLLEGE  
By: Dr. Ronald Ramming  
President

*Diana Mashburn*  
CONNORS STATE COLLEGE  
By: Diana Mashburn, Ph.D., RN-BC, CNE  
Director of Nursing & Allied Health

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

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

## Connors State College

College/University from which Request for Interim Approval Originated

1. 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 without 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.)

Approval is requested to purchase a used 44-51 passenger bus as quickly as possible to replace the aging 2003 Van Hool bus which is currently down for transmission electronics and is breaking down frequently and interrupting missions this Fall '23 season.

☐ (c) The matter has significant economic implications for institutional resources and/or properties without 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.)

☐ (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.)

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 final purchase orders and proceed to selection if an appropriate replacement within budgetary limits can be found.

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ 150,000

4. Identify the fund or funds to be used in covering the cost stated above. E&G 290 funds

5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. \_\_\_\_\_

6.

\_\_\_\_\_  
(Optional) Signature of Requesting Administrator

  
(Required) Signature of President

\_\_\_\_\_  
Date

9-26-2023  
Date

=====

**DO NOT COMPLETE FIELDS BELOW.**

**FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER ONLY.**

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

REMARKS:

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

REMARKS:



Jason Ramsey  
09/27/2023 14:14 CDT

\_\_\_\_\_  
Signature of the Chief Executive Officer or  
his designated representative

\_\_\_\_\_  
Date



SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF SEPTEMBER 30, 2023

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	\$ -	0	\$ -	0	\$ -
FEDERAL	0	\$ -	0	\$ -	0	\$ -	0	\$ -
PRIVATE	0	\$ -	0	\$ -	0	\$ -	0	\$ -
AUXILIARY	0	\$ -	0	\$ -	0	\$ -	0	\$ -
OTHER	0	\$ -	0	\$ -	0	\$ -	0	\$ -
TOTAL	-	\$ -	0	\$ -	-	\$ -	0	\$ -

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION  
FTE Employee Report <sup>1</sup>

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

From: Connors State College  
Institution Dr. Ron Ramming  
President

Subject: FTE Employee Report for the Fiscal Quarter Ending 9/30/2023  
Mo. Day Yr.

The following information is provided pursuant to 74 O.S. 1981, Section 3602. <sup>2</sup>

Educ. & Gen Budget Part I (290)				Educ. & Gen Budget Part II (430)				Agency Accounts Other (701)				Sub-Total			Total FTE
Faculty		Other		Faculty		Other		Faculty		Other		Faculty	Other		
		Regular	Student			Regular	Student			Regular	Student				
61	66	2		0	7	1		5	12	7		66	85	10	161
84	65	3		0	8	1		4	9	13		88	82	17	187
-23	1	-1		0	-1	0		1	3	-6		-22	3	-7	-26
59	66	3		0	8	0		3	8	10		62	82	13	157

90<sup>A</sup> FTE Employees for Reported Fiscal Quarter 1

B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter.

C. Increase or Decrease in FTE Employees (Item A minus Item B)

D. Comparable Quarter Last Year

<sup>1</sup> File with State Regents' office by the tenth of the month following the end of the calendar quarter being reported.

<sup>2</sup> The term employee shall mean "a full time employee or any number of part time employees whose combined weekly hours of employment equal those of a full time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing by 487.5 hours (162.5 hours per month multiplied by three months) the total payroll hours (excluding seasonal employees) for the quarter.

<sup>3</sup> This figure reflects the total number of FTE Employees for the main campus, branch campus(es) and all constituent agencies.

**VII. PUBLIC COMMENTS**

Chair Hall said there were none registered to comment, so the Board continued with its business.

## **VIII. COMMITTEE REPORTS**

A. Academic Affairs, Policy and Personnel Committee

*None*

B. Audit, Risk Management and Compliance Review Committee

*None*

C. Fiscal Affairs and Plant Facilities Committee

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

D. Planning and Budgets Committee

*None*

E. Regents Steering Committee – Langston University Presidential Search

1. Announcement of search committee members and progress update for search process

Regents Steering Committee Chair Taylor said the Committee recently finalized the membership of the Langston University Presidential Search Committee, a listing of which is included with today's meeting materials. He said there has been excellent communication and partnership with the executive search firm, WittKieffer. The search process is progressing smoothly, with the first full meeting of the search committee scheduled for November 9 on the campus of Langston University. More information about the search process can be found on the Board of Regents' website at regents.okstate.edu. (The Langston University Presidential Search Committee Membership document is identified as ATTACHMENT A and attached to this portion of the minutes.)

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

D. Personnel Actions

1. Personnel item provided for informational purposes only

(The Personnel Actions document is identified as ATTACHMENT B and attached to this portion of the minutes.)

G. Reports/Comments/Recommendations by Chief Executive Officer

1. Approval of Board of Regents 2024 Legislative Agenda

Ms. Jessica Russell presented this Item and said there has been a lot of activity at the State Capitol over the past few weeks. Board and institution staff have participated in a number of interim studies - the A&M institutions have all been very well represented at the Capitol. The presidents in the

A&M System are truly leaders in the State's higher education system and everyone looks to them, which was really apparent in the interim studies. She said she appreciates the A&M presidents and everything they do to advocate for higher education with members of the legislature. She expressed appreciation to Ms. Karlee Belle Gholson and Mr. Jason Ramsey for their assistance in preparing the 2024 Legislative Agenda. She said it was a very collaborative process and they also worked with the presidents to develop the institutional priorities. She highlighted a few points on the handout, noting the A&M System's support of the OSRHE's continued efforts to increase degrees and access to higher education across the state and in key workforce development areas.

Another noteworthy item is their pursuit of legislative support to extend the provisions of the Oklahoma Equal Opportunity Education Scholarship to include public colleges and universities. She said Mr. Ramsey has been very instrumental in the development of this item. Currently, the provision is only available to private common education schools, whose students receive a college preparatory education but then do not fall within parameters to receive needs-based scholarships. If this effort is successful, it would incentivize donors to give to higher education foundations to fund needs-based scholarships, an area in which fundraising can sometimes be challenging. She said they are very excited to work on that issue in the coming year. They also plan to continue supporting concurrent enrollment programs, which are strong at all the A&M institutions. They will work on getting more support for the advancement of the Cooperative Extension and Research Experiment Stations for LU and OSU, which is a major priority for both institutions. She said the interim study mentioned by President Stafford earlier in the meeting about deferred maintenance at institutions—particularly rural institutions—has had a lot of discussion around it with legislators. The rising rates of risk management premiums continue to be problematic for the institutions, but they are making progress through a lot of conversations, and she hopes to see positive results in this area in 2024. Lastly, she said they will continue to seek increased funding for operational costs for all the institutions. (The 2024 Oklahoma A&M Regents Legislative Agenda is identified as ATTACHMENT C and attached to this portion of the minutes.)

Regent Callahan moved and Regent Milner seconded to approve the 2024 Oklahoma A&M Regents Legislative Agenda as presented under Item G-1.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

L. Meeting adjournment

Regent Taylor moved and Regent Milner seconded to adjourn the meeting at approximately 11:28 a.m.

Those voting Aye: Board Members Baetz, Callahan, Davis, Hall, Milner, Taylor, and Walker. No: None. Abstentions: None. Absent: Arthur and Harrel. The motion carried.

## 2023-2024 Langston University Presidential Search Committee Membership

Category and No. serving in each	Appointments
<b>Regents (3)</b>	<ul style="list-style-type: none"> <li>• Mr. Billy G. Taylor – Committee Chair</li> <li>• Mrs. Blayne Arthur</li> <li>• Mr. Cary Baetz</li> <li>• Mr. Joe D. Hall – ex-officio, Board Chair</li> <li>• Mr. Jason Ramsey – ex-officio, Board CEO</li> </ul>
<b>Board of Trustees for LU-OKC and LU-Tulsa Representative (1)</b>	<ul style="list-style-type: none"> <li>• Mrs. Avilla Williams – Trustee and President of Integris Health Edmond; Term: 2019-2026</li> </ul>
<b>Alumni (2)</b>	<ul style="list-style-type: none"> <li>• Ms. Carolyn Hill – LU Class of 1988, Communication &amp; Broadcast Journalism Major. Hometown: Tulsa, OK</li> <li>• Mr. David Stephens – LU Class of 1982, Accounting Major. Hometown: Muskogee, OK</li> </ul>
<b>Faculty (2)</b>	<ul style="list-style-type: none"> <li>• Dr. Kj. Abraham – Associate Professor of Biology</li> <li>• Dr. Christianna Howard-Smith – Associate Professor of Biology</li> </ul>
<b>Students (2)</b>	<ul style="list-style-type: none"> <li>• Mr. Nathanael Rakestraw-Edwards – Senior, Organizational Leadership Major/Management concentration, President of SGA, LU Marching Pride. Hometown: Chicago, IL</li> <li>• Ms. Hannah Wall – Senior, Biology Major, VP of SGA, Student Senator. Hometown: Balko, OK</li> </ul>
<b>Staff (1)</b>	<ul style="list-style-type: none"> <li>• Mr. Kavaris Sims – Asst. Dean of Students for Conduct and Res. Life</li> </ul>
<b>Administrator (1)</b>	<ul style="list-style-type: none"> <li>• Mrs. Theresa Powell – Vice President for Operations</li> </ul>
<b>LU-OKC Representative (1)</b>	<ul style="list-style-type: none"> <li>• Dr. Corey Moore – Dept. Chair &amp; Professor of Rehabilitation &amp; Disability Studies</li> </ul>
<b>LU-Tulsa Representative (1)</b>	<ul style="list-style-type: none"> <li>• Ms. Diana Sharp – Administrative Specialist III in Dept. of Academic Affairs</li> </ul>
<b>At-Large Representatives (3)</b>	<ul style="list-style-type: none"> <li>• Mr. Andy Lester – Former A&amp;M Regent, former State Regent, strong supporter of LU</li> <li>• Mr. Sherman Lewis – LU Alumni, Largest Donor, School of Agriculture named for him</li> <li>• Mr. Michael Thompson – LU Alumni, former OK Secretary of Safety &amp; Security, Commissioner of DPS</li> </ul>
<b>Total Members: 19</b>	



## ATTACHMENT B

### PERSONNEL ACTIONS

October 20, 2023, Board Meeting

#### **Office of Legal Counsel**

*For information only:*

- **Katie McCool**, separation effective 11/1/2023.



# 2024 OKLAHOMA A&M REGENTS LEGISLATIVE AGENDA

*The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges recognizes the value of a strong higher education system and is committed to service, quality programs, efficient operations, and accountability to the people of Oklahoma in providing access to high quality educational opportunities.*

## FAST FACTS:

**Nearly 90% of Oklahomans** who graduate from a state system university or college remain and work in the state.

For every dollar of state appropriations invested, the state system of higher education generates \$9.40 in economic output.

Of Oklahoma's 100 critical occupations, the **top 29 highest-paying jobs require an associate degree or higher**, and all of the top 10 require a bachelor's degree or higher.

**More than 92% of Oklahoma's Promise graduates** earning an associate or bachelor's degree are employed in the state one year after graduation, and over **90% are still employed in Oklahoma** five years later.

**Over 40,000 students** attend the A&M institutions annually.

## SYSTEM GOALS AND PRIORITIES:

### HIGHER EDUCATION BUDGET

- Support State Regents' budget request for strategic increased funding in the areas of workforce development, degree completion initiatives, and merit salary increases.

### POLICY ISSUES

- Encourage the coordination and alignment of educational and industry priorities to assure the state is meeting critical workforce needs.
- Seek legislative support to extend the provisions of the Oklahoma Equal Opportunity Education Scholarship to include public colleges and universities to provide tuition assistance for students with financial need.
- Champion the Oklahoma's Promise scholarship program to increase scholarship access and participation allowing more students to attend college.
- Prioritize increased STEM education opportunities that are vitally important to economic growth and

workforce development in the state for students across the educational system.

- Maintain the current law related to weapons on campus that provides for local control by institutional presidents.
- Support concurrent enrollment programs that provide access to high school students and strengthen student preparation leading to reduced costs and time to a completed degree.

## INSTITUTIONAL PRIORITIES:

- Support the advancement of the Cooperative Extension service and Research Experiment Stations – vitally important programs that provide services statewide through Langston University and Oklahoma State University.
- Seek continued support to advance the mission and strengthen the College of Veterinary Medicine in order to address Oklahoma's critical shortage of food animal veterinarians.
- Support the continued expansion of the OSU Academic Health Center Campus and growth of system healthcare workforce related programs.
- Maintain a continued focus on excellence in aerospace research, development and education programs. Secure new and ongoing long-term state and private partnerships that further advance aerospace in the state.
- Support investment in existing infrastructure to modernize campus facilities.
- Seek support to stabilize state risk management premiums.
- Seek funding initiatives to address increased operations costs including but not limited to merit pay raises, campus security, rising utility costs and increased health insurance premiums.

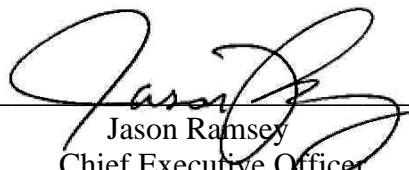


BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES

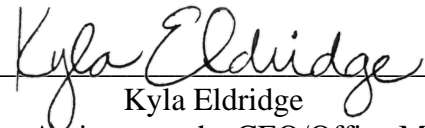
By: \_\_\_\_\_

  
Joe D. Hall  
Board Chair

ATTEST:

  
Jason Ramsey  
Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges on December 1, 2023.

  
Kyla Eldridge  
Executive Assistant to the CEO/Office Manager