



# MINUTES

of the

**April 26, 2024, Regular Meeting**

of the

**Board of Regents *for the***

**Oklahoma Agricultural & Mechanical Colleges**

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS  
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
APRIL 26, 2024**

*Notice of this meeting was filed with the Oklahoma Secretary of State on November 1, 2023.*

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Calcagno Family Ballroom in the Student Union on the campus of Northeastern Oklahoma A&M College in Miami, Oklahoma, on April 26, 2024.

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

Board members absent: Mrs. Blayne Arthur and Mr. Jimmy Harrel, Vice Chair.

Board staff present: Mr. Jason Ramsey, Chief Executive Officer; Ms. Brandee Hancock, Deputy General Counsel; Ms. Michelle Finley, Chief Audit Executive; 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 10:22 a.m.

**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 Milner moved and Regent Taylor seconded to approve the Order of Business as presented.

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

**B. Approval of minutes of the Regular Board Meeting held March 8, 2024**

Regent Walker moved and Regent Davis seconded to approve the minutes of the March 8, 2024, Regular Board Meeting as presented.

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

**C. Approval of minutes of the Special Board Meeting held April 11, 2024**

Regent Taylor moved and Regent Davis seconded to approve the minutes of the April 11, 2024, Special Board Meeting as presented.

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

D. Announcement of next Regular Board Meeting

Chair Hall announced that the Board's next Regular Meeting will be held on June 14, 2024, in the Atrium within the Helmerich Research Center located at 526 North Elgin Avenue on the campus of Oklahoma State University-Tulsa in Tulsa, Oklahoma.



**ORDER OF BUSINESS**  
**OSU/A&M Board of Regents**  
**Regular Board Meeting**

**April 26, 2024**

**Calcagno Family Ballroom  
Student Union  
Northeastern Oklahoma A&M College  
Miami, Oklahoma**

*A Secretary of State notice for this meeting was filed on November 1, 2023.*

**BOARD BUSINESS:**

- [illegible]

## **BUSINESS WITH COLLEGES AND UNIVERSITIES:**

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

## PUBLIC COMMENTS

None

### COMMITTEE REPORTS:

1. Academic Affairs, Policy and Personnel Committee
2. Audit, Risk Management and Compliance Review Committee
3. Fiscal Affairs and Plant Facilities Committee
4. Planning and Budgets Committee

**OTHER BOARD BUSINESS:**

1. Reports or recommendations by the Chief Executive Officer
  - a. General Business
  - b. General Counsel
  - c. Chief Audit Executive



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

**April 26, 2024 – 10:00 a.m.**

**Calcagno Family Ballroom, Student Union  
Northeastern Oklahoma A&M College  
Miami, Oklahoma**

*Notice of this meeting was filed with the Secretary of State on November 1, 2023. 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. Request approval of minutes for the Regular Board Meeting held March 8, 2024
- C. Request approval of minutes for the Special Board Meeting held April 11, 2024
- D. Announcement of next Regular Board Meeting to be held on June 14, 2024, in the Atrium of the Helmerich Research Center on the campus of OSU-Tulsa, located at 526 North Elgin Avenue in Tulsa, Oklahoma

**II. 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. Alicia Murray
- C. Policy and Operational Procedures
  - 1. Request approval to award a posthumous Honorary Bachelor of Nursing Degree to Alicia Murray
- 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 items provided for informational purposes only

E. Instructional Programs

1. Request approval of program modifications within the A.S. Criminal Justice, B.S. Agribusiness, B.S. Psychology, and B.S. Agronomy degree programs

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

*None*

G. Other Business and Financial Matters

*None*

H. Contractual Agreements (other than construction and renovation)

1. Request approval to renew a contract for food services with Great Western Dining

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. 2024 Out-of-State Travel Summary
2. 3rd Quarter FTE Report

### **III. 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 Dr. Perry Sanders

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 modify and extend the appointment of Chris Wright, Head Men's Basketball Coach

E. Instructional Programs

1. Request approval to submit a new program request for an embedded certificate in Public Health
2. Request approval to submit program modifications for the B.S. of Science in Public Health and the B.S. of Science in Health Administration

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
2. Request approval to dissolve the Langston University Development Fund

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 process purchase orders to approved contracted vendors for Summer Make Ready (SMR) work 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. 3rd Quarter FTE Report

**IV. OKLAHOMA STATE UNIVERSITY**

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

1. Remarks by President Kayse Shrum
2. Polytech Presentation by Kyle Wray, Senior Vice President for System Affairs

B. Resolutions

1. Request adoption of Memorial Resolutions for Vernon Mast and Lawrence Pasternack

C. Policy and Operational Procedures

1. Request approval to update the Oklahoma State University Student Code of Conduct

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

1. Request approval of curricular changes including new degrees, program modifications, etc.

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

*None*

G. Other Business and Financial Matters

1. Request approval of peace officer actions
2. Request approval to grant the President of Oklahoma State University the authority to enter into and execute a lease agreement
3. Request approval to authorize the OSU-Tulsa administration to enter into a Letter of Intent for a land swap agreement with the Tulsa Housing Authority (OSU-TUL)

H. Contractual Agreements (other than construction and renovation)

*None*

I. New Construction or Renovation of Facilities

1. Request approval to select an architectural firm to assist with the design and construction of research facilities at the Agronomy Station
2. Request approval to select a construction management firm to assist with the design and construction of research facilities at the Agronomy Station
3. Request approval to increase the budget for the Transportation Operation and Maintenance Facility

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

1. Request approval of sole source & special request purchasing items (OSU-System)
2. Request approval of revolving & appropriated funds purchasing items (OSU-System)
3. Request approval of auxiliary enterprises funds purchasing items (OSU-System)
4. 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

1. Recognition Agreements for interior spaces

**V. CONNORS STATE COLLEGE**

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

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

B. Resolutions

*None*

C. Policy and Operational Procedures

1. Request approval for the revised Connors State College Student Handbook
2. Request approval for the revised Weather and Emergency Notification Policy in the Connors State College Course Catalogue

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 provided for informational purposes only

E. Instructional Programs

1. Request approval for modification of the Licensed Practical Nursing certificate

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

*None*

G. Other Business and Financial Matters

*None*

H. Contractual Agreements (other than construction and renovation)

1. Request approval to enter a clinical affiliation agreement effective February 2024 for a term of one year, and to renew an existing clinical affiliation agreement for FY 2025

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 and install Uninterruptible Power Supply units in all network closets to mitigate the effects of power fluctuations

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 Summaries for February and March 2024
2. 3rd Quarter FTE Report

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

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

1. Remarks by President Kyle Stafford
2. 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 action; items not requiring Board action are included for informational purposes only

E. Instructional Programs

1. Request approval of program curricular changes

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 grant funds, including payment of administrative allowance at year-end, according to grant guidelines
2. Request approval to enter into a Gift in Place Agreement with the NEO Development Foundation to construct a covered hitting facility located next to the NEO Baseball Field
3. Request approval to name the covered batting facility the "Gary and Cathy Ward Player Development Facility"

H. Contractual Agreements (other than construction and renovation)

1. Request approval to enter into an agreement with Crawford and Associates to provide services related to the preparation of financial statements and financial consulting assistance for an amount up to \$85,000

I. New Construction or Renovation of Facilities

1. Request approval for the demolition of a campus-owned house located at 414 I Street NE, Miami, Oklahoma, at no expense to NEO

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

*None*

K. Student Services/Activities

*None*

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. Out-of-State Travel Summaries for February and March 2024
2. 3rd Quarter FTE Report

## VII. PUBLIC COMMENTS

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

*(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

*(All business discussed by this Committee was presented during the business of Connors State College, Langston University, and Oklahoma State University.)*

### B. Audit, Risk Management and Compliance Review Committee

*None*

### C. Fiscal Affairs and Plant Facilities Committee

1. Recommendation regarding revisions to Board Policy 2.07, "Uniform and Integrated Purchasing and Contracting"

### D. Planning and Budgets Committee

*None*

## 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

1. Request approval of revisions to Board Policy 1.07, "Operations of the Executive/Administrative Office"

- a. 2024 Organizational Chart for the Offices of the Board of Regents *(provided for information only)*

### 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 a personnel action for the Executive/Administrative Office; one item not requiring Board action is included 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

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

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

President Julie Dinger 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 section and considered a part of these minutes.)

### **A-1 Remarks by President Julie Dinger**

President Dinger said the “Doc” Gardner Memorial Rodeo competition began last night. Several OPSU students are in contention for a national competition later this summer. She thanked Women’s Rodeo Coach Shelbie Rose, who was recently recognized as Coach of Year for the Central Plains Region for the fourth year in a row, and Head Rodeo Coach Robert Etbauer, who is a legend not just at OPSU but nationally.

### **A-2 Panhandle Magazine**

President Dinger referenced the cover story of the *Panhandle* magazine which features OPSU alumnus Brooke Smith. Ms. Smith was recently named the Director of Nursing for the Memorial Hospital of Texas County. President Dinger said OPSU’s RN to BSN program has been a success because of their partnership with community colleges in Oklahoma. OPSU provides a 100 percent tuition match for graduates from institutions such as Northeastern Oklahoma A&M College so those students do not pay a dollar more in tuition to attend OPSU than at their home community colleges. OPSU stood out to Ms. Smith because of its emphasis on rural nursing education. President Dinger said she is happy to announce OPSU is expanding their scholarship program by partnering with Seward County Community College in Liberal, Kansas, and Amarillo Community College in Amarillo, Texas. She hopes this will continue to help their program’s success. President Dinger expressed her gratitude to OPSU’s nursing faculty for their help to identify these partners.

President Dinger noted pages 6 and 7 highlight OPSU’s Academic Resource Center and its staff: MaKenze Anderson, Laci Unruh, and Robert Crawley. These staff members provide counseling, testing services, disability services, tutoring, and more, all of which help with retention efforts on campus.

President Dinger said page 8 has an article on OPSU’s Student Union renovation project, for which everyone on campus is excited. The renovations are set to begin on the day after graduation on May 11. President Dinger said she is grateful to the Nash Foundation and the OPSU Alumni Friends Association (OPSUAFA). The Nash Foundation made a generous donation to OPSU to help expand the Student Union patio, and the OPSUAFA identified the Student Union renovation project as its Century Club project for this year and will help raise funds for the rest of the year for the Alumni Lounge.

President Dinger said page 10 highlights the Golden Mesa Casino (GMC) which has been a great partner for OPSU since joining the community a few years ago. GMC helps find scholarships for students through OPSU’s micro-credentials program, which they helped develop. They also

provide internships and fast-track hiring for OPSU students and graduates. President Dinger said they look forward to continuing their relationship with GMC.

President Dinger referenced page 12 which shows two new inductees into the Panhandle State Alumni Association (PSAA) Hall of Fame: Ms. Marie Pool and Mr. Carl Huddleston, both of whom are outstanding leaders in science, technology, engineering, and math (STEM). Ms. Pool has been an educator in Oklahoma for her entire career and has received multiple Teacher of the Year awards as well as Presidential recognition for excellence in teaching in math and science. Mr. Huddleston has served with the National Aeronautics and Space Administration's (NASA) space program for 25 years and helped OPSU build a network for its graduates to work at NASA. He has received numerous awards throughout his career, most recently the Space Flight Awareness Award in 2022, which is one of the highest honors in NASA. President Dinger said it was great to meet these individuals, speak with their families, and hear stories about how OPSU impacted their lives. President Dinger said she is grateful to Ms. Pool and Mr. Huddleston for all they've done for Oklahoma and the world.

Lastly, President Dinger referenced the story on page 15 about the 20 OPSU students being welcomed into the Chi Alpha Sigma Athletic Honors Society two weeks ago.

**B-1    Adoption of Memorial Resolution for Alicia Murray**

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

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

**C-1    Approval to award a posthumous Honorary Bachelor of Nursing Degree to Alicia Murray**

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

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

Chair Hall asked President Dinger to express the Board's condolences to the family of Ms. Murray.

**D-1    Personnel actions**

The personnel actions presented in Item D-1 were provided for informational purposes only.

**E-1    Approval of program modifications within the A.S. Criminal Justice, B.S. Agribusiness, B.S. Psychology, and B.S. Agronomy degree programs**

President Dinger said these programs went through OPSU's internal review process which is based on annual assessments of each program as well as OPSU's five-year annual review. There is an internal transfer option for all programs at OPSU for which there is both an associate and a bachelor's degree available. The A.S. in Criminal Justice is the last of the program to come into this two-plus-two arrangement due to OPSU having to coordinate its program to include courses associated with the Council on Law Enforcement Education and Training (CLEET).

The change in the B.S. Agribusiness degree program is based on feedback OPSU received from its Business Advisory Council regarding what Agribusiness graduates are finding to be most successful as they enter the workforce.

The B.S. Psychology program changes are based on feedback from students attending graduate school. The B.S. Agronomy program is seeking a name change to become "Crop and Soil Sciences" to better reflect the direction of the industry.

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

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

#### H-1 Approval to renew a contract for food services with Great Western Dining

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

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

President Dinger said Ms. Elizabeth McMurphy, Vice President of Fiscal Affairs, has been working closely with the Office of Central Procurement and Mr. Scott Schlotthauer, Chief Procurement Officer. The contract is currently under review by the Office of Legal Counsel and the review will be completed before moving forward with the agreement.

The business of OPSU being concluded, President Dinger was then 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

April 26, 2024

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 resolutions.  
(*Reference Document B-1*)
  - a. Alicia Murray

**C - POLICY AND OPERATIONAL PROCEDURES**

1. Board approval is requested to award a Posthumous Honorary Bachelor of Nursing degree to Alicia Murray. (*Reference Document C-1*)

**D - PERSONNEL ACTIONS**

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

**E - INSTRUCTIONAL PROGRAMS**

1. Board approval is requested for the following program modifications:  
(*Reference Document E-1*)
  - A.S. Criminal Justice – Program Requirements Change
  - B.S. Agribusiness – Program Requirements Change
  - B.S. Psychology – Program Requirements Change
  - B.S. Agronomy – Program Name Change to “B.S. Crops and Soil Sciences”

**F - BUDGETARY ACTIONS**

None

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

None

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

Board approval is requested for permission to renew a contract for food services with Great Western Dining. The initial term of the contract shall begin July 1, 2024 to June 30, 2025, with three (3) additional one year periods. *(Reference Document H-1)*

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

None

**J - PURCHASE REQUESTS**

None

**K - STUDENT SERVICES/ACTIVITIES**

None

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

None

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

1. 2024 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 Alicia Murray, a student of Oklahoma Panhandle State University, was claimed by death on March 18, 2024.

WHEREAS, Alicia Murray, by her loyalty, attention to duty, and faithful performance rendered service as a student of Oklahoma Panhandle State University from 2021 to 2024, and as a citizen worthy of commemoration and respect; and

WHEREAS, her friends and Oklahoma Panhandle State University have suffered 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 3 years of exemplary service rendered by Alicia Murray to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, to express respect to her memory, and to extend to the family its deep sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Oklahoma Panhandle State University's dedicated students.

BE IT RESOLVED, that a copy of the resolution be shared within the minutes of the Board and a copy sent to the family of Alicia Murray.

Adopted by the Board the 26th day of April, 2024.

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Dr. Julie Dinger, President

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Mr. Joe Hall, Chair



# OKLAHOMA PANHANDLE STATE UNIVERSITY

OFFICE OF ACADEMIC AND STUDENT AFFAIRS

P.O. Box 430 • Goodwell, OK 73939 • 580.349.1400

April 17, 2024

## Memorandum

To: Dr. Julie Dinger  
President

From: Tracy Kincannon  
Dean, College of Agriculture, Science and Nursing

Subject: *Request to Award Posthumous Degree*

The Nursing Faculty of OPSU have requested that OPSU consider the late Ms. Murray for conferral of her degree. Ms. Murray was a major in Nursing at OPSU when she tragically lost her life on March 18, 2024.

OPSU Registrar, Ms. Erin Moore, confirmed that Ms. Murray had successfully completed 46 hours of coursework toward completion of a Bachelor of Science in Nursing. At the time of her death she had only 5 credit hours remaining to complete toward her degree.

Dr. Megan Steele, Director of Nursing and I approved this request and support awarding Ms. Murray a posthumous degree.

This request is in accordance with the *OSRHE Policy 3.14.6, Posthumous Degrees*, which provides the institution the ability to confer posthumous degrees in recognition of incomplete earned work that represents substantial progress toward degree completion. "Such degrees shall generally be unearned, non-academic degrees recognizing the meritorious but incomplete earned work of a deceased student, who was deceased having completed at least two-thirds of their academic degree."

I concur with the recommendation of academic leadership and respectfully ask that you forward this request to grant a posthumous degree to Ms. Alicia Murray to the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges for consideration at their April 26, 2024 meeting.

## Attachments

CC: Dr. Megan Steele  
Erin Moore

**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>
Steve Martin	Associate Dean	Promotion	3/1/2024	73,909.42	11 month

**Retirement or Separation – For Information Only**

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>
Nick Serowski	Head Women's Volleyball Coach	Separation	3/8/2024



# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF ARTS AND EDUCATION

### Associate of Science – Criminal Justice

#### Proposed Requirements for Students for Academic Year 2024-2025

Current		Proposed
<b>Criminal Justice (AS)</b>	<b>60</b>	<b>Criminal Justice (AS)</b> <b>60</b>
<b>Semester Hours</b>		<b>Semester Hours</b>
<b><u>Student Success Seminar</u></b>	<b>1</b>	<b><u>Student Success Seminar</u></b> <b>1</b>
UCSS 1111-Student Success Seminar		UCSS 1111-Student Success Seminar
<b><u>Communication</u></b>	<b>6</b>	<b><u>Communication</u></b> <b>6</b>
ENGL 1113-Freshman Composition I		ENGL 1113-Freshman Composition I
ENGL 1213-Freshman Composition II		ENGL 1213-Freshman Composition II
<b><u>Mathematics</u></b>	<b>3</b>	<b><u>Mathematics</u></b> <b>3</b>
MATH 1513-Pre-Calculus Algebra OR		MATH 1513-Pre-Calculus Algebra OR
MATH 1473-Quantitative Reasoning OR		MATH 1473-Quantitative Reasoning OR
MATH 1523-Modeling and Basic Statistics		MATH 1523-Modeling and Basic Statistics
<b><u>American History and Government</u></b>	<b>6</b>	<b><u>American History and Government</u></b> <b>6</b>
HIST 1323-American History 1877-Present		HIST 1323-American History 1877-Present
POLS 1013-American Government		POLS 1013-American Government
<b><u>Social Science</u></b>	<b>6</b>	<b><u>Social Science</u></b> <b>6</b>
PSYC 1113-General Psychology		PSYC 1113-General Psychology
SOC 1113-Elements of Sociology		SOC 1113-Elements of Sociology
<b><u>Natural Science</u></b>	<b>8</b>	<b><u>Natural Science</u></b> <b>8</b>
BIOL 1304-Principles of Biology I		BIOL 1304-Principles of Biology I
EASC 1114-Physical Geology		EASC 1114-Physical Geology
<b><u>Humanities</u></b>	<b>6</b>	<b><u>Humanities</u></b> <b>6</b>
Choose from humanities, music appreciation, music history, art appreciation, literature, upper-level foreign languages, introduction to theater, world history, and/or world religion.		Choose from humanities, music appreciation, music history, art appreciation, literature, upper-level foreign languages, introduction to theater, world history, and/or world religion.
No activity courses will count.		No activity courses will count.
<b><u>Liberal Arts and Science Electives</u></b>	<b>1</b>	<b><u>Liberal Arts and Science Electives</u></b> <b>1</b>
<b><u>Concentration/Core</u></b>	<b>18</b>	<b><u>Concentration/Core</u></b> <b><del>18</del> 12</b>
CJ 1013-Introduction to Law Enforcement		CJ 1013-Introduction to Law Enforcement
CJ 1033-Criminal Law		CJ 1033-Criminal Law
CJ 2333-Community Relations and Ethics		<del>CJ 2333-Community Relations and Ethics</del>
CJ 2063-Criminal Investigations I		<del>CJ 2063-Criminal Investigations I</del>
CJ 2073-Criminal Investigations II		<del>CJ 2073-Criminal Investigations II</del>
CJ 2083-Organization and Administration of Law Enforcement		<del>CJ 2083-Organization and Administration of Law Enforcement</del>
<b><u>Criminal Justice Electives</u></b>	<b>5</b>	<b><u>Criminal Justice Electives</u></b> <b>5 11</b>
		CJ 2513-Introduction to Corrections
		CJ 2813-Introduction to Courts and Legal System



# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING

### Bachelor of Science – Agribusiness

#### Proposed Requirements for Students for Academic Year 2024-2025

Current		Proposed	
Agribusiness (BS)		Agribusiness (BS)	
	120-121 Semester Hours		120-121 Semester Hours
<b><u>General Education</u></b>	<b>40</b>	<b><u>General Education</u></b>	<b>40</b>
See the General Education Curriculum for Bachelor Degree programs for the details		See the General Education Curriculum for Bachelor Degree programs for the details	
<b><u>Plant Science</u></b>	<b>7</b>	<b><u>Plant Science</u></b>	<b>7</b>
AGRN 1213-Fundamentals of Plant Science		AGRN 1213-Fundamentals of Plant Science	
AGRN 2124-Fundamentals of Soil Science		AGRN 2124-Fundamentals of Soil Science	
<b><u>Animal Science</u></b>	<b>8</b>	<b><u>Animal Science</u></b>	<b>8</b>
ANSI 1124-Introduction to Animal Science		ANSI 1124-Introduction to Animal Science	
ANSI 2124-Livestock Feeding		ANSI 2124-Livestock Feeding	
<b><u>Agriculture</u></b>	<b>4</b>	<b><u>Agriculture</u></b>	<b>4</b>
AG 1011-Introduction to the Agriculture Industry		AG 1011-Introduction to the Agriculture Industry	
AG 4983-Agriculture Marketing		AG 4983-Agriculture Marketing	
<b><u>Business</u></b>	<b>15-16</b>	<b><u>Business</u></b>	<b>15-16</b>
ACCT 2103-Financial Accounting		ACCT 2103-Financial Accounting	
BADM 3123-Legal Environment of Business OR		BADM 3123-Legal Environment of Business OR	
BADM 3323-The Law of Business Organizations		BADM 3323-The Law of Business Organizations	
CIS 2223-Business Computer Application		CIS 2223-Business Computer Application	
MKTG 3913-Principles of Marketing OR		<del>MKTG 3913-Principles of Marketing OR</del>	
AG 3213-Quantitative Agriculture Economics		<b>AG 3213-Quantitative Agriculture Economics</b>	
MGMT 3813-Principles of Management OR		MGMT 3813-Principles of Management OR	
AG 3144-Modern Agricultural Management		AG 3144-Modern Agricultural Management	
<b><u>Agriculture Electives</u></b>	<b>14</b>	<b><u>Agriculture Electives</u></b>	<b>14</b>
<b><u>Business Electives</u></b>	<b>12</b>	<b><u>Business Electives</u></b>	<b>12</b>
<b><u>Free Electives</u></b>	<b>19-20</b>	<b><u>Free Electives</u></b>	<b>19-20</b>
Sufficient courses to bring upper-level hours to 40 credit hours and total to 120 semester hours for graduation.		Sufficient courses to bring upper-level hours to 40 credit hours and total to 120 semester hours for graduation.	
<b>Minor</b>		<b>Minor</b>	
Upon completion of the agribusiness major, students must have sufficient courses to fulfill minor requirements in any field in which a minor is offered. Hours designated for the chosen minor are included in the 120 semester hours required for the major.		Upon completion of the agribusiness major, students must have sufficient courses to fulfill minor requirements in any field in which a minor is offered. Hours designated for the chosen minor are included in the 120 semester hours required for the major.	
A grade of C or better is required for all courses within the major. An overall GPA of 2.0 is required for graduation.		A grade of C or better is required for all courses within the major. An overall GPA of 2.0 is required for graduation.	



# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF AGRICULTURE, SCIENCE, AND NURSING

### Bachelor of Science – Agronomy

#### Proposed Degree Name Change for Academic Year 2024-2025

Current	Proposed
<b>Agronomy (BS)</b>	<b><del>Agronomy</del> Crop and Soil Sciences (BS)</b>
<b>120 Semester Hours</b>	<b>120 Semester Hours</b>
<b>General Education</b>	<b>General Education</b>
See the General Education Requirements for Bachelor Degree	See the General Education Requirements for Bachelor Degree
<b>Agriculture</b>	<b>Agriculture</b>
AG 1011-Introduction to the Ag Industry	AG 1011-Introduction to the Ag Industry
AG 1022-Mathematical Applications in Agriculture	AG 1022-Mathematical Applications in Agriculture
AG 2343-Agriculture Economics	AG 2343-Agriculture Economics
<b>Agronomy</b>	<b>Agronomy</b>
AGRN 1213-Fundamentals of Plant Science	AGRN 1213-Fundamentals of Plant Science
AGRN 2111-Plant and Seed Identification	AGRN 2111-Plant and Seed Identification
AGRN 2124-Fundamentals of Soil Science	AGRN 2124-Fundamentals of Soil Science
AGRN 3223-Grain, Oilseed and Pulse Crops	AGRN 3223-Grain, Oilseed and Pulse Crops
AGRN 3924-Range Management	AGRN 3924-Range Management
AGRN 3343-Interated Pest Management	AGRN 3343-Interated Pest Management
AGRN 4113-Weed Science	AGRN 4113-Weed Science
AGRN 4234-Soil Fertility	AGRN 4234-Soil Fertility
AGRN 4571-Agronomy Seminar	AGRN 4571-Agronomy Seminar
<b>Animal Science</b>	<b>Animal Science</b>
ANSI 1124-Introduction to Animal Science	ANSI 1124-Introduction to Animal Science
ANSI 2124-Livestock Feeding	ANSI 2124-Livestock Feeding
<b>Chemistry</b>	<b>Chemistry</b>
CHEM 1135-General Chemistry	CHEM 1135-General Chemistry
CHEM 3315-Organic Chemistry	CHEM 3315-Organic Chemistry
<b>Biology</b>	<b>Biology</b>
BIOL 1504-Principles of Biology II	BIOL 1504-Principles of Biology II
BIOL 3054-Entomology OR	BIOL 3054-Entomology OR
BIOL 3344-Mycology and Plant Pathology	BIOL 3344-Mycology and Plant Pathology
<b>Earth Science</b>	<b>Earth Science</b>
EASC 1114-Physical Geology	EASC 1114-Physical Geology
<b>Agronomy Electives</b>	<b>Agronomy Electives</b>
<b>Additional Courses</b>	<b>Additional Courses</b>
Choose from agronomy, biology, chemistry, earth science, agriculture, animal science, business economics or mathematics. Sufficient courses to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation.	Choose from agronomy, biology, chemistry, earth science, agriculture, animal science, business economics or mathematics. Sufficient courses to bring upper level hours to 40 credit hours and total to 120 semester hours for graduation.
A grade of "C" or better is required for courses within major. Overall GPA of 2.0 is required for graduation.	A grade of "C" or better is required for courses within major. Overall GPA of 2.0 is required for graduation.



# OKLAHOMA PANHANDLE STATE UNIVERSITY

## COLLEGE OF ARTS AND EDUCATION

### Bachelor of Science – Psychology

#### Proposed Requirements for Students for Academic Year 2024-2025

Current		Proposed	
<b>Psychology (BS)</b>	<b>120</b>	<b>Psychology (BS)</b>	<b>120</b>
<b>Academic Option</b>	<b>Semester Hours</b>	<b>Academic Option</b>	<b>Semester Hours</b>
<u><b>General Education</b></u>	<b>40</b>	<u><b>General Education</b></u>	<b>40</b>
<u><b>Major</b></u>	<b>15</b>	<u><b>Major</b></u>	<b><del>15</del> 24</b>
PSYC 1113-General Psychology		PSYC 1113-General Psychology	
PSYC 3073-Biological Psychology		PSYC 3073-Biological Psychology	
PSYC 3613-Statistics		PSYC 3613-Statistics	
PSYC 3913-Experimental Psychology		PSYC 3913-Experimental Psychology	
SOC 1113-Elements of Sociology		SOC 1113-Elements of Sociology	
<u><b>Psychology Electives</b></u>	<b>18</b>	<b>PSYC 3113 - History and Systems of Psychology</b>	
<b>Chose from:</b>		<b>PSYC 3223 - Lifespan Development</b>	
PSYC 2123-Psychology of Personal Adjustment		<b>PSYC 4443 - Abnormal Psychology</b>	
PSYC 3113 - History and Systems of Psychology		<u><b>Psychology Electives</b></u>	<b><del>18</del> 9</b>
PSYC 3223 - Lifespan Development		<b>Choose from:</b>	
PSYC 3253 - Theories of Personality		PSYC 2123-Psychology of Personal Adjustment	
PSYC 3333 - Industrial Psychology		PSYC 3253 - Theories of Personality	
PSYC 3743 - Social Psychology		PSYC 3333 - Industrial Psychology	
PSYC 4443 - Abnormal Psychology		PSYC 3743 - Social Psychology	
<u><b>Free Electives</b></u>	<b>47</b>	<b>PSYC 4823 - Psychopharmacology</b>	
Sufficient courses to bring upper level hours to 40 credit hours		<b>PSYC 4213 - Psychology of Prejudice &amp; Discrimination</b>	
and total to 120 semester hours for graduation		<b>PSYC 4483 - Behavioral Addictions</b>	
<u><b>Minor</b></u>		<b>PSYC 4183 - Psychology and Law</b>	
A minor of 18-24 hours may be selected from any field that		<u><b>Free Electives</b></u>	<b>47</b>
offers one.		Sufficient courses to bring upper level hours to 40 credit hours	
		and total to 120 semester hours for graduation	
		<u><b>Minor</b></u>	
		A minor of 18-24 hours may be selected from any field that	
		offers one.	

*Oklahoma Panhandle State University*

## **DINING SERVICE AGREEMENT**

### **“EXHIBIT A”**

- 1. LOCATION:** Oklahoma Panhandle State University  
321 N. Tyler Ave.  
Goodwell, Oklahoma 73939
  
- 2. COMMENCEMENT TERM:** July 1, 2024 (Year 7 of 10)
  
- 3. INITIAL TERM OF CONTRACT:** The Agreement may be renewed annually for one (1) additional one-year period upon mutual agreement by the parties hereto and may continue from year to year thereafter, unless not allowed by state law or if Agreement is terminated by either party as provided herein. OPSU and GWD have now mutually agreed to extend the contract for three (3) additional years, commencing July 1, 2025 through June 30, 2028, and may continue from year to year thereafter. Either party may terminate the Agreement in any year by providing thirty (30) days’ written notice to the other party as provided in the Dining Service Agreement.
  
- 4. PURPOSE OF EXHIBIT A:** Exhibit A sets forth the terms and conditions upon which OPSU retains Great Western Dining to manage and operate the Dining Service for the College's students, faculty, staff, employees, visitors, and invited guests. In addition, OPSU’s Request for Proposal (RFP), Questions & Answers and Great Western’s Proposal (“Proposal”) & Clarifications submitted to OPSU on June 20, 2017, are incorporated herein by reference.
  
- 5. SPECIAL PROVISIONS:**
  - 5.1 Return to the College**

Commissions will be paid on gross sales less sales tax (net revenue).

<i>Non-University Sponsored, Off Campus Catering</i>	<i>10-percent (10%)</i>
<i>Guest Meal Sales</i>	<i>10-percent (10%)</i>
<i>Snack Bar Retail Sales</i>	<i>10-percent (10%)</i>
  
  - 5.2 Meal Plan Options**

19-Meal Plan  
15-Meal Plan  
10-Meal Plan  
5-Meal Plan

*Great Western Dining  
P.O. Box 699 • Tipton, Missouri 65081-0699 • Telephone (660) 433-2298 • Fax (660) 433-5749*



*Oklahoma Panhandle State University*

The 19-Meal Plan allows resident student participants to eat all meals served per week in the Dining Center during open hours of operation. Students may make any food choices they desire with unlimited servings. The 15-Meal Plan allows participants to eat any 15 of the 19 meals served during open hours of operations with unlimited servings. The 10-Meal Plan is the mandatory choice for residents on campus and allows participants to eat any 10 of the 19 meals served during open hours of operations with unlimited servings. The 5-Meal Plan can be used for any meal served in the Dining Center during open hours of operations with unlimited servings.

**5.3 Meal Plan Rates**

<b>Meal Plan Rates with \$15,000 Per Year Investment</b>			
<b>Number of Participants</b>	<b>19-Meal Plan</b>	<b>15-Meal Plan</b>	<b>10-Meal Plan</b>
350-Above	\$12.42	\$11.34	\$10.82
340-349	\$12.60	\$11.54	\$11.01
330-339	\$12.82	\$11.73	\$11.21
320-329	\$13.02	\$11.96	\$11.41
310-319	\$13.26	\$12.17	\$11.62
300-309	\$13.48	\$12.40	\$11.87
290-299	\$13.78	\$12.64	\$12.13
280-289	\$14.00	\$12.94	\$12.39
270-279	\$14.31	\$13.21	\$12.70
260-269	\$14.61	\$13.52	\$13.00
250-259	\$14.94	\$13.87	\$13.34
240-249	\$15.30	\$14.22	\$13.70
230-239	\$15.72	\$14.64	\$14.10
220-229	\$16.16	\$15.08	\$14.57

*Oklahoma Panhandle State University*

210-219	\$16.59	\$15.54	\$15.00
200-209	\$17.14	\$16.07	\$15.53
190-199	\$17.70	\$16.65	\$16.12
180-189	\$18.30	\$17.26	\$16.73
170-179	\$18.95	\$17.85	\$17.34
160-169	\$19.61	\$18.55	\$18.03
159-Below	To Be Negotiated		

Rate for 5-Meal Plan is \$848.11 per semester.

#### 5.4 Meal Plan:

A guarantee of **Two Hundred Twenty-One (221)** Minimum Full Accounting Days. Partial Days are billed as 1/6 for Breakfast, 2/6 for Lunch and 3/6 for Brunch & Dinner

**\*\* A meal plan is mandatory for all residents\*\***

If the guaranteed number of days set forth in Exhibit A are not achieved during any particular school year for any reason **[other than a default by Great Western Dining]** (a "Shortfall"), the college shall pay GWD an amount (the "Compensation Payment") equal to the salary and benefits of salaried staff plus an administrative fee. In the event that the College requests continued services, a sliding scale will be utilized with a minimum of 25 participants plus an administrative fee for each day that the actual number of days GWD is able to provide dining services is less than the guaranteed number of days set forth on Exhibit A. The parties intend that the Compensation Payment constitute compensation to GWD for the loss of revenue from the dining services it would otherwise provide based on the guaranteed number of days, and not a penalty against the college. The parties acknowledge and agree that the harm to GWD caused by the Shortfall would be impossible or very difficult to accurately calculate as of the date of this Agreement, and that the formula for the Compensation Payment is a reasonable estimate of the anticipated or actual harm that might arise from such a Shortfall.

*Great Western Dining*  
*P.O. Box 699 • Tipton, Missouri 65081-0699 • Telephone (660) 433-2298 • Fax (660) 433-5749*

*Oklahoma Panhandle State University***5.5 Investment A**

Great Western Dining will offer an Enhancement Fund of Fifteen Thousand Dollars (\$15,000.00) for the period of July 1, 2024 through June 30, 2025 that may be used at the University's discretion for mutually agreed upon improvements and equipment upgrades, Presidential catering events or accumulated for future renovations.

GWD shall amortize each portion paid on a straight-line basis each year. If the Agreement expires or is terminated prior to the complete amortization of the Investment OPSU shall reimburse GWD for the unamortized portion, on the expiration date, or within five (5) days after receipt by either party of notice of termination. The obligation of payment for the Facility Enhancement Fund shall cease on the date of the termination of Agreement.

**5.6 Investment B**

Great Western Dining will offer an Investment of Sixty Thousand Dollars (\$60,000.00) to start July 1, 2025, that may be used at the University's discretion for mutually agreed upon improvements and equipment upgrades, Presidential catering events or accumulated for future renovations.

GWD shall amortize \$20,000.00 per year on a straight-line basis over 3 years commencing July 2025 and ending June 2028. Such amortization shall be charged as an operating expense of food service. If the Agreement expires or is terminated prior to the complete amortization of the Investment, OPSU shall reimburse GWD for the unamortized portion, on the expiration date, or within five (5) days after receipt by either party of notice of termination. The obligation of payment for the Investment shall cease on the date of the termination of Agreement.

AMORTIZATION SCHEDULE	
2025-2026	\$20,000.00
2026-2027	\$20,000.00
2027-2028	\$20,000.00

*Oklahoma Panhandle State University*

**5.7 Casual Meal Rates**

Breakfast	\$6.49
Lunch	\$8.38
Dinner	\$8.84
Special Event Meals	\$10.00
Faculty/Staff Lunch	\$6.49
Faculty/Staff; 10 Meal Card	\$58.36
**Sales tax is included in the above prices**	

**5.8 Camps & Conferences/ Early Athletics/Special Circumstances**

Great Western Dining shall offer food service for Camps & Conferences and/or Early Athletics and/or Special Circumstances

Participants	Breakfast	Lunch	Dinner	Daily Rate
200 & above	\$5.95	\$7.03	\$8.11	<b>\$21.09</b>
100 - 199	\$6.22	\$7.30	\$8.38	<b>\$21.90</b>
50 – 99	\$6.49	\$7.57	\$8.65	<b>\$22.71</b>
25 – 49	\$6.76	\$7.84	\$8.92	<b>\$23.52</b>

**5.9 Summer Session**

Great Western Dining shall provide food service for summer sessions from June 1 to July 31 at a rate of **SIXTEEN DOLLARS & TWENTY TWO CENTS (\$16.22)** per day to the University. This rate is subject to increase guided by Consumer Price Index “Food Away from Home,” for all urban consumers. **(Lunch & Dinner)**

**5.10 President’s Catering Fund**

Great Western Dining shall provide to the President of OPSU an annual catering fund of **THREE THOUSAND DOLLARS (\$3,000.00)** to be used at the discretion of the President. Additionally, funds from Great Western Dining’s annual investment of Fifteen Thousand Dollars (\$15,000.00) for the Enhancement Fund may be used for catering events at the President’s discretion.

*Oklahoma Panhandle State University*

**5.11 Student Affairs Catering Support**

Great Western Dining shall make available an annual catering fund of **ONE THOUSAND DOLLARS (\$1,000.00)** to be used at the discretion of the Director of Student Affairs to help with the cost of programming event catering.

**5.12 Prospective Student Meals**

Admissions recruited students will be charged a special rate of **FIVE DOLLARS AND FOURTEEN CENTS (\$5.14)** for meals when visiting campus for prospective enrollment. The University will be responsible for the issue of guest passes, notifying our director and planning mealtimes so that prospective students can be accommodated in the Dining Center.

**5.13 Scholarship Meal Plans**

Great Western Dining is pleased to provide **THREE (3)** Scholarship 10-Meal Plans annually to the University at no cost. Adjustments to the weekly billing based on the weekly board billing rates will be made for the scholarship meals.

**5.14 Board of Regents Meals**

GWD will provide meals for the Board of Regent's when they meet on campus during normal operation periods at no cost to the University.

**\*\*This does not include Board of Regents Dinner\*\***

**5.15 Dining Program Special Services**

The dining program items listed below are included in the program. We will not eliminate any of these services without direction from the University to do so. Any changes will be made with mutual agreement between GWD and the University.

- Healthy Dietary Options
- Unlimited Servings
- Identification of Meals
- Style of Service
- Opening Picnic *(Every Fall, GWD will host a picnic in lieu of meal service in the Dining Center)*
- Exam Snacks
- Midnight Breakfast *(A Late-Night Breakfast will be served the night before the final examination schedule begins each semester)*
- Monthly Premium Entrees--STEAK NIGHT *(At least ONCE A MONTH, we will serve PREMIUM ENTREES)*

*Great Western Dining*

*P.O. Box 699 • Tipton, Missouri 65081-0699 • Telephone (660) 433-2298 • Fax (660) 433-5749*

*Oklahoma Panhandle State University*

- Weekly Carved Meats on The Line (*At least ONCE PER WEEK, we like to carve on the line*)
- Students on Tour/Team Travel/Carry-Out Meals (*Sandwiches, fresh fruit, beverages, chips, and desserts will be offered to resident students who are on a meal plan on athletic trips or any other University-sponsored trip, in lieu of a regular scheduled meal. Boxed meals will also be available, upon advance request, for contract students leaving campus on vacation breaks, or at times when they have class or activity related conflicts with meal schedules.*) *Box lunches will include the following:*
  - 1 Bag of Chips
  - 1 Medium Whole Fruit
  - 2 Sandwiches--1 oz. Cheese, 2 oz. Meat on white/wheat/sourdough
  - Mayonnaise or Mustard
  - Lettuce & Tomato (optional)
  - 1 Candy Bar
  - 1 12 oz. Soda (name brand)
  - 2 Napkins
- Athletic Servings (*Both pre-game and post-game meals for campus sporting events will be offered to athletes. This service will be done at no extra charge to the University when the meal is served in lieu of a regularly scheduled meal*)
- Sick Tray Service
- Physician-Planned Diets
- Food Service Committee
- Campus Dining Brochure
- Cookouts/Special Functions (*GWD will furnish the food in lieu of eating in the cafeteria for organized campus groups at no extra charge to the meal plan holders*)
- Birthday Bash
- Vendor Preferences
- Pace Changers Fun Bars at lunch once a week
- Special Student Event Meals at least once per month
- Reciprocal Meal Service

*Great Western Dining*

*P.O. Box 699 • Tipton, Missouri 65081-0699 • Telephone (660) 433-2298 • Fax (660) 433-5749*

*Oklahoma Panhandle State University*

**5.16 Resident Hours of Service**

GWD will work directly with individual coaches to meet any special needs during the peak sports season to ensure that our athletes' requirements are always satisfied.

**Dining Center**

**MONDAY—FRIDAY**

Breakfast	7:30 a.m. —9:30 a.m.
Lunch	11:00 a.m.—1:00 p.m.
Dinner	5:30 p.m.—7:30 p.m.

**SATURDAY**

Brunch	11:00 a.m.—1:00 p.m.
Dinner	5:30 p.m.—7:30 p.m.

**SUNDAY**

Brunch	11:00 a.m.—1:00 p.m.
Dinner	5:30 p.m.—7:30 p.m.

**Summer**

**MONDAY—FRIDAY**

Lunch	11:15 a.m.—12:00 p.m.
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**MONDAY-THURSDAY**

Dinner	6:15 p.m.—7:00 p.m.
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**Aggie Grille**

**MONDAY — THURSDAY**

	7:30 a.m. —5:00 p.m.
--	----------------------

**FRIDAY**

	7:30 a.m. —2:00 p.m.
--	----------------------

**6. ADDITIONAL PROVISIONS:**

**6.1 Continuous Monitoring**

As we work to develop and enhance your dining program, we will continually assess and analyze your campus climate so that all campus market segments' needs for dining are met. We will also continually

*Oklahoma Panhandle State University*

develop and adjust our menus so that we find the optimal mix of traditional, healthy, and contemporary resident and retail dining offerings, monitoring trends and introducing new ideas, and continually evaluating what works for your campus population.

**6.2 Guarantee of Rates and Fees**

All rates and fees proposed to OPSU, and any other financial arrangements related to the dining service operation and contained in this proposal will be maintained and guaranteed by Great Western Dining for a period of TWELVE (12) FULL MONTHS from the date Great Western Dining commences operations.

**6.3 Rate Increases**

Any changes in pricing will be communicated in writing to the University by May 15 to take affect at the start of the following fall semester. Subsequent year's board rates shall be negotiated with the College and shall not increase by more than the Consumer Price Index, "Food Away from Home" for all urban consumers. However, in the event that legislation or government intervention makes law any increases in minimum hourly rates, mandatory fringe benefits, or state and federal payroll taxes, Great Western Dining will pass these on to OPSU commensurate with the effective date decree.

The retail menu and pricing will remain the same for like items as it is currently for the first year of the contract. Subsequent changes will be mutually agreed upon by the University and Great Western Dining.

Catering prices are subject to a **5.0-percent** (5.0%) increase per year.

Retail prices are subject to a **5.0-percent** (5.0%) increase per year.



*Oklahoma Panhandle State University*

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date written.

**Date:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**OKLAHOMA PANHANDLE  
STATE UNIVERSITY:**

**GREAT WESTERN DINING  
SERVICE, INC.:**

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

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

**Name: Elizabeth McMurphy**

**Name: John Nilges**

**Title: V.P. of Fiscal Affairs**

**Title: President**

OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

March 2024

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	5	\$ 2,831.63	8	\$ 2,103.39	59	\$ 23,587.06	58	\$ 18,094.02
FEDERAL	0	\$ -	0	\$ -	8	\$ 2,264.79	5	\$ 2,010.83
PRIVATE								
AUXILIARY	4	\$ 2,486.49	5	\$ 1,792.32	18	11,760.19	17	\$ 10,353.05
OTHER								
TOTAL	9	\$ 5,318.12	13	\$ 3,895.71	85	\$ 37,612.04	80	\$ 30,457.90

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION

FTE Employee Report (1)

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 March 31, 2024 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	Other		Faculty	Other		Faculty	Other		Faculty	Other		
		Regular	Student		Regular	Student		Regular	Student		Regular	Student	
A. FTE Employees for Reported Fiscal Quarter													
	44	73	13	1	7	3	0	6	9	45	86	25	156
B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter 1													
	48	74	14	0	7	4	0	6	11	48	87	29	164
C. Increase or Decrease in FTE Employees (Item A minus Item B)*													
	-4	-1	-1	1	0	-1	0	0	-2	-3	36	-4	29
D. Comparable Quarter Last Year													
	27	72	11	1	6	2	0	6	7	28	84	20	132

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 Fall 2023 semester. The 4th Quarterly Report will reflect the rehiring of adjunct personnel for the Spring 2024 semester.

### **III. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA**

Interim President Dr. Ruth Ray Jackson came before the Board to review the Agenda and present the business of Langston University (LU). (The LU Agenda is attached to this section and considered a part of these minutes.)

#### **A-1 Remarks by Interim President Ruth Ray Jackson**

Interim President Jackson said LU's spring semester will officially come to an end on Friday. She said she would like to share a few highlights with the Board using the "Five Ps" framework she developed, which emphasizes focus on people, partnerships, programs, public relations, and purpose.

In the area of "People," Mr. Joshua Busby, Dean of Students and Interim Executive Director for the LU Foundation, was recently inducted into the Distinguished Service Chapter of the Phi Beta Sigma Fraternity, which is the highest award a member can receive and recognizes individual members for a lifetime of service and loyalty. Only 200 men have received this recognition since the fraternity's founding in 1914. LU is extremely proud of Dean Busby for his contributions to the fraternity and LU.

Interim President Jackson said at the end of Women's History Month, Mrs. Theresa Powell, Vice President for Operations, was recognized among the Top 10 Pioneering Women in Business by The Chief Navigators, a global business publication, along with Mrs. Powell's interview, the article also included beautiful photography captured by LU's talented public relations team. The article focuses on Mrs. Powell's journey to leadership as a first-generation college student, her division's collaboration with university and community stakeholders, and her approach to aligning operational and academic priorities for the University. Interim President Jackson expressed how proud LU is of Mrs. Powell.

Ms. Donnita Drain Rogers, Director of Athletics, was named the 2024 Women of Color Educator of the Year. Ms. Rogers was honored at an expo held on April 13<sup>th</sup> in Oklahoma City. She is the first woman of color within the National Association of Intercollegiate Athletics (NAIA) to lead an athletic department with a football team and is among the few women leading athletic departments across the country. Ms. Rogers started her career at LU as the head women's basketball coach and led the Lady Lions to six NAIA National Tournaments. She still holds the record for the most wins as coach of the LU women's basketball team. Ms. Rogers returned to LU as its athletic director in 2015 after coaching stints at both Grambling State University in Grambling, LA and Booker T. Washington High School in Shreveport, LA. She has grown the department to eight sports including LU's newest sport, competitive cheer. Interim President Jackson said LU is very proud of her accomplishments.

Ms. Jocha Gordon, Director of Admissions, Recruitment, and Outreach, and Ms. Sharodon Jenkins, LU's Senior Class Vice President, both received the Sigma Gamma Rho L.E.N.D. A Hand Award on April 20<sup>th</sup>. They were recognized for their outstanding contribution to the community and in education. Interim President Jackson said LU is proud of Ms. Gordon and Ms. Jenkins for their hard work.

In the area of “Partnerships,” the Federal Deposit Insurance Corporation (FDIC) held a panel on the LU-Tulsa campus, which focused on the challenges faced by the community in terms of infrastructure, technology, and financial sustainability. Dr. Daryl Green, Dean of the School of Business, Mr. Chris Kuwitzky, Vice President of Fiscal and Administrative Affairs, and Mr. Jonathan Smith, Director of Fiscal Integrated Services, were part of the panel that was moderated by Dr. Sherri Smith-Keys, Executive Director of the LU-Tulsa campus. The group addressed initiatives and programs the banking industry can implement to support financial education and entrepreneurship on LU campuses as well as within the communities LU serves.

Interim President Jackson said last Friday LU signed an articulation agreement with Redlands Community College (RCC), which will expand LU’s nursing education opportunities for graduates of RCC. LU smoothed the transition by allowing opportunities for advanced placement credit and transfer of all pre-requisite courses. These benefits will allow students to more easily obtain a Bachelor of Science in Nursing degree (BSN) from LU at an affordable price.

In the area of “Programs,” LU’s Sherman Lewis School of Agriculture and Applied Sciences recently took 70 students, faculty, and staff to Nashville, TN to attend the Association of 1890 Research Directors (ARD) Conference. Interim President Jackson said she and Dr. Alonzo Peterson, Interim Vice President for Academic Affairs also attended. Students presented their research on a variety of topics including their work in aquaculture, sustainable agriculture, mitigation of parasites, and more.

Interim President Jackson said LU is hosting the LU Conference on Sustainable Agriculture, Goats, and Hair Sheep today and tomorrow and there are over 300 registered attendees. They are very excited about the demonstrations and continuing education workshops that will take place.

Ms. Aniyah Robison, a junior at LU and a broadcast journalism student, was awarded the prestigious Rhoden Fellowship, which allows her to intern over the summer with Andscape, a subsidiary of ESPN. The program includes a 10-week summer internship, various professional development opportunities, and a \$5,000 award.

Interim President Jackson said choir and band had concerts this week. The LU choir invited the Millwood High School Choir to perform with them. This was a very well attended event.

In the area of “Public Relations,” the men’s basketball team was recognized at the Oklahoma State Capitol on Tuesday, April 16<sup>th</sup> by Senators Chuck Hall and Kevin Matthews and received a proclamation for their achievement. This was the first time for many of the players and coaches to visit the State Capitol, and they were honored to be there for the presentation. Interim President Jackson thanked Ms. Karlee Belle Gholson for her assistance in coordinating this event.

LU’s 4-H program participated in 4-H Day at the State Capitol. In addition to the staff that works with the cooperative extension program, Interim President Jackson said her daughter was present as well as Dr. Peterson’s son, who had an opportunity to address the Senate and House regarding LU’s 4-H program.

In the area of “Purpose,” Interim President Jackson said LU is excited about holding commencement on Saturday, May 4<sup>th</sup>. They are proud to host the Honorable Alma S. Adams, Congresswoman from North Carolina, as the keynote speaker. She has been a supporter of historically black colleges and universities (HBCU) across the country, and this will be her first visit to LU.

B-1 Adoption of Memorial Resolution for Dr. Perry Sanders

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

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

D-1 Approval of personnel actions

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

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

D-2 Approval to modify and extend the appointment of Chris Wright, Head Men’s Basketball Coach

(The Employment Contract for Chris Wright is on file in the Board of Regents’ Office as Doc. No. 1-4-26-24 and considered part of these minutes.)

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

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

Chair Hall congratulated LU for a tremendous season and said he is glad Coach Wright is staying. He stated he is glad there is opportunity to expand staff and build a program. Interim President Jackson said the Junior Varsity (JV) program has been a phenomenal addition. Along with being great athletes, they are great students and are becoming great men and community members.

E-1 Approval to submit a new program request for an embedded certificate in Public Health

E-2 Approval to submit program modifications for the B.S. of Science in Public Health and the B.S. of Science in Health Administration

(The Program Modifications are on file in the Board of Regents' Office as Doc. No. 2-4-26-24 and considered part of these minutes.)

Interim President Jackson said Items E-1 and E-2 were discussed with members of the Academic Affairs, Policy and Personnel (AAPP) Committee during their meeting earlier this week.

Acting AAPP Committee Chair Taylor said the Committee recommends Board approval of the curricular items listed within Items E-1 and E-2.

Regent Taylor moved and Regent Walker seconded to approve Section E, Items 1 and 2 as presented in the LU Agenda.

Those voting Aye: Board Members Baetz, 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>Commission</u>	<u>Commission No.</u>
Brian Vinluan.....	830
Brittany Desilets.....	831
Robert King.....	832

G-2 Approval to dissolve the Langston University Development Fund

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

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

J-1 Approval to process purchase orders to approved contract vendors for Summer Make Ready (SMR) work on the Langston campus

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

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

Chair Hall congratulated Interim President Jackson on her upcoming role as President of the University. He said there was a tremendous pool of candidates across the nation and it was a great search. Chair Hall commended Mr. Ramsey and his staff for their hard work and the "all hands on deck" approach. He thanked Regent Taylor for leading the search and said everyone should feel the passionate pursuit by many nationwide for the LU presidency, including alumni, students,

faculty, and staff. Chair Hall said it was well-orchestrated and they were fortunate enough to choose the best applicant within the pool. He said the Board is confident in Dr. Jackson's ability to take on the presidency. Interim President Jackson expressed appreciation to the Board.

The business of LU being concluded, Interim President Jackson was then excused from the meeting.





## LANGSTON UNIVERSITY

Langston, Oklahoma

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

Colleges

April 26, 2024

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. Dr. Perry Sanders (*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*)
2. Approval is requested to modify and extend the appointment of Chris Wright, Head Men's Basketball Coach, allowing for the President and Director of Athletics to approve and execute any necessary contractual documents with approval of Board Legal Counsel. (*Reference Document D-2*)

**E - INSTRUCTIONAL PROGRAMS**

1. Approval is requested to submit new program requests  
(*Reference Document E-1*)
  - Embedded Certificate in Public Health
2. Approval is requested to submit program modifications  
(*Reference Document E-2*)
  - Bachelor of Science in Public Health
  - Bachelor of Science in Health Administration

**F - BUDGETARY ACTIONS**

*None*

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

1. Peace officer actions (*Reference Document G-1*)
2. Approval is requested to dissolve the Langston University Development Fund  
(*Reference Document G-2*)

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

*None*

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

*None*

**J - PURCHASE REQUESTS**

1. Approval is requested to process purchase orders to approved contracted vendors for Summer Make Ready (SMR) work 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 – March 31, 2024

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 Dr. Perry Sanders was claimed by death on Wednesday, March 13, 2024; and

WHEREAS, Dr. Sanders, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Langston University for 15 years, serving as an Assistant Professor in the Department of Rehabilitation Services and Disability Studies; and

WHEREAS, his friends and Langston University have suffered an irreparable loss in his passing; NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES; THAT, it takes this method to express its appreciation for the exemplary service rendered by Dr. Sanders to Langston University, the State of Oklahoma and its citizens, to express respect to his memory, and to extend to the family its deepest sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Langston University's beloved 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. Perry Sanders

Adopted by the Board on the 26th day of April 2024.

---

Regent Joe D. Hall, Chair

---

Jason Ramsey, Chief Executive Officer

**D - PERSONNEL ACTIONS**

Personnel actions pertaining to appointments, reappointments, changes in salary, changes title or rank, 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>
Dr. Georges Backoulou	Change of Salary with no Change of Title	02/01/2024	\$52,500 annually (9-month basis)
Dr. Christina Howard-Smith	Change of Salary with no Change of Title	02/01/2024	\$56,000 annually (9-month basis)
Dr. Latoya Johnson	Change of Salary with no Change of Title	02/01/2024	\$52,500 annually (9-month basis)
Dr. Juila Reid	Change of Salary with no Change of Title	02/01/2024	\$52,500 annually (9-month basis)
Dr. Lindsay Davis	Change of Salary with no Change of Title	02/01/2024	\$54,000 annually (9-month basis)
Dr. Franklin Fondjo-Fotou	Granting of Tenure with no Change in Salary or Title	05/01/2024	No Change
Dr. Vicky Fondjo	Granting of Tenure with no Change of Salary or Title	05/01/2024	No Change
Dr. Edward Manyibe	Change of Rank from Associate Professor to Professor with no Change of Salary	05/01/2024	No Change

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>
Perry Sanders	Assistant Professor, Rehab and Counseling	Retirement	2/1/2024	1/04/2007-2/01/2024
Christian Lowe	Acting Head Volleyball Coach	Resignation	2/29/2024	3/25/2019-2/29/2024

## **D – PERSONNEL ACTIONS**

2. Approval is requested to modify the appointment of Chris Wright, Head Men's Basketball Coach, allowing for the President and Director of Athletics to approve and execute any necessary revised contractual documents with approval of Board Legal Counsel. The contract term will be 4 years beginning July 1, 2024, through June 30, 2028, and includes annual base salary of \$150,000.00. As a supplement to the contract, the enclosed letter outlines the university's commitment to minimum salaries and compensation for additional members of the coaching staff. These documents have been reviewed and prepared by the Office of Legal Counsel.

Coach Chris Wright has continued his momentum and success as Head Men's Basketball Coach at Langston University. He led the Lions to once again to win the Sooner Athletic Conference championship and clinched a number one-seed to the NAIA Men's Basketball National Tournament. The Lions advanced to the championship game of the NAIA National Tournament for the first time in university history.

The contract modification and extension will allow Langston University to retain Coach Chris Wright and his talented staff to ensure continued success of the Men's Basketball Program.

## **E – INSTRUCTIONAL PROGRAMS**

1. Approval is requested to submit requests for one (1) new program to the Oklahoma State Regents for Higher Education as listed below and enclosed. The proposed program has been reviewed and recommended by the Academic Policies and Curriculum Committee.

School of Nursing and Health Professions:

- Embedded Certificate in Public Health
  - A total of 18 credit hours are required for certificate completion. The curriculum for the embedded certificate is subset of required courses in a Bachelor of Science in Public Health degree which is aligned with accreditation standards of the Council of Education in Public Health as required by the OSRHE.

The request has been vetted through the appropriate academic units and approved by the Academic Policies Committee. The full request is included for your review and approval. Contingent upon approval, the request will be sent to the Oklahoma State Regents for Higher Education

Use this form if request is for traditional and/or electronic delivery of a certificate embedded within a larger existing program  
 If you have any questions, contact Dr. Stephanie Beauchamp ([sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)) or Dr. Rochelle Rush ([rrush@osrhe.edu](mailto:rrush@osrhe.edu)).

Revised September 2020

Page 1 of 6

***Embedded Certificate - New Program Request Form***  
***(created for abbreviated approval process for certificate***  
***coursework existing within a single approved program)***

**Langston University**

Institution Submitting Proposal

Public Health

Title of Proposed Embedded Certificate

Public Health - 071

Title of Existing Program and State Regents' Program Code

Langston University

Location (where the program will be offered)

Both Traditional and Online Delivery

Method of Delivery (i.e., on-site/electronic media/combined)

---

CIP Code (6 digits)	51.2001
Program Code requested for embedded certificate (if left blank, the next available program code will be used)	071
Academic Unit (e.g. Department, Division, School) Professions	School of Nursing and Health
Name of Academic Unit Professions	School of Nursing and Health
Name of Program Director	Teressa Hunter, Ph.D., RN
Intended Date of Implementation	Spring 2024
Anticipated Date for Granting First Embedded Certificates	Spring 2025
Specialty Accrediting Agency	NA
Name and Title of Contact Person	Teressa Hunter, Ph.D., RN

---

Date of Letter of Intent 8/31/2021  
 (The letter of intent must have been submitted to the Chancellor prior to submitting the proposal)

Date of Governing Board Approval [Click here to enter a date.](#)

Signature of President: \_\_\_\_\_ Date: [Click here to enter a date.](#)



Use this form if request is for traditional and/or electronic delivery of a certificate embedded within a larger existing program  
 If you have any questions, contact Dr. Stephanie Beauchamp ([sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)) or Dr. Rochelle Rush ([rrush@osrhe.edu](mailto:rrush@osrhe.edu)).

Revised September 2020

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**Background on Certificates for Complete College America<sup>1</sup>.** For certificates to have a decisive contribution to the national postsecondary preparedness, states must ensure certificates are:

- of high quality
- rigorous enough to have real value
- tailored to the job market
- widely available
- designed for timely completion

There are three categories of certificates based on length:

- **Short-Term Certificates:** certificates for programs designed for completion in less than one academic year (SR Code 12; less than 30 credit hours)
- **Long-Term Certificates:** certificates for programs designed for completion in at least one but less than two academic years (coded by SR as 10; at least 30 but less than 60 hours)
- certificates for programs designed for completion in at least two but less than four academic years (*we do not have any of these in Oklahoma; nationally, these account for less than 5% of all certificates*)

**Certificates vs. Certifications.** Certifications and licenses are based on assessment processes that recognize competencies in a particular occupational specialty as measured against a set of standards. These are typically awarded by third-party, standard-setting bodies (not academic institutions). Individuals may or may not prepare for certifications and licensure exams through academic study and they are only infrequently tied to academic awards.

**National Research.** Based on this report, the following data are provided:

- Long-term certificates have significantly higher labor market value than short-term certificates because of greater technical and academic rigor and because of the wider range of job-related skills provided.
- Long-term certificates are consistently linked to increased earnings.
- Long-term certificate completers make more earnings than non-completers.
- Long-term certificate completers make more earnings than short-term certificate completers.
- Stronger labor market returns are found in long-term certificate completers in:
  - Nursing and allied health care
  - Technology
  - construction trades
  - mechanical and repair trades
- Weaker labor market returns are found in long-term certificate completers in:
  - Service occupations
  - humanities
- **Short-term certificates** seem to only increase earning power for adults well launched in their career.
- **Short-term certificates** do NOT seem to increase earning power for young adults or older and dislocated workers seeking a start in a new occupation.
- All certificates should be “built for completion” meaning that the course schedules and enrollment options are tightly focused on needs of students, including alignment with associate degrees.

<sup>1</sup>Source: Bosworth, Brian, (December 2010). Certificates Count: An Analysis of Sub-baccalaureate Certificates. Complete College America; [www.completecollege.org](http://www.completecollege.org).

Use this form if request is for traditional and/or electronic delivery of a certificate embedded within a larger existing program  
 If you have any questions, contact Dr. Stephanie Beauchamp ([sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)) or Dr. Rochelle Rush ([rrush@osrhe.edu](mailto:rrush@osrhe.edu)).

Revised September 2020

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## Evaluation Criteria for Embedded Certificate Programs in Existing Approved Degree Programs

### A. Curriculum

The curriculum for an embedded certificate shall be a subset of required courses in a single existing degree, and comply with any accreditation or certification standards; the proposal must describe how it is embedded and articulates with the related main approved degree program at the institution. Up to 50 percent of the coursework required in an embedded certificate may come from related or guided electives courses and/or general education courses. (3.4.5.D)

Total number of hours required for certificate:	18
Number of hours in general education:	0
Number of hours in core:	18
Number of hours in related/electives (if applicable):	

A list of the proposed curriculum must be included with the proposal. In addition to completing the table below, provide a copy of the degree sheet as it will appear in the institution's catalog. **Additionally, a copy of the degree sheet for the curriculum of the program in which the certificate is embedded must be included with the proposal.**

### Public Health Certificate Requirements

PREFIX AND COURSE NUMBER	COURSE TITLE	CREDIT HOURS
PUH 2403	Introduction to Public Health	3
PUH 2413	Environmental Health	3
PUH 3413	Introduction to Biostatistics	3
PUH 4433	Fundamentals of Public Health Policy	3
PUH 3343	Principles of Health Education and Promotion	3
PUH 3303	Essentials of Epidemiology	3
<b>Total</b>		18

Use this form if request is for traditional and/or electronic delivery of a certificate embedded within a larger existing program  
If you have any questions, contact Dr. Stephanie Beauchamp ([sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)) or Dr. Rochelle Rush ([rrush@osrhe.edu](mailto:rrush@osrhe.edu)).

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## B. Faculty

Faculty resources are assumed to be adequate and appropriate for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist in faculty resources, please specify.

☒ No Differences

☐ Differences: (Click here to specify differences.)

## C. Support Resources

Appropriate and adequate support resources are assumed for the proposed embedded certificate based on the main approved degree program offering. If significant differences will exist, please specify.

☒ No Differences

☐ Differences: (Click here to specify differences.)

## D. Demand for the Program

Proposed embedded certificate programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate both student and employer demand for the proposed embedded certificate.

- Student Demand:** The minor in Public Health has long been popular with students across campus, particularly students in the majors of Nursing, Health Administration, Health Recreation and Physical Education, and others. Informal assessments with current students indicate that if they could gain a certificate in Public Health by adding a single course to their plans of study, if they would be interested in doing so. Support for this certificate has been voiced by both faculty and leadership in the School of Nursing and Health Professions and a letter of support has been provided by Dr. Desmond Delk, Acting Chair and Assistant Professor in the Department of Health, Recreation and Physical Education.
- Employer Demand:** In May 2021, the White House announced a \$7.4 billion investment aimed at recruiting public health workers and supporting the expansion of state and local public health departments. The funding is poised to create tens of thousands of public health jobs.

According to the U.S. Bureau of Labor Statistics (BLS), three public health jobs in particularly high demand include health education specialists (+13% growth projected from 2019-2029), public health nurses (+7%), and biostatisticians (+33%). National data collected by the BLS reveal these occupations offer median annual salaries of \$48,140, \$75,330, and \$93,290, respectively ([publichealth.org/careers](https://publichealth.org/careers)).

## E. Cost and Funding of the Proposed Program

The resource requirements and planned sources of funding of the proposed embedded certificate are assumed to be sufficient based on the main approved program offering. If significant funding issues exist for the proposed embedded certificate, please specify and identify sources of funding.

☒ No Differences

Use this form if request is for traditional and/or electronic delivery of a certificate embedded within a larger existing program  
If you have any questions, contact Dr. Stephanie Beauchamp ([sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)) or Dr. Rochelle Rush ([rrush@osrhe.edu](mailto:rrush@osrhe.edu)).

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☐ Differences**F. Program Review and Assessment**

Program review procedures shall include standards and guidelines for the assessment of student outcomes implied by the embedded certificate program objectives and consistent with the institutional mission, and will be submitted as a component of the routine five-year program review for the main approved degree program.

**NOTE:** *To be considered for State Regents' approval, the program in which the proposed certificate is embedded must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>.

Date of last review for the program in which the certificate is embedded: [Click here to enter text.](#)

**G. Distance Education and Traditional Off-Campus Courses and Programs**

If the proposed embedded certificate will be offered through distance education and the main approved degree program has not been approved for offering through a distance education, the embedded certificate must meet the policy requirements in 3.16.11 Program Approval Procedures for Online Programs.

☐ Program will NOT be delivered online

If requesting online delivery (check all that apply):

☒ Institution is already approved for Distance Education☐ Institution NOT approved for Distance Education☐ Existing program is already approved for Distance Education☐ Existing program is NOT approved for Distance Education☐ Request for online delivery for embedded certificate only (complete section H below)**H. Delivery Method**

The certificate courses will be offered in both traditional and online delivery methods using the Canvas Learning Management system.

Use this form if request is for traditional and/or electronic delivery of a certificate embedded within a larger existing program  
 If you have any questions, contact Dr. Stephanie Beauchamp ([sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)) or Dr. Rochelle Rush ([rrush@osrhe.edu](mailto:rrush@osrhe.edu)).

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**LANGSTON UNIVERSITY**  
**SCHOOL OF NURSING AND HEALTH PROFESSIONS**  
**BACHELOR OF SCIENCE DEGREE IN PUBLIC HEALTH**  
**PROPOSED COURSES: PUBLIC HEALTH CERTIFICATE**

Dept. #	Credit	Course Title
<b>PUH 2403</b>	<b>3</b>	<b>Introduction to Public Health</b>
<b>PUH 2413</b>	<b>3</b>	<b>Environmental Health</b>
<b>PUH 3413</b>	<b>3</b>	<b>Introduction to Biostatistics</b>
<b>PUH 4433</b>	<b>3</b>	<b>Fundamentals of Public Health Policy</b>
<b>PUH 3343</b>	<b>3</b>	<b>Principles of Health Education and Promotion</b>
<b>PUH 3303</b>	<b>3</b>	<b>Essentials of Epidemiology</b>

## **E – INSTRUCTIONAL PROGRAMS**

2. Approval is requested to submit two (2) program modification requests to the Oklahoma State Regents for Higher Education as listed below and enclosed.

School of Nursing and Health Professions:

- Bachelor of Science in Public Health
  - The proposed changes will align the curriculum with accreditation standards by the Council on Education in Public Health.
  - The proposed changes will reduce the number of required credit hours from 124 to 120.
  - Additionally, we are proposing a restructuring of the public health program track in Minority Health and Health Disparities and Nutrition/Wellness by deleting repetitive courses.
  - Finally, we proposed to reduce the number of tracks from two to one by deleting the Nutrition and Wellness track which no longer serves the needs of students.
- Bachelor of Science in Health Administration
  - The proposed changes will reduce the number of required credit hours from 125 to 120, update the courses in the current curriculum, and change the name of the program from Health Administration to Healthcare Administration. The proposed changes will bring the curriculum current and align the curriculum with national certification standards of the Association of University Programs in Health Administration (AUPHA). Furthermore, reviewing the current plan of study, course duplication and courses that did not meet the proposed program objectives were noted and removed from the proposed plan of study.
  - The requested modifications are based on the AUPHA standards, program review report, consultant's report, and feedback from community partners on student learning needs.

These requests have been vetted through the appropriate academic units and approved by the Academic Policies Committee. The full requests are included for your review and approval. Contingent upon approval, the request will be sent to the Oklahoma State Regents for Higher Education.

**G – OTHER BUSINESS AND FINANCIAL MATTERS**

- Peace officer commissions:

<b>NAME</b>	<b>CAMPUS</b>
Brian Vinluan	LU
Brittany Desilets	LU
Robert King	LU

- Revocation of peace officer commissions:  
*None*

## **G – OTHER BUSINESS AND FINANCIAL MATTERS**

### **A   rova is re uested to disso ve the Lan ston Universit Deve o   ent Fund**

The Langston University Development Fund (LUDF) was created to serve as the institution's fundraising arm before establishing the Langston University Foundation. The LUDF, which was granted tax exempt status in 1995, is no longer desired or is not needed to operate as a fundraising entity. Since its inception in 2007, the Langston University Foundation has been the institution's primary fundraising entity.

In order to construct residential housing on the Langston Campus in the late 1990s and early 2000s, the debt was managed through the LUDF. Upon refinancing, the debt was taken on by Langston University. The LUDF has had no activity since the debt refinancing was completed. While the LUDF still exists, the Langston University Foundation has been responsible for filing appropriate paperwork and tax returns annually. The dissolution of the LUDF will result in cost savings, as the filing of a tax return and other audit preparatory paperwork will no longer be necessary for LUDF.

Upon board approval by the Oklahoma A&M Board of Regents, the Langston University Foundation will file the appropriate paperwork with the Office of the Oklahoma Secretary of State before June 30, 2024, via the Certificate of Dissolution. CliftonLarsenAllen, LLP will file the 2023 tax return and also assist the Langston University Foundation with the final tax return following dissolution of the LUDF.



**J – PURCHASE REQUESTS**

1. Approval is requested to process purchase orders to approved contracted vendors for Summer Make Ready (SMR) work on the Langston Campus. The work encompassed within the scope of SMR is intended to prepare the campus for the Fall 2024 semester. Work will begin in early May 2024 immediately following the end of the Spring 2024 semester.

These costs are separate and apart from the annual contracted amount for each vendor. Our intent is to isolate the costs related to SMR for better reporting and analysis for future cost-savings. Funding will come from legally available funds. (Auxiliary Enterprise Funds)

<b>Contracted Vendor</b>	<b>Cate or</b>	<b>Esti ated Cost</b>
Belfor	Facilities Maintenance/Light Mechanical	\$200,000.00
Jackson Mechanical	Mechanicals (HVAC, Electrical, Plumbing)	\$200,000.00
McIntosh	Mechanicals (HVAC, Electrical, Plumbing)	\$100,000.00
Luckinbill	Mechanicals (HVAC, Electrical, Plumbing)	\$150,000.00
<b>Tota</b>	<b>A Contracts</b>	

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: Institution President

Subject: FTE Employee Report for Fiscal Quarter Ending \_\_\_\_/\_\_\_\_/\_\_\_\_  
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	Faculty		Other		Faculty	Faculty		Other		Faculty	Total FTE	
		Regular	Student				Regular	Student				Regular	Student			

A. FTE Employees for Reported Fiscal Quarter

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.

#### **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. 3-4-26-24 and considered a part of these minutes.)

##### **A-1 Remarks by President Kayse Shrum**

President Shrum said she would like to share a little about Capitol Cowboys Day at the State Capitol. She thanked Ms. Karlee Belle Gholson for organizing the event and said she did a great job. There is always a great turnout from the Cowboy family, including faculty, staff, students, and alumni, along with the band, pom team, and several student athletes. She said the House and Senate recognized Mr. John Smith, Head Coach of OSU Wrestling, for his 33-year career and his legacy, not only at OSU but in the world of wrestling and with his student athletes. The House and Senate also recognized Pistol Pete to celebrate 100 years of Frank Eaton's legacy.

President Shrum referenced the handout distributed to the Board and noted it is the same handout that was also distributed to legislators and staff. (A copy of the handout is attached to this section as ATTACHMENT A and considered a part of these minutes.) Various teams utilized the handout as they visited different offices to share the story of OSU and to talk about OSU's statewide impact and mission to serve all of Oklahoma. These teams emphasized OSU's legislative priorities, including the OSU's Agriculture Research Stations and Extensions, and research in biosecurity, energy, health, and human performance. President Shrum also said they wanted to make the point that OSU is the undisputed statewide leader for Polytech and is directly addressing Oklahoma's workforce needs in the areas of science and technology through its Polytech initiative.

##### **A-2 Polytech Presentation by Kyle Wray, Senior Vice President for System Affairs**

Mr. Wray said one of the key messages OSU wanted to begin with when Polytech was announced in December 2023 was to establish OSU's dominance across Oklahoma with its Polytech approach to education. (A copy of the presentation is attached to this section as ATTACHMENT B and considered a part of these minutes.) As noted on page 2 of the presentation, 3,700 students are enrolled across three different campuses in 60 academic programs, spanning seven decades of experience. Mr. Wray said there is a lot of advertising and messaging to communicate OSU's leadership position as the State's dominant provider of Polytech education.

Mr. Wray then moved to page 3, noting seven areas have been identified to conduct industry research: aerospace and aviation; advanced manufacturing; energy and power; healthcare and life sciences; information technology and telecommunications; supply chain and operations; and construction.

Mr. Wray continued to page 4, which outlines the engagement strategy for the program. The next phase is conducting a listening tour and hosting industry roundtables in Oklahoma City, Tulsa, and 13 major rural communities across the state. OSU will identify local industry partners in all seven of the aforementioned areas. Then OSU will conduct a roadshow, hosting half-day summits with engaging content, panels, keynote speakers, etc. They will recruit local industry, political, and legislative leaders as panelists and State leaders to serve as keynotes. They will also recruit prospective students and partners. An impact report will be provided to the Board to include the

development of a communication strategy to share the impact of Polytech in workforce development while highlighting industry partnerships and milestones along the way.

Mr. Wray moved to page 5. In order to meet its goals, OSU is broadening its approach to education beyond recruiting traditional students to Stillwater for four-year degrees. This is because of shifting trends in higher education and to be the preeminent land-grant institution in the country, OSU has to anticipate these changing trends which are listed on page 6.

He said success for the State and Polytech leaders are not just traditional degree pathways such as associate, bachelor's, and graduate degrees but also non-degree pathways such as micro-credentials, and undergraduate and graduate certificates as shown on page 7. Ways to achieve these pathways are listed on page 8 and the overall learning model is to be flexible in all areas. Mr. Wray said a key component is relationships with industry partners such as those listed on page 9 at the level of advisory, hands-on, and strategy. He said OSU's most recent announcement was its relationship with the Federation for Advanced Manufacturing Education (FAME) and partnership with the Oklahoma City Chamber of Commerce. This is an "earn while you learn" 3-in-2 program: where students will work three days a week and attend classes the other two days at OSU-Oklahoma City. Upon completion of the program, a job will be waiting for students. Mr. Wray said there are currently six industry partners in advanced manufacturing across Oklahoma City who are providing opportunities for students.

Mr. Wray then closed his presentation by highlighting the remainder of the pages.

#### B-1 Adoption of Memorial Resolutions for Vernon Mast and Lawrence Pasternack

President Shrum said the statements prepared for these individuals are included in the OSU Agenda as Reference Document B-1. (Copies of the Memorial Resolutions are collectively attached to this section and identified collectively as ATTACHMENT C and considered a part of these minutes.)

Regent Davis moved and Regent Milner seconded to adopt the Memorial Resolutions as recommended for the individuals listed in Item B-1 of the OSU Agenda.

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

#### Provost Jeanette Mendez presented the following items pertaining to Personnel, Policy and Operational Procedures, and Academic Affairs:

#### C-1 Approval to update the Oklahoma State University Student Code of Conduct

Provost Mendez noted Item C-1 was discussed with members of the AAPP Committee during their meeting earlier this week.

Acting AAPP Committee Chair Taylor said after discussion of the requested update to the definition of “harassment” within the OSU Student Code of Conduct, the Committee acted to recommend approval of Item C-1.

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

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

D-1 Approval of personnel actions

Provost Mendez said the personnel actions include 36 new appointments, including the appointments of Dr. Melinda Cro as the Professor and Dean of the College of Arts and Sciences; Dr. Melanie Morgan as Professor and Dean of the Graduate College; and Mr. Steve Lutz as Head Coach of Men’s Basketball. Also included are 21 changes in appointments and 14 sabbatical leave requests. For informational purposes there are four retirements and seven separations listed.

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

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

E-1 Approval of curricular changes including new degrees, program modifications, etc.

Provost Mendez said this Item was also discussed with members of the AAPP Committee.

Acting AAPP Committee Chair Taylor said the Committee recommends Board approval of all curricular items listed in Item E-1.

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

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

Regent Rick Davis said he noticed the retirement of OSU Police Chief Leon Jones. He expressed appreciation for Chief Jones’s many years of great service to the institution. Chair Hall agreed.

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

Mr. Weaver said Items G-2 and G-3 were discussed with members of the Fiscal Affairs and Plant Facilities (FAPF) Committee during their meeting earlier this week.

G-2 Approval to grant the President of Oklahoma State University the authority to enter into and execute a lease agreement

FAPF Committee Chair Walker said approval of this request would grant the President of OSU the authority to enter into and execute a three-year lease agreement for a building that will be used primarily by OSU's Center for Local Government Technology. The estimated cost to OSU is \$291,296 per year. The Committee acted to recommend Board approval of this Item.

Regent Walker moved and Regent Milner seconded to approve Item G-2 as presented in the OSU Agenda.

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

G-3 Approval to authorize the OSU-Tulsa administration to enter into a Letter of Intent for a land swap agreement with the Tulsa Housing Authority (OSU-TUL)

FAPF Committee Chair Walker said approval of this Item would give the President of OSU-Tulsa or their designee the authority to swap a 3.54-acre plot owned by the Board with a 3.32-acre plot owned by the Tulsa Housing Authority. The Committee acted to recommend Board approval of G-3.

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

Those voting Aye: Board Members Baetz, 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>Commission</u>	<u>Commission No.</u>
Zachary E. League.....	833
 <u>Decommission</u>	 <u>Commission No.</u>
Brett M. Lurkins.....	821

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

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

Mr. Weaver said all items in Section I were also discussed with members of the FAPF Committee during their meeting earlier this week.

I-1 Approval to select an architectural firm to assist with the design and construction of research facilities at the Agronomy Station

I-2 Approval to select a construction management firm to assist with the design and construction of research facilities at the Agronomy Station

Regent Walker moved and Regent Davis seconded to select Dewberry Architects, Inc. as the architectural firm and Willowbrook, Inc. as the construction management firm to assist with the project as listed in Section I, Items 1 and 2 of the OSU Agenda.

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

I-3 Approval to increase the budget for the Transportation Operation and Maintenance Facility

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

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

J-1 Approval of sole source & special request purchasing items (OSU-System)

J-2 Approval of revolving & appropriated funds purchasing items (OSU-System)

J-3 Approval of auxiliary enterprises funds purchasing items (OSU-System)

Regent Taylor moved and Regent Milner seconded to approve Section J, Items 1, 2, and 3 as presented in the OSU Agenda.

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

J-4 Approval of plant funds purchasing items

Regent Davis moved and Regent Walker seconded to approve Item J-4 as presented in the OSU Agenda.

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

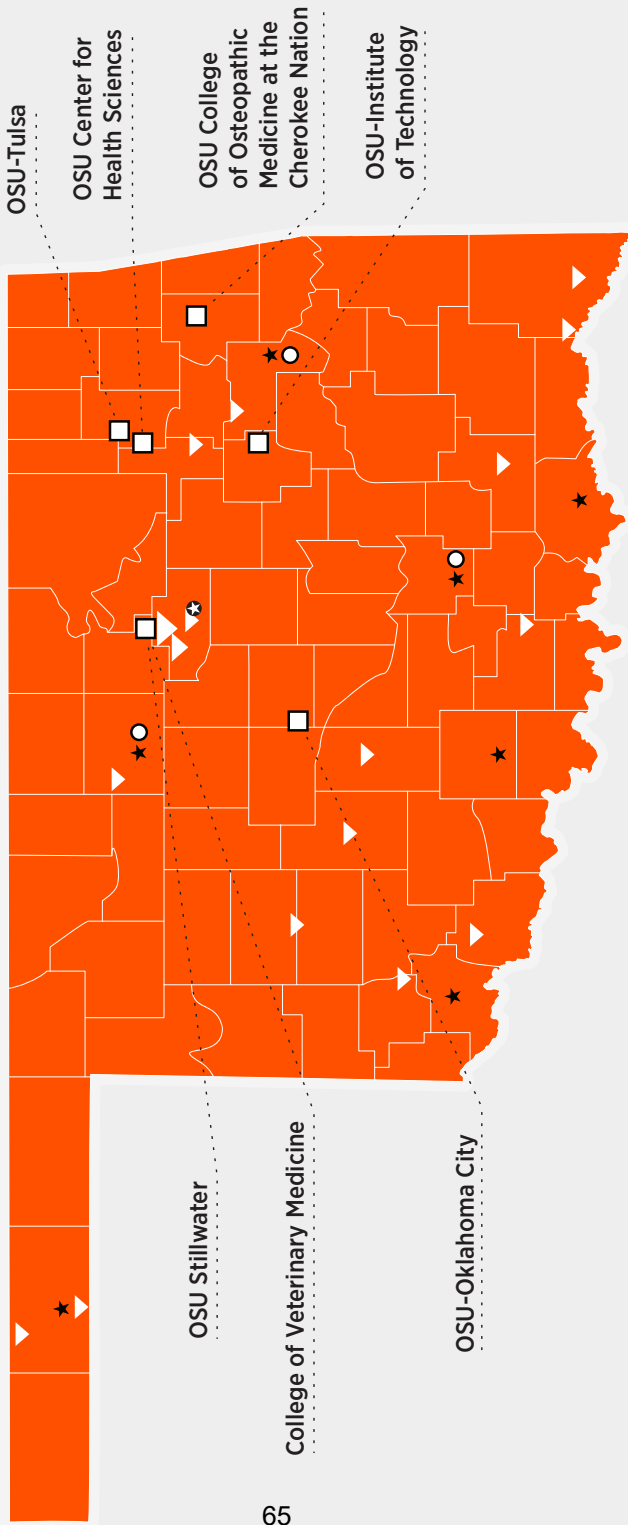
The business of OSU being concluded, President Shrum and other members of the University's administration were then excused from the meeting.



# WHO HAS THE LARGEST STATEWIDE IMPACT?

## ORANGE IS THE ANSWER

### PRESENCE IN ALL 77 COUNTIES



Oklahoma State University, the largest university system in the state, is more than just an institution of higher learning.

With the OSU System spanning across the state, our network is focused on a bold vision of economic growth, accessible programs and cutting-edge education. Through an integrated university system, the future of Oklahoma thrives as we ensure a unique approach to academics, research and Extension.

- ★ OSU Extension State Office
- District Offices
- ★ Area Specialists
- ▼ Ag Research Facilities

### Elevate and amplify the voice of OSU Extension:

- Competitive compensation for Extension and Experiment Station employees
- Reinvestment in agricultural experiment and research stations
- Revamp district-level Extension offices
- Modernize and re-invigorate the Robert M. Kerr Food and Agricultural Products Center (FAPC)

# 2024 OSU LEGISLATIVE PRIORITIES

- Enhancing human and animal health through *biosecurity research*
- Enhancing health through *human performance and nutrition research*
- Critical *aerospace research* to support Oklahoma jobs
- *Energy-sector research* to increase U.S. energy output

The OSU System is **34,000 students** strong and we live by **the Cowboy Code**.

WE DREAM AS BIG AS THE SKY.  
WE END THE DAY KNOWING  
WE GAVE IT EVERYTHING WE HAD.  
WE FINISH WHAT WE START.  
WE STAND FOR WHAT MATTERS,  
EVEN IF WE STAND ALONE.

WE KNOW CHALLENGES COME WITH PAIN,  
BUT PAIN WILL NOT WIN.  
WE HAVE A PASSION TO DO WHAT'S RIGHT,  
EVEN WHEN IT'S HARD.  
BEING A COWBOY ISN'T IN OUR CLOTHES,  
IT'S IN OUR CHARACTER.

# STATEWIDE IMPACT, SERVING ALL OF OKLAHOMA





**OSU is the undisputed leader in polytech education and academic innovation** by preparing the workforce needed to power a technology-driven economy.

OSU Polytech provides students at every stage of their educational journey with the knowledge, skills and hands-on training to **achieve career success in high-demand STEM fields.**

OSU POLYTECH

**Oklahoma: Open for business  
in science and technology**

**In December, Oklahoma State University launched a statewide initiative to address Oklahoma's high tech workforce needs in the following key industry sectors:**

- Aerospace and Aviation
- Advanced Manufacturing
- Energy and Power
- Health Care and Life Sciences
- Information Technology and Telecommunications
- Supply Chain and Operations
- Construction

decades  
of experience

# 3,700+

# students enrolled



# programs



## locations + online

# BETTER OKLAHOMA HEALTH OUTCOMES

**OSU's focus on health and wellness is a part of our overall mission to deliver better health outcomes for ALL Oklahomans.**

The OSU College of Osteopathic Medicine stands as a top provider of graduates practicing in health professional shortage areas and in graduates practicing in rural areas ... *where so many of our fellow Oklahomans live and work*. Additionally, OSU is a critical partner in a statewide, bipartisan effort to address Oklahoma's mental health care needs.

# #1027

**nationally ranked college of  
medicine for professional  
shortage areas**

**for graduates  
in rural areas**

**primary care and  
specialty clinics**

OSU COM at the Cherokee Nation 2025

**1st** tribal-affiliated medical school in the U.S  
**11+ tribes** represented from 31 Oklahoma counties

Oklahoma Psychiatric Care Center  
opens in Tulsa

**No single attribute distinguishes the Land-Grant tradition more than a commitment to Extension.**

OSU Extension enables the delivery of vital capabilities for rural Oklahoma — including economic development, workforce excellence, and health care — across all 77 counties. **And through 4-H clubs and programs, we reach tens of thousands of young Oklahomans.**

# Presence in all

## OKLAHOMA COUNTIES

# EXTENSION AND AG RESEARCH

# Serving all Oklahomans

1,000

ag research trials across  
40+ research facilities

# 65-100% ROI

## on public investment in Extension and ag research

13k

## Oklahoma youth enrolled in 4-H

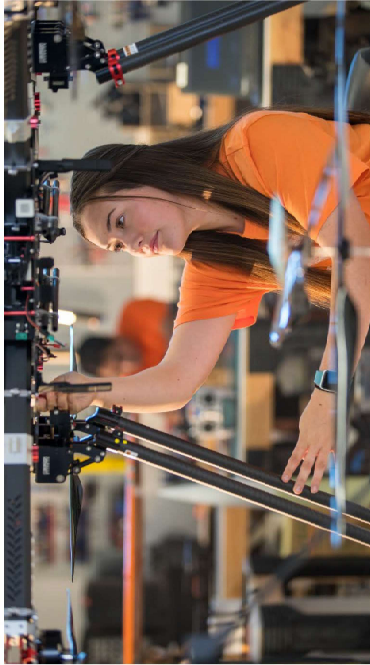
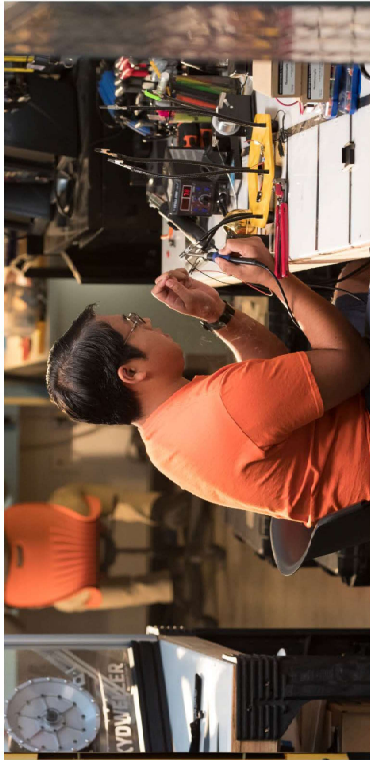
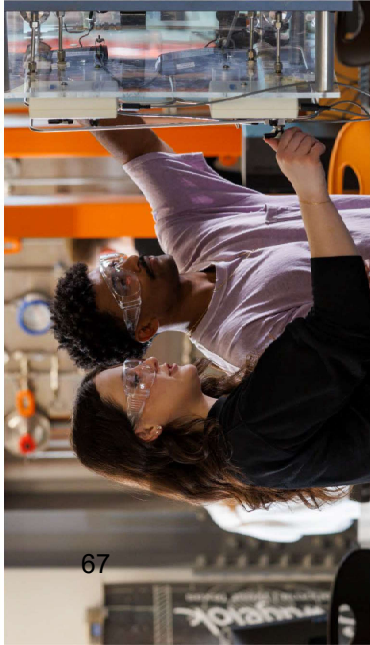
176k

young lives reached through 4-H school and community outreach





POLYTECH



**PREPARING OKLAHOMANS**  
for a Technology-Driven World

# OSU POLYTECH

## Oklahoma's Technology Education Leader

3,700+

STUDENTS ENROLLED IN

60+

PROGRAMS



70+

YEARS OF  
APPLIED  
EDUCATION

OSU is the undisputed leader in polytech education and academic innovation by preparing the workforce needed to power a technology-driven economy.

OSU Polytech provides students at every stage their educational journey with the knowledge, skills and hands-on training to **achieve career success in high demand STEM fields.**



In December, Oklahoma State University announced a statewide initiative to address Oklahoma's high tech workforce needs in the following key industry sectors:

- Aerospace and Aviation
- Advanced Manufacturing
- Energy and Power
- Health Care and Life Sciences
- Information Technology and Telecommunications
- Supply Chain and Operations
- Construction

## Dr. Kayse Shrum: OSU Polytech bridges gap between high-tech skills and economic growth

Dr. Kayse Shrum · Jan 7, 2024 · Updated Feb 13, 2024 · 0



*"We must make sure Oklahoma is open for business when it comes to science and technology."*

PRESIDENT KAYSE SHRUM

# OKLAHOMA'S HIGH-TECH WORKFORCE:

## Industry Brainstorming and Engagement Strategy



### ANNOUNCEMENT

DEC. '23

- President Shrum announces OSU Polytech's focus on Oklahoma's high-tech workforce



### LISTENING TOUR

APRIL-MAY '24

- Host industry roundtables in OKC, Tulsa and 13 major rural communities across the state
- Identify local industry partners to co-host
- Determine dates
- Determine industry and legislative leaders to be invited



### ROADSHOW

MID 2024

- Host half-day summits with engaging content (2 panels, keynote speakers, etc.)
- Recruit local industry, political and legislative leaders as panelists and state leaders to serve as keynotes
- Select 6 – 8 tour cities
- Recruit prospective students and partners



### IMPACT REPORT

AUG.-OCT. '24

- Develop communications strategy to share the impact of OSU Polytech on workforce development
- Highlight industry partnerships
- Highlight milestones, fundraising, and student enrollment success



# ECONOMIC IMPACT MODEL

## Training the Workforce to Power Oklahoma's Economy

In today's rapidly evolving global economy, the success and competitiveness of local and state economies are heavily reliant on a skilled and adaptable workforce. Workforce development initiatives like OSU Polytech play a pivotal role in shaping the economic landscape of our state and Oklahoma communities statewide.

**OSU Polytech has a singular goal: to train a highly skilled workforce for Oklahoma.** OSU Polytech will have a far-reaching impact. This initiative will ensure Oklahoma businesses will have the talent needed to drive economic growth, unleash innovation, and increase productivity to enable Oklahoma to compete nationally and globally.

NATIONAL AND GLOBAL  
COMPETITIVENESS

ECONOMIC  
GROWTH

WORKFORCE  
DEVELOPMENT



**POLYTECH**

ACCESS + FLEXIBILITY +  
STEM + HANDS-ON TRAINING

# CONFLUENCE OF HIGHER EDUCATION AND WORKFORCE TRENDS

## HIGHER EDUCATION TRENDS

- Declining number of traditional students
- Increased demand by students and their families for career-preparing education
- Growing population of adult learners
- Increased demand for expeditious non-degree skilling and training
- Normalization of remote learning due to the pandemic
- Rapid growth of online education and degrees
- Heightened scrutiny of the value and relevance of higher education
- Rising student debt and tuition costs

POLYTECH



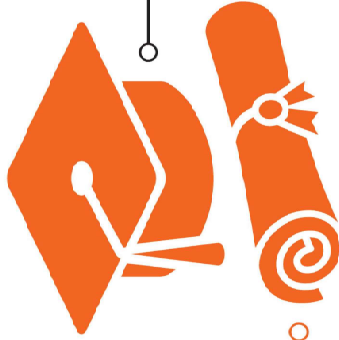
## WORKFORCE TRENDS

- Accelerated digitization and industry automation, requiring workers to have digital skills to carry out responsibilities
- Mismatch between the skills and qualifications possessed by the available workforce and the skills required by industry
- Demand by industry to upskill and reskill their workforce continuously to keep pace with technological changes
- Concerns over the impact of skilled labor shortages on economic growth and supply chain and service disruptions.



# MULTIPLE PATHWAYS TO SUCCESS

## DEGREE PATHWAYS



- Associate Degree
- Bachelor's Degree
- Graduate Degree

## NON-DEGREE PATHWAYS



- Microcredentials
- Undergraduate Certificates
- Graduate Certificates



**SUCCESS**

# FLEXIBLE LEARNING OPPORTUNITIES

INSTRUCTION MODE OF DELIVERY	PROGRAM TYPE AND LENGTH	COURSE LOAD	ENROLLMENT AND ADMISSIONS
<ul style="list-style-type: none"> <li>• Face-to-face, in-person</li> <li>• Online, virtual</li> <li>• Online, on demand</li> <li>• Hybrid</li> </ul>	<ul style="list-style-type: none"> <li>• Microcredential (very short)</li> <li>• Certificate (short)</li> <li>• Associate degree (2 years+)</li> <li>• Bachelor's degree (3- 4 years+)</li> <li>• Graduate degree (2 years +)</li> </ul>	<ul style="list-style-type: none"> <li>• À la carte for credit courses</li> <li>• Non-credit courses and microcredentials</li> <li>• Stackable microcredentials and certificates</li> <li>• Part-time degree</li> <li>• Full-time degree</li> <li>• Accelerated degree programs</li> </ul>	<ul style="list-style-type: none"> <li>• Open enrollment</li> <li>• Flexible start times for online programs</li> <li>• Duration options from accelerated learning to paced learning</li> <li>• Semester, summer, and winter breaks course offerings</li> </ul>

# INDUSTRY ALIGNMENT:

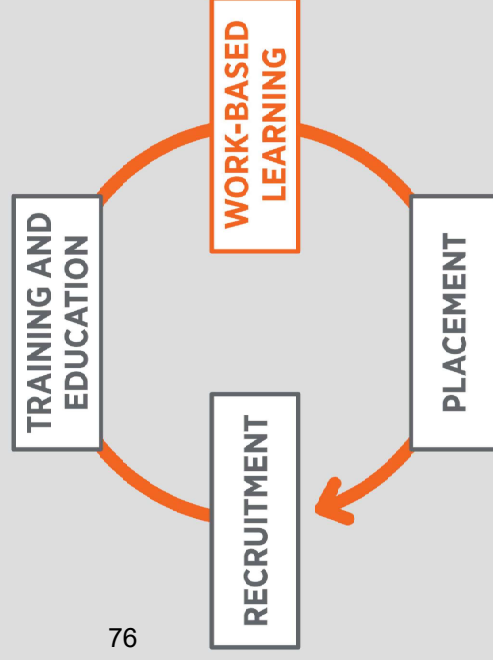
## Partnering with Industry at Every Level

ADVISORY INDUSTRY PARTNERS MODERATE ENGAGEMENT	HANDS-ON INDUSTRY PARTNERS HIGH ENGAGEMENT	STRATEGIC INDUSTRY PARTNERS VERY HIGH ENGAGEMENT
<ul style="list-style-type: none"><li>• Serve on advisory councils</li><li>• Provide input and feedback on curriculum content and development</li><li>• Provide input and feedback on industry skills and competency needs to help develop industry-aligned academic programs</li><li>• Provide insight into industry trends</li><li>• Provide letter of support for grant applications</li></ul>	<ul style="list-style-type: none"><li>• Participate in career fairs and industry presentations</li><li>• Serve as mentors, project sponsor, guest speakers, interviewers, and reviewers</li><li>• Host company tours and externships</li><li>• Provide internships and cooperative education opportunities</li><li>• Employ graduates</li><li>• Assist in making introductions</li></ul>	<ul style="list-style-type: none"><li>• Cover tuition for sponsored students</li><li>• Cover tuition for reskilling and upskilling of employees</li><li>• Collaborate on credentialing new academic programs</li><li>• Loan employees to serve as instructors</li><li>• Contribute in-kind and/or financial resources (capital, scholarship, stipends, research, and instruction support)</li><li>• Develop new training centers (on-site, co-located, etc.)</li></ul>

# REAL WORLD EXPERIENCE

## Through Work-Based Learning Opportunities

Student Workforce Development Cycle



Work-based Learning Model

### AWARENESS LEARNING ABOUT WORK

- Interest aptitude tests, skills mapping, career counseling, guest speakers, Lunch and Learns, career and industry presentations, career fairs

### EXPOSURE LEARNING ABOUT PATHWAYS TO WORK

- Company case studies, company tours and presentations, job shadowing and externships, active mentorships

### ENGAGEMENT LEARNING TO PREPARE FOR WORK

- Employment readiness, life skills development, career planning, practicums, project-based learning (company sponsored)

### IMMERSION LEARNING AT WORK

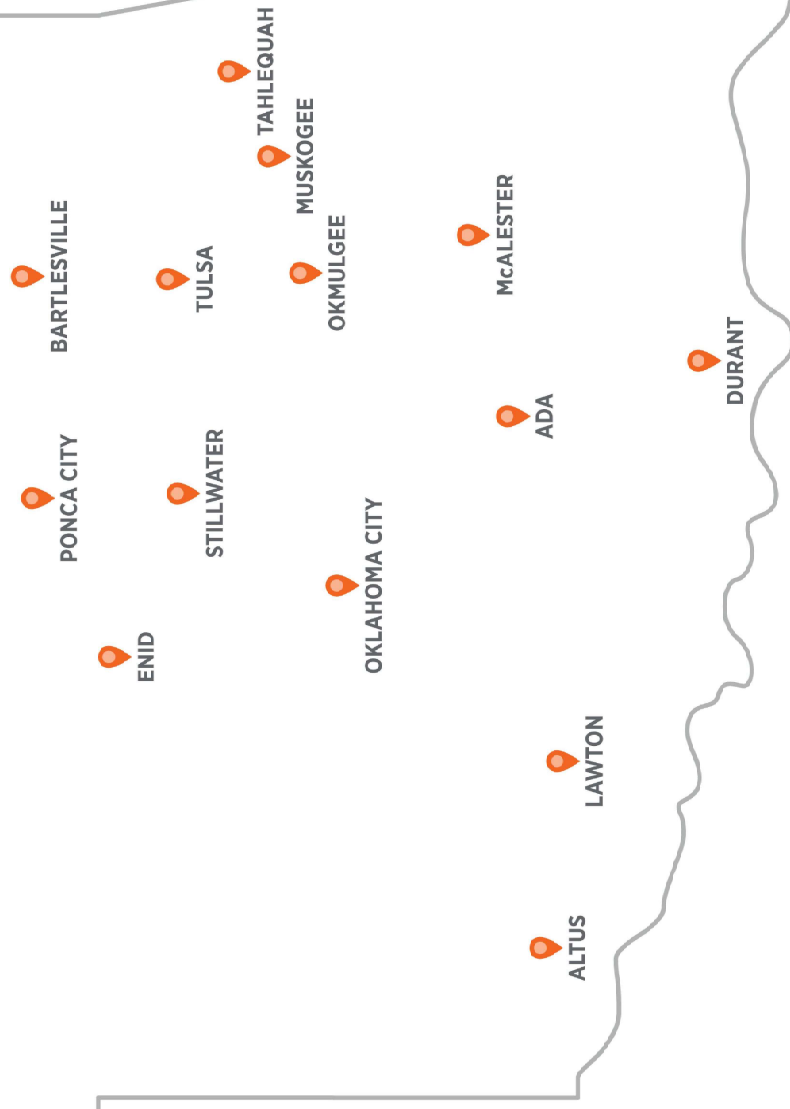
- Internships, apprenticeships, Earn as You Learn models, service learning (volunteer based), clinical experience, cooperative education, contracted employment

# INDUSTRY LISTENING TOUR

## SELECTION CRITERIA

MAJOR URBAN AREA + OSU CAMPUS + MAJOR TRIBAL NATION HQ  
+ MAJOR INDUSTRY SITE + U.S. MILITARY INSTALLMENT

 GUYMON



## PRIORITY INDUSTRY SECTORS

- Advanced Manufacturing
- Aerospace and Aviation
- Construction
- Energy and Power
- Health Care
- Information Technology and Telecommunications
- Supply Chain and Operations

# INVESTMENT AREAS

## to Support Transformational Impact on Workforce

### 1 *Staffing*

- Instruction
- Recruitment and admissions
- Career development
- Academic advising
- Student support services
- Software development
- IT support

### 2 *Facilities and Equipment*

- Hands-on learning spaces and equipment for industry sectors (manufacturing, aerospace, construction, etc.)
- Simulation labs and equipment



POLYTECH

### 3 *Technology*

- Online learning platform
- Learning management system
- IT infrastructure (servers, databases, etc.)
- A/V equipment and software
- Digital twin

### 4 *Instructional Design*

- Curriculum development
- Instructor training
- Educational software
- Video production of tutorials
- Program accreditation
- Learning assessment
- Data analytics

# FINANCIAL MODEL

## Contracted Services

- Fee-for-service training and credentialing programs
- Consulting and assessment services
- Student employment

## Course and Program Fees

## Federal Grants

## Industry Sponsorships

## Major Gifts

## State Funds

## Tuition

- Course enrollment
- Certificates
- Microcredentials
- Degrees

OSU Polytech  
Revenue Sources



**MEMORIAL RESOLUTION**

**WHEREAS**, it has been called to the attention of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that former Associate Professor, Dr. Vernon Mast, Civil and Environmental Engineering Department, was claimed by death on January 16, 2024, and,

**WHEREAS**, Dr. Mast, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from July 1, 1980, to the date of his retirement, January 15, 2000, and as a citizen worthy of commemoration and respect; and,

**WHEREAS**, in his passing, Oklahoma State University has suffered the loss of a friend and devoted citizen.

**NOW, THEREFORE, BE IT RESOLVED** that the Board takes this method to express appreciation for the years of service rendered by Dr. Mast 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 this resolution be sent to the family of Dr. Mast and a copy made a part of the official minutes of the Board as a lasting tribute to his service and commitment to higher education in Oklahoma. Adopted by the Board of Regents on this 26<sup>th</sup> day of April 2024.



  
\_\_\_\_\_  
**Regent Joe D. Hall, Chair**

Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges

  
\_\_\_\_\_  
**Jason Ramsey, Chief Executive Officer**

Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges



**MEMORIAL RESOLUTION**

**WHEREAS**, it has been called to the attention of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that former Professor, Dr. Lawrence Pasternack, Philosophy Department, was claimed by death on January 30, 2024, and,

**WHEREAS**, Dr. Pasternack, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from August 16, 1998, to the date of his death, January 30, 2024, and as a citizen worthy of commemoration and respect; and,

**WHEREAS**, in his passing, Oklahoma State University has suffered the loss of a friend and devoted citizen.

**NOW, THEREFORE, BE IT RESOLVED** that the Board takes this method to express appreciation for the years of service rendered by Dr. Pasternack 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 this resolution be sent to the family of Dr. Pasternack and a copy made a part of the official minutes of the Board as a lasting tribute to his service and commitment to higher education in Oklahoma. Adopted by the Board of Regents on this 26<sup>th</sup> day of April 2024.



  
\_\_\_\_\_  
**Regent Joe D. Hall, Chair**

Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges

  
\_\_\_\_\_  
**Jason Ramsey, Chief Executive Officer**

Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges

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

President Ron Ramming came before the Board to review the Agenda and present the business of Connors State College (CSC). (The CSC Agenda is attached to this section and considered a part of these minutes.)

### **A-1 Remarks by President Ron Ramming**

President Ramming congratulated Interim President Jackson on her appointment as the next President of LU. He said he looks forward to working with her.

#### **A-1.a. CSC Connection Publication**

President Ramming referenced the lead article of the *Connection* magazine featuring the success of the men's and women's basketball programs. Both teams qualified for the National Tournament. The men's basketball team had a great run and finished in the final four but were three points short of making it to the championship game. President Ramming said it was a great season and a lot of fun. Mr. Brayden Hubbard, who is featured on the cover, was named an All-American player. President Ramming said this is significant because there are only ten players in the nation who achieve this designation out of the approximately 180 Division 1 basketball teams in junior college sports.

President Ramming said the women's basketball team traveled to Casper, WY for the National Tournament. He expressed appreciation for their effort and said he is very proud of how they competed, as well as how both teams represented the College.

President Ramming said the 77<sup>th</sup> Annual Aggie Day interscholastic competition was held on the first Thursday in April as noted on page 5. Roughly 2,500 people were on campus for these events from around 200 schools. President Ramming said hosting this event is a herculean undertaking by the agriculture division. Ms. Debra Golden is the division chair and he thanked her for all her time and coordination of this event. He said it was great to see so many students on campus.

He moved to page 10 which highlights the first annual A&M Classic baseball game with CSC competing against Northeastern Oklahoma A&M College (NEO) at ONEOK Field in Tulsa. President Ramming said this was a great event and he thanked NEO President Kyle Stafford for getting in touch with the right people to make it happen. At least 200 former players, alumni, and fans showed up to support CSC's team. President Ramming also expressed appreciation for Regent Jimmy Harrel and the Bank of Western Oklahoma for sponsoring the event.

### **C-1 Approval for the revised Connors State College Student Handbook**

President Ramming said this Item was discussed with members of the AAPP Committee earlier this week. He noted this Item has been reviewed by the Board's Office of Legal Counsel (OLC).

Acting AAPP Committee Chair Taylor said the Committee discussed the proposed changes to the CSC Student Handbook, which include updated fee amounts for policy violations, prohibited appliances in student housing, updated quiet hours, and guidelines for visitors to student residences. The Committee acted to recommend Board approval.

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

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

C-2 Approval for the revised Weather and Emergency Notification Policy in the Connors State College Course Catalogue

President Ramming said he asked Dr. Chris McBeath, Vice President of Academic Affairs, and Mr. Jake Lawson, Dean of Students, to work on this in light of recent school closures, in particular the virtual campus component, to ensure the College sets clear expectations. In most cases, if the College decides to close for inclement weather, they do not want to lose an instruction day.

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

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

D-1 Personnel Actions

The personnel actions listed in Item D-1 were provided for informational purposes only.

E-1 Approval for modification of the Licensed Practical Nursing certificate

President Ramming said this is an embedded certificate and offers two classes under the Nursing Foundation section, including Mathematics for Nursing and Foundations of Nursing.

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

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

H-1 Approval to enter a clinical affiliation agreement effective February 2024 for a term of one year, and to renew an existing clinical affiliation agreement for FY 2025

(The clinical affiliation agreements are collectively on file in the Board of Regents' Office as Doc. No. 4-4-26-24 and considered a part of these minutes.)

Regent Davis asked if these agreements have been reviewed by OLC. President Ramming said yes.

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

Those voting Aye: Board Members Baetz, 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 and install Uninterruptible Power Supply units in all network closets to mitigate the effects of power fluctuations

President Ramming said this equipment may also help the College improve network security operations.

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

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

A-1.b. Early College

President Ramming said the College is in its third year of this program with Muskogee Public Schools (MPS). There are around 69 students currently enrolled, ranging from freshmen to juniors. Thirty students are selected for next year. When the Board initially approved this program a few years ago, the students from MPS were bussed to the College's Muskogee campus to attend classes during their freshman year, followed by their sophomore, junior, and senior years, with the goal of completing an associate's degree by the time they graduate high school. President Ramming said this program is on track.

At the previous Board meeting, President Ramming discussed the College's correctional programs. Yesterday, he and Dr. McBeath attended the graduation ceremony at the Dr. Eddie Warrior Correctional Facility for women where 25 students earned their associate's degree. Another 19 degrees will be awarded at the men's correctional facility this May. They anticipate awarding 12 degrees in the fall. President Ramming said the program is doing what it is supposed to do by providing opportunities for these students.

President Ramming said CSC's commencement is scheduled for May 10<sup>th</sup> at 7:00 p.m. and the commencement speaker is Oklahoma Secretary of Agriculture and A&M Regent Blayne Arthur.

Chair Hall congratulated CSC on its basketball teams and their national championships and said it was a great year for both the men's and women's teams.

The business of CSC being concluded, President Ramming was then 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

April 26, 2024

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. Early College

## **B – RESOLUTIONS- None**

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

1. Board approval is requested for the revised Connors State College Student Handbook. The proposed changes to this handbook have been reviewed by Legal Counsel. (Reference Document C-1)
2. Board approval is requested for the revised Weather and Emergency Notification Policy in the Connors State College Course Catalogue. (Reference Document C-2)

## **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**

1. Board approval is requested for modification of the Licensed Practical Nursing certificate. This change offers two classes under the nursing foundations section, including NURS 1133 Mathematics for Nursing or NURS 1143 Foundations in Nursing Clinical.

(Reference Document E-1)

**F - BUDGETARY ACTIONS- None**

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

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

1. Board approval is requested to develop a clinical affiliation agreement and a renewal agreement for the fiscal year 2024. (Reference Document H-1)

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

**J - PURCHASE REQUESTS**

1. Ratification of interim approval is requested to purchase and install Uninterruptible Power Supply units in all network closets to mitigate the effects of power fluctuations. Units provide temporary battery backup ensuring uninterrupted network operations.

(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. Out-of-state travel for February and March 2024
2. FTE Employment Report March 2024

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'R. Ramming', with a large, sweeping underline.

Dr. Ronald S. Ramming  
President

## Connors State Student Handbook Proposed Changes

### CSC SH Page 35-Current Policy

#### 5. Cleanliness

- a. Keep your room reasonably neat and clean.
- b. You are also expected to help keep all common areas (living area, hallway, vanity, showers, and commodes) and your room neat.
- c. Room checks will be conducted at random as designated by your resident manager.
- d. The following guidelines will help you pass inspection: dust, clean countertops, and sink, showers, commodes, take the trash to the dumpster, hang up clothes, clean, and vacuum.
- e. Miller's Crossing has dormitory suites where two or four residents share showers and bathrooms. Residents are responsible for cleaning their rooms and all common areas.
- f. If your room is not clean, a \$20.00 fine will be added to your account in the business office. If you are fined 3 times, further disciplinary action will be taken.
- g. If you stain your carpet clean it immediately. Do not hang articles of clothing, towels, mops, brooms, etc. From balcony areas or breezeways.

### CSC SH Page 35-Proposed Changes

#### 5. Cleanliness

- a. Keep your room reasonably neat and clean.
- b. You are also expected to help keep all common areas (living area, hallway, vanity, showers, and commodes) and your room neat.
- c. Room checks will be conducted at random as designated by your resident manager.
- d. The following guidelines will help you pass inspection: dust, clean countertops, and sink, showers, commodes, take the trash to the dumpster, hang up clothes, clean, and vacuum.
- e. Miller's Crossing has dormitory suites where two or four residents share showers and bathrooms. Residents are responsible for cleaning their rooms and all common areas.
- f. If your room is not clean, a \$50.00 fine will be added to your account in the business office. If you are fined 3 times, further disciplinary action will be taken.
- g. If you stain your carpet clean it immediately. Do not hang articles of clothing, towels, mops, brooms, etc. From balcony areas or breezeways.

### CSC SH Page 36-Current Policy

#### 8. Cooking

Single student housing is not designed for full-meal cooking. Kitchen facilities are not provided. Small microwave ovens may be used for warming food. Residents should use disposable dishes. Under no circumstances should residents wash dishes or throw food in any sink or toilet. Students will be charged for the cost of cleanup and repairs if damage results. Fines will increase with multiple offenses. Food items should be kept in closed containers. Cleaning of game or fish is prohibited.

### CSC SH Page 36-Proposed Changes

#### 8. Cooking

Single student housing is not designed for full-meal cooking. Kitchen facilities are not provided. Small microwave ovens may be used for warming food. Residents should use



disposable dishes. Under no circumstances should residents wash dishes or throw food in any sink or toilet. Students will be charged for the cost of cleanup and repairs if damage results. Fines will increase with multiple offenses. Food items should be kept in closed containers. Cleaning of game or fish is prohibited. Please reference the list of prohibited appliances on page 38.

#### CSC SH Page 38-Current Policy

##### 20. Guests

Residents are welcome to have overnight guests of the same gender with the written approval of all other quad residents. Guests are limited to three-night visits in a semester. Visits of greater than three nights even with breaks in between or other resident's rooms are prohibited. Overnight guests of the opposite sex are never allowed, and the resident will be fined \$100 and could face suspension from student housing. Any unreported same-sex visitor in college housing after midnight weekdays or 1:00 a.m. on weekends will be considered a guest and will pay \$25.00 or leave immediately.

#### CSC SH Page 38-Proposed Changes

##### 20. Guests

~~Residents are welcome to have overnight guests of the same gender with the written approval of all other quad residents. Guests are limited to three-night visits in a semester. Visits of greater than three nights even with breaks in between or other resident's rooms are prohibited. Overnight guests of the opposite sex are never allowed, and the resident will be fined \$100 and could face suspension from student housing. Any unreported same-sex visitor in college housing after midnight weekdays or 1:00 a.m. on weekends will be considered a guest and will pay \$25.00 or leave immediately.~~

#### CSC SH Page 40-Current Policy

##### 28. Quiet Hours

Quiet hours are from 12:00 a.m. until 7:00 a.m. and apply to all residence halls, public areas, and rooms. Quiet hours in family housing are from 9:00 p.m. until 7:00 a.m. Quiet hours are extended to 24 hours a day during finals week. All radios, television, stereo equipment, or any other appliances that generate noise or sound, shall be turned down to a level that does not annoy or interfere with the quiet enjoyment of other residents. Percussive or electronically amplified acoustic instruments may be played at a level that does not annoy or interfere with the quiet enjoyment of other residents. If you are creating excessive noise during these hours, you may be fined \$20.00. Repeated offenses will result in higher fines, confiscation of your stereo, television, etc., or expulsion from college housing. Please behave courteously by not slamming doors, yelling for someone's attention, or playing your stereo or television too loudly during quiet hours.

#### CSC SH Page 40-Proposed Changes

##### 28. Quiet Hours

Quiet hours are from 11:00 p.m. until 8:00 a.m. and apply to all residence halls, public areas, and rooms. Quiet hours in family housing are from 9:00 p.m. until 7:00 a.m. Quiet hours are extended to 24 hours a day during finals week. All radios, television, stereo equipment, or any other appliances that generate noise or sound, shall be turned down to a level that does not annoy or interfere with the quiet enjoyment of other residents. Percussive or

electronically amplified acoustic instruments may be played at a level that does not annoy or interfere with the quiet enjoyment of other residents. If you are creating excessive noise during these hours, you may be fined \$50.00. Repeated offenses will result in higher fines, confiscation of your stereo, television, etc., or expulsion from college housing. Please behave courteously by not slamming doors, yelling for someone's attention, or playing your stereo or television too loudly during quiet hours.

#### CSC SH Page 43-Current Policy

##### 42. Visitation

Residents may entertain members of the opposite sex according to the following schedule: no guest of the opposite sex will be allowed in the rooms outside the below hours. Should this be violated, disciplinary action will be taken.

Sunday – Thursday 8:00 a.m. – 12:00 a.m.

Friday – Saturday 8:00 a.m. – 1:00 a.m.

During visitation hours in McClarren Hall and Miller's Crossing, you are expected to register all guests of the opposite sex at the resident manager's office located in the McClarren front lobby or Miller's Crossing clubhouse respectively. Both parties are required to provide an I.D. card upon arrival and will sign the guest registry. The guest's name, host's room number, time of arrival, and time of departure will be requested. No guests or visitors shall be authorized in Miller's Crossing clubhouse multi-purpose room except when accompanied by the resident host. No visitors or guests will be permitted in the pool area. No room may be used for visitation unless roommates agree. You are responsible for the conduct of your guests. Visitors under the age of 18 will not be allowed in college housing unless accompanied by a parent or guardian or unless written permission is on file with the resident manager. Failure to escort your guest at all times will be considered a visitation violation. Improper or late checkout will be considered a visitation violation. If you or your guest violates visitation, the minimum fine for each is \$100.00 and a two-week loss of visitation. If your guest is a non-resident, he/she will be banned from CSC housing for the semester. Anytime a student is found to let a member of the opposite sex into an inappropriate area, both will be subject to disciplinary action, fine and/or expulsion. If you leave any doors propped open (which could allow unauthorized persons to enter your room) you are subject to disciplinary action, fine and/or expulsion.

#### CSC SH Page 43-Proposed changes

##### 42. Visitation

Residents may entertain non residents according to the following schedule:

No visitation of non-residents will be allowed in the rooms outside the below hours. Should this be violated, disciplinary action will be taken.

Sunday – Thursday 8:00 a.m. – 11:00 p.m.

Friday – Saturday 8:00 a.m. – 12:00 a.m.

During visitation hours in McClarren Hall and Miller's Crossing, you are expected to register all non-resident guests of the opposite sex at the resident manager's office located in the McClarren front lobby or Miller's Crossing clubhouse respectively. Both parties are required to provide an I.D. card upon arrival and will sign the guest registry. The guest's name, host's room number, time of arrival, and time of departure will be requested. No non-residents shall

be authorized in Miller's Crossing clubhouse multi-purpose room except when accompanied by the resident host. No non-residents will be permitted in the pool area. No room may be used for visitation unless roommates agree. You are responsible for the conduct of your guests. Visitors under the age of 18 will not be allowed in college housing unless accompanied by a parent or guardian or unless written permission is on file with the resident manager. Failure to escort your guest at all times will be considered a visitation violation. Improper or late checkout will be considered a visitation violation. If you or your guest violates visitation, the minimum fine for each is \$100.00 and a two-week loss of visitation. Non-resident guests will be banned from CSC housing for the semester. Anytime a student is found to let a member of the opposite sex into an inappropriate area, both will be subject to disciplinary action, fine and/or expulsion. If you leave any doors propped open (which could allow unauthorized persons to enter your room) you are subject to disciplinary action, fine and/or expulsion.

Non-resident guests (including spouses, significant others, family members, friends, etc.) are not allowed to stay overnight in campus housing except under extraordinary circumstances and with the prior written approval by the Coordinator of Residential Life and the Dean of Students. Students must request permission in writing (24 hours in advance of arrival) to have a non-resident guest(s) stay overnight in their room or apartment. A fee of \$20 per guest, per night, will be assessed to the host/hostess. Permission for overnight guests must be granted by the Coordinator of Residential Life and Dean of Students. Guests must be registered with the Campus Housing office and may not stay longer than two continuous nights with the host student. After this period, an individual's guest privilege will expire, and the guest must leave the residential facility.

## **Weather and Emergency Notifications**

Weather in Oklahoma can be unpredictable. Connors State endeavors to maintain campus accessibility by ensuring it remains clear of ice, snow, and other potential obstacles. Nonetheless, there may arise situations where weather conditions, road safety, or other factors necessitate transitioning to virtual operations or even temporary closures for the safety and well-being of our students, faculty, staff, and visitors. This resource aims to provide clarity regarding the terminology used when announcing virtual campus operations, closures, or class cancellations. The following definitions will help you understand the language used to announce schedule changes and what you can expect for each.

**Campus Closure:** All campus operations are closed other than those deemed essential to the protection of life and property. Campus closure includes the following actions:

- Cancellation of all classes scheduled at Connors State during the period of closing.
- Cancellation of all meetings and events scheduled on the Warner and Muskogee campuses.
- Closing of all Connors State administrative offices except for those offices necessary to maintain the safety and security of the facility.
- Administrative leave granted for staff not reporting to work because of closing in accordance with the Faculty and Staff handbooks.

**Classes Cancelled; Campus Open:** All Connors State academic classes are canceled, but the Muskogee and Warner campuses remain open. Class cancellation includes the following actions:

- Cancellation of all classes scheduled at Connors State during the period of closing.
- Administrative offices open during regular hours unless specifically stated otherwise.
- Cancellation of classes does not excuse any staff member from work.
- Campus events and meetings held at the discretion of the organizer and will proceed as scheduled unless canceled by the organizer.

**Delayed Opening:** All Connors State operations are closed for a designated period of time other than those operations deemed essential to the protection of life and property.

- The length of delay is based on conditions that are expected to improve or become less hazardous after a certain amount of time.

**Virtual Campus:** All physical campus offices are closed other than those deemed essential to the protection of life and property, and other campus services are available online. Virtual campus operations include the following actions:

- Faculty have the choice to move classes scheduled at Connors State online or to cancel the class session. Students should monitor their email and Canvas for communication from their instructor.
- All meetings and events scheduled on the Warner or Muskogee campuses are moved online or canceled at the meeting organizer's discretion.
- Connors State's administrative offices move to virtual services except for those offices necessary to maintain the safety and security of the facility.
- Staff should check in with their supervisor for directions regarding remote work and potential administrative leave.

If the need arises, faculty, staff, and students will be notified via the Connors Alert System which enables Connors State to efficiently send a text and/or email alert. All are encouraged to login to their C-Key and update this information regularly. In the case of inclement weather or other adverse conditions, the following media will be contacted prior to 6:30 a.m. the day of the cancellation or postponement. No

announcement will be made if classes are not cancelled. Media sources involved in the process have been informed of this procedure. The media sources are:

<https://www.connorsstate.edu>

KTUL Channel 8

KOTV Channel 6

KJRH Channel 2

KVOO 98.5 FM

KHITS 106.9 FM

KTFX 101.7 FM

<https://www.facebook.com/connorsstate>

<https://x.com/connorsstate>

Whether inclement weather or other conditions exist on or around the Connors State campuses, the assumption of risk is a decision each individual must make even if Connors State College remains open. Students, faculty, staff and visitors are responsible for their own safety and should use their best judgment about traveling to or from campus.

- Students should communicate with their instructor as soon as possible if they decide not to attend class due to inclement weather or other hazardous conditions.
- Faculty are encouraged to accommodate students who are unable to attend class due to inclement weather or other conditions. Students may be unable to reach campus due to unsafe driving conditions outside the Tulsa area.
- Staff have the responsibility to communicate with their supervisor if they deem conditions too unsafe to attempt to report for their shift.



## Personnel Actions

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

No Changes

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

Name	Title	Effective Date	Service Time
Keys, Mattie	Director of Financial Aid	3/11/2024	15 years

## DIVISION OF NURSING AND ALLIED HEALTH

**Licensed Practical Nursing**

EMBEDDED CERTIFICATE WITHIN ASSOCIATE OF APPLIED SCIENCE IN NURSING

*Requirements for Academic Year 2025-2026*

<b>GENERAL EDUCATION REQUIREMENTS</b> <b>10 HOURS (Minimum)</b> Check Catalog listings for prerequisites		
<b>Area</b>	<b>Hours</b>	<b>To be selected from:</b>
Biology	4	BIOL 1324 Anatomy & Physiology II BIOL 2104 Human Anatomy BIOL 2114 Human Physiology
General Education Electives	6	FCSE 1213 Introduction to Nutrition PSYC 1113 Introduction to Psychology
<b>PROGRAM REQUIREMENTS</b> <b>20 HOURS (Minimum)</b> Check Catalog listings for prerequisites.		
Nursing Foundations	3	NURS 1133 Mathematics for Nursing NURS 1143 Foundations in Nursing Clinical
Nursing	17	NURS 1117 Foundations of Nursing NURS 1227 Maternal and Pediatric Nursing NURS 1223 Maternal and Pediatric Nursing Clinical
<i>To be awarded this certificate, students must be in the Connors State College Nursing Program and achieve a C or better in all Requirements.</i> Maximum 3 hours allowed for Special Topics courses towards a degree. Physical Education activity courses do not count toward graduation.		
<b>Total Hours: 30</b>		

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.)

☒ (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.)

Connors State College has experienced frequent power fluctuations, including brownouts and surges. These events disrupt critical services for 10-15 minutes, impacting:

- Distance learning: Disruptions to online courses can significantly hinder student learning.
- Telephone communications: Downtime in phone services can negatively affect student and faculty support.
- Employee productivity: Power outages can interrupt essential tasks related to student service delivery.

☐ (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):

Purchasing and installing Uninterruptible Power Supply (UPS) units in all network closets, we can mitigate the effects of these power fluctuations. UPS units provide temporary battery backup, ensuring:

- Uninterrupted network operation: Critical network equipment will remain powered during brief outages, preventing service disruptions.
- Reduced downtime: Eliminating the need for lengthy reboots will minimize the impact on college operations.

Benefits:

Investing in UPS units will enhance the college's ability to:

- Deliver reliable distance learning: Ensure a stable learning environment for online students.
- Maintain consistent communication channels: Facilitate uninterrupted phone support for students and faculty.
- Optimize employee productivity: Minimize disruptions to staff serving students

3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$ 110,000
4. Identify the fund or funds to be used in covering the cost stated above. E&G
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

4.11.24  
\_\_\_\_\_  
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:

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

\_\_\_\_\_  
Date

Connors State College has experienced frequent power fluctuations, including brownouts and surges. These events disrupt critical services for 10-15 minutes, impacting:

- Distance learning: Disruptions to online courses can significantly hinder student learning.
- Telephone communications: Downtime in phone services can negatively affect student and faculty support.
- Employee productivity: Power outages can interrupt essential tasks related to student service delivery.

By purchasing and installing Uninterruptible Power Supply (UPS) units in all network closets, we can mitigate the effects of these power fluctuations.

UPS units provide temporary battery backup, ensuring:

- Uninterrupted network operation: Critical network equipment will remain powered during brief outages, preventing service disruptions.
- Reduced downtime: Eliminating the need for lengthy reboots will minimize the impact on college operations.

#### Benefits:

Investing in UPS units will enhance the college's ability to:

- Deliver reliable distance learning: Ensure a stable learning environment for online students.
- Maintain consistent communication channels: Facilitate uninterrupted phone support for students and faculty.
- Optimize employee productivity: Minimize disruptions to staff serving students

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF FEBRUARY 28, 2024

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	0	0.00	1	6,247.94	1	1,175.65
FEDERAL	1	3,938.40	0	0.00	2	14,464.14	0	0.00
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	1.00	3,938.40	-	-	3.00	20,712.08	1.00	1,175.65

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF MARCH 31, 2024

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.	1	1,504.62	0	0.00	2	7,752.56	1	1,175.65
FEDERAL	1	4,239.17	0	0.00	3	18,703.31	0	0.00
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	2.00	5,743.79	-	-	5.00	26,455.87	1.00	1,175.65

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 Dr. Ron Ramming  
Institution President

Subject: FTE Employee Report for the Fiscal Quarter Ending 03/31/2024  
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			Regular	Student	
72.5	62.48	2.68		0.67	7.96	0.42		2	13.35	23.6		75.17	83.79	26.7		185.66
73	70	3		0	7	1		5	12	26		78	89	30		197
-0.5	-7.52	-0.32		0.67	0.96	-0.58		-3	1.35	-2.4		-2.83	-5.21	-3.3		-11.34
67	66	2		0	8	1		4	8	15		71	82	18		171

10

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

B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter. <sup>1</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 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.

## **VI. 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 section and considered a part of these minutes.)

### **A-1   Remarks by President Kyle Stafford**

President Stafford introduced two students who were invited to give comments about their experience at NEO: Ms. Taylor Fent and Mr. Elijah Wooden. Ms. Fent is a sophomore who will graduate this May and then attend Oklahoma State University (OSU). She is active in the campus community and is part of the Student Body Government (SBG). Ms. Fent is also the first-ever recipient of the Oklahoma Farm Bureau (OKFB) Young Farmers and Ranchers (YF&R) Moesel Award as part of the Collegiate Farm Bureau (CFB) chapter at NEO. She is also an Ag Ambassador, NEO Student Ambassador, and part of the International Honors Society.

Ms. Fent introduced herself as an animal science major who plans to transfer to OSU to double-major in animal science and agricultural communications. Ms. Fent said she loved her time at NEO and the connections she created with a variety of people across campus. Choosing NEO was an easy decision for her because she graduated from a high school only 15 minutes away from campus and had already taken concurrent classes through the College. Her parents and grandparents also attended NEO. Ms. Fent said the opportunities for scholarships were huge, so she knew logically and financially that attending NEO would be the best decision for her. Another factor that helped her choose NEO was how easy it was to transfer credits from NEO to OSU. Ultimately, she knew she wanted to continue her education to earn a bachelor's degree and NEO was the perfect place to begin.

Ms. Fent said NEO has opened endless opportunities for her and allowed her to hold several positions and join many organizations on campus. She is currently a senator for SBG and was fortunate to serve this last year with a great officer team. This opportunity has pushed her to meet new people and make friends she may not have gotten to know otherwise. Ms. Fent said she is proud to be a part of Student Ambassadors. Through this organization she has learned a lot about the College in order to promote NEO to high school students and tell them about her own great experience.

Ms. Fent said being a part of NEO's agricultural department has given her everlasting experiences and memories as well as prepared her with lifelong opportunities for her future. By being involved in various clubs in the department, she expanded her leadership skills and agricultural knowledge. For example, she served as the CFB President this past year, which opened up many opportunities to network with people across Oklahoma. She said she also loved her time as an Ag Ambassador and the opportunities it provided to go out in her community and exercise her leadership skills. Some of her favorite experiences during her two years at NEO was completing four honors research projects which are required for the honors program, conducting research, such as testing a microbial palace on wheat growth in NEO's greenhouse, as well as analyzing fiber digestion in mature sows on the school farm. Ms. Fent said she is truly thankful to be a part of a college and department that value research and provide her with the resources to excel in every area. Although she came to NEO already knowing her passion, the College has helped her soak up new

information and say “yes” to every opportunity. She is not only more prepared for her future career but has had the unique opportunity to learn more about herself. Her grandfather attended NEO and later became an agricultural instructor at NEO. Ms. Fent said she is proud to say she will soon become a third-generation graduate of NEO, and even though her grandfather has passed away, he still influences her life every day. Now attending NEO, she gets to hear the stories of her grandfather’s impact on his students and fellow teachers. Ms. Fent said she hopes she can leave a fraction of the impact he left. As she continues her academic career and future, she intends to represent NEO well and continue to grow.

President Stafford thanked Ms. Fent for her remarks. He then introduced Mr. Elijah Wooden, who is currently the SBG President. President Stafford said he knew Mr. Wooden was destined for great things when he met him two years ago as a high school senior. Mr. Wooden is majoring in Management Information Systems, is on the President’s Honor Roll, is a member of Phi Theta Kappa and the Future Business Leaders of America (FBLA), was a Nigh Scholar, and plays in the NEO Marching Band. President Stafford said Mr. Wooden recruited his older sister to attend NEO this past year and she, too, is excelling.

Mr. Wooden introduced himself as a sophomore originally from Muskogee. He is proud to say he will graduate with a degree in Business Administration this May. He is an officer in FBLA and loves being a part of the Marching Band. He said he has had a fun time at NEO and has met many amazing people. When he was in high school, he never dreamed of having all the opportunities he has had. Mr. Wooden said one particular opportunity was to attend the George and Donna Nigh Leadership Academy. He said it was a great experience and he met former Oklahoma governor George Nigh. It was amazing to see up-close how the government works and how bills are passed. He said it was an empowering experience and he never thought he would have the chance to meet a governor. He said words cannot describe how much he has enjoyed his time at NEO. He loved the enormous amount of support he received when he first arrived, and he connected quickly with the administration and faculty who ensured he knew he had resources and people to count on, not only in academics but in life.

Mr. Wooden said when he first arrived at NEO he was a senior in high school and was invited back to attend a business luncheon. He thought it would be a regular luncheon, but there he met President Stafford. He said he was surprised because he did not think he would meet the president of the College at the luncheon. He thanked President Stafford for introducing himself that day because he felt like more than just a number.

Mr. Wooden said as he approaches graduation, he cannot help but feel bittersweet. His time at NEO has passed quickly, but he is glad to know that NEO will always be his home. There is a saying at NEO: “Once you’re a Norseman, you’re always a Norseman.” Mr. Wooden said this is something he will always remember. He could not have asked for a better place to start his education. Even though NEO is a two-year college, there have been opportunities he never thought he would have. He thanked everyone for giving him the privilege to speak and for not only what they do for education but for the State of Oklahoma.

President Stafford expressed his appreciation to both Ms. Fent and Mr. Wooden for speaking. These individuals are just two examples of the great people who walk the sidewalks and halls of

NEO. Leading up to graduation in a few weeks, President Stafford said NEO is looking forward to celebrating their students' success.

## A-2 NEO Update

President Stafford said this individual is not mentioned in the *NEO Update*, but he wanted to specifically thank the Wyandotte Nation and Chief Billy Friend, who has been an advocate for NEO and higher education. Chief Friend started the conversation regarding the nursing program and was a catalyst for NEO to leverage the resources to receive additional American Rescue Plan Act (ARPA) dollars for the program. Chief Friend also donated \$100,000 a year and a half ago. President Stafford said NEO is pleased to celebrate a \$250,000 donation from the Wyandotte Nation to help support NEO Athletics. This donation will be a catalyst for many projects at NEO. President Stafford expressed his appreciation to Chief Friend for his leadership and commitment to higher education. Chief Friend said he wants to help NEO in areas, such as Athletics which often needs resources that the State is not able to provide.

Referencing the cover story, President Stafford said faculty and staff went around campus two or three weeks ago to set designated areas as part of a campus beautification project. He said he appreciates their willingness to do this.

President Stafford said early enrollment is underway. There are a lot of trends relating to the upcoming fall semester. Lots of things can happen between now and then but early indicators are moving in the right direction.

A week ago today, Lieutenant Governor of Oklahoma Matt Pinnell visited the NEO campus as featured on page 5 of the *Update*. Also in attendances were Superintendents from Ottawa, Delaware, and Craig counties, and NEO's CareerTech partners also participated in the conversation about what is currently being done regarding the workforce pipeline and what can be better done to understand the needs in Miami and in the surrounding communities. President Stafford said that conversation resulted in acknowledgement that there is work to be done, but there is a willingness to come together to figure out how to continue to do great things to support northeastern Oklahoma. Some of this includes providing advanced standing credit for students who are going into CareerTech programs. NEO already has a fast-track nursing program. There needs to be conversations with area high schools to ensure NEO provides the assistance needed for the workforce and to expose students to job opportunities in the region. President Stafford said they were fortunate to host Lt. Governor Pinnell on campus.

President Stafford said page 6 highlights NEO's 72<sup>nd</sup> Annual Aggie Days hosted on campus. Several hundred students attended this event. President Stafford said they are always looking for ways to get students on campus. He also mentioned NEO is in the process of repairing the roof of its rodeo arena, which is more than 50 percent complete. The funds for this repair came from the Department of Commerce.

President Stafford said he appreciates President Ramming mentioning the A&M Classic. It was a great time and they were glad to have Super Bowl LIV champion and NEO graduate, Darwin Thompson, in attendance. President Stafford also thanked Regent Harrel and the Bank of Western Oklahoma for their sponsorship of the event. He said relationships are important and they matter



as evidenced by NEO's mascot being offered the opportunity for a summer internship with the Tulsa Drillers. NEO's choir sang the national anthem at the game and was invited to return and perform at a Tulsa Drillers game. President Stafford said the game was a great opportunity for students to interact with different people they may not necessarily see on the NEO campus.

President Stafford briefly highlighted the story on page 10, which highlights NEO's great partnership with the City of Miami. The City recently transitioned to a new City Manager who is fully committed to continuing to help NEO. This partnership has led to multiple improvements such as the remodel of Red Robertson Field. President Stafford said they are very fortunate to have the City's support and in addition to installing new field turf after the conclusion of the upcoming 2024 football season, they are negotiating installation of a new jumbotron. President Stafford said Dr. Dustin Grover, Vice President of Academic Affairs, has been NEO's champion to help move this project forward. Opportunities such as these would not be available without NEO's partnership with the City of Miami. President Stafford said when he expressed his concern to the City that the lighting around the perimeter of campus is poor, the City provided new LED lighting on its poles around campus. He said he appreciates the City for all they do to help the College.

President Stafford said tomorrow is NEO's Spring Game, and many coaches will be on campus to recruit NEO's student athletes. Many alumni and stakeholders will also attend.

#### D-1 Approval of personnel actions

President Stafford said when he arrived at NEO in January 2020, Ms. Hannah McLochlin was a student worker in the Office of the President. She graduated from NEO that May and went on to attend West Texas A&M University on a horse judging scholarship where she completed her bachelor's degree. She then attended Texas A&M University where she completed her master's degree. NEO is now hiring her as an ag instructor and Head Horse Judging Coach.

He also noted Ms. Brenda Lucas is retiring after 20 years of service. Mr. Jeff Aldridge worked at NEO for 34 years, and his will be tough shoes to fill as he'd followed in the footsteps of his father. Together, he and his father served NEO for a total of almost 60 years.

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

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

#### E-1 Approval of program curricular changes

Dr. Grover said NEO is requesting the addition of an Accounting option to the Applied Science in Business Administration Technology program. This is a workforce program where students will immediately after graduation be able to do basic accounting. NEO is also requesting the addition of two courses and six hours of Approved Electives to the Psychology and Sociology program. These do not add to the total credit hours of this program, which is still 60, but simply adds flexibility for students. NEO revamped the Pre-Health Sciences program one year ago and would

like to add one course, which will not add any credit hours to the program. The Medical Laboratory Technician (MLT) program is requesting changes to three courses. The credit hours for those courses are endorsed by NEO's MLT Advisory Council and the new director. Credit hours for this program decreased to 72 from 74 which is a benefit to students. Lastly, NEO requests the addition of a one-hour class to the program inventory for pre-Engineering. This is simply an inventory course and does not add to the program hours.

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

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

G-1 Approval to expend grant funds, including payment of administrative allowance at year-end, according to grant guidelines

President Stafford said the Carl Perkins Grant Postsecondary Allocation is a consortium fund with Connors State College. The Oklahoma State Regents for Higher Education approved the Governor's Emergency Education Relief Funding for distribution in March, though details are still being negotiated.

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

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

G-2 Approval to enter into a Gift in Place Agreement with the NEO Development Foundation to construct a covered hitting facility located next to the NEO Baseball Field

President Stafford noted that this Item was discussed with members of the FAPF Committee earlier this week.

FAPF Committee Chair Walker said this project will be funded entirely by private donations. The estimated cost of the facility is \$285,000. Approval will also grant the NEO administration permission to accept the project upon completion. The Committee recommends Board approval of the administrator's request.

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

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

G-3 Approval to name the covered batting facility the “Gary and Cathy Ward Player Development Facility”

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

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

Chair Hall expressed the Board’s appreciation to Mr. and Mrs. Ward for dedicating their time, financial commitment, and expertise to elevate NEO’s baseball program.

H-1 Approval to enter into an agreement with Crawford and Associates to provide services related to the preparation of financial statements and financial consulting assistance for an amount up to \$85,000

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

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

I-1 Approval for the demolition of a campus-owned house located at 414 I Street NE, Miami, Oklahoma, at no expense to NEO

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

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

Chair Hall said he appreciates the partnership with Ottawa County and Commissioner Mike Furnas’s willingness to help.

President Stafford said he received a call this morning from the superintendent of Bluejacket Public Schools (BPS). Bluejacket graduates around ten students. For the first time in the history of BPS, a student will graduate with an associate degree before they receive their high school diploma due to the successful concurrent enrollment program at NEO.

Chair Hall said Ms. Fent and Mr. Wooden’s ability and skill to speak in front of the Board is far superior to his own capabilities at that point in student life. He said their example creates a lot of hope and optimism about the future.

The business of NEO being concluded, President Stafford and other members of the College's administration were then 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

April 26, 2024

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. NEO Update (Reference Document A-2).

### **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).

### **E - INSTRUCTIONAL PROGRAMS-**

1. Board authorization is requested for program curricular changes as outlined in Reference Document E-1.

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

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

1. Board authorization is requested to expend grant funds, including payment of administrative allowance at year-end, according to grant guidelines (Reference Document G-1).

2. Board authorization is requested to enter into a Gift in Place Agreement (contingent upon approval from legal counsel) with the NEO Development Foundation to construct a 50' x 90' covered hitting facility located next to NEO Baseball field. The Agreement will provide that (i) all improvements will be paid for with private donor funds, and (ii) the NEO Foundation would engage the services of design professionals and a general contractor to build a covered batting facility. The total cost of the facility is estimated at \$285,000. Board authorization is also requested to accept the project upon completion (Reference Document G-2).
3. Board authorization is requested to name the covered batting facility, the Gary and Cathy Ward Player Development Facility (Reference Document G-3).

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

1. Board authorization is requested to enter into an agreement with Crawford and Associates to provide services related to the preparation of financial statements and financial consulting assistance. Authorization is requested for up to \$85,000 and will be paid from legally available funds (Reference Document H-1).

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

1. Board authorization is requested for the demolition of campus structure located at 414 I Street NE, Miami, OK. The house is located North of Campus Police Department and is in very poor condition and is unworthy of repair. Property will be demolished at no expense to NEO (Reference Document I-1).

#### **J - PURCHASE REQUESTS – None**

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

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

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

1. Out-of-state travel summary for February and March 2024 (Reference Document M-1).
2. OSRHE FTE report for fiscal quarter ending March 2024 (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.

<b>Name</b>	<b>Action</b>	<b>Salary/Rate Annually</b>
Hannah McLochlin	Employ, Instructor for Ag & Head Horse Judging Coach	\$45,778.82
Effective Date: 8/1/24		

#### BIO:

Hannah McLochlin, originally from Plymouth, Indiana, recently completed a master's degree in animal science from Texas A&M University. Prior to graduating from Texas A&M, McLochlin received her Bachelor of Science Degree in Agriculture while attending West Texas A&M University and competed in horse judging. Hannah is a proud alum of NEO, graduating in 2020. While a Norseman, McLochlin was heavily involved in the Agriculture Department as a member of the Equestrian team, Horse Judging team, Aggie Society, and Young Farmers and Ranchers.

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

<b>Name</b>	<b>Action</b>	<b>Effective Date</b>	<b>Salary/Rate Annually</b>
Mathis Thomas	Separation, Assistant Football Coach	03/14/24	\$45,000
Corey Chaney	Separation, Assistant Football Coach	03/26/24	\$15,000
John Warren	Employ, Assistant Football Coach	04/04/24	\$32,000
Kamryn Kelley	Employ, Coord of Public Information & Marketing	04/10/24	\$42,000
Blakely Johnson	Separation, Maintenance Technician	04/18/24	\$29,120
Jerrie Shelton-Berry	Separation, Admin. Asst. for Agriculture	04/26/24	\$23,000
Courtney Luman	Employ, Near Peer Tutor	05/01/24	\$10,400
Kristin Hoover	Employ, Near Peer Tutor	05/01/24	\$10,400
Orland Aldridge	Retire, Instructor for Math and Science	05/31/24	\$58,667.82
Kevin Pool	Separation, Inst. Ag & Head Horse Judging Coach	06/01/24	\$50,230.82
Brenda Lucas	Retire, Instructor for Business	06/01/24	\$51,544.62
Linda Davis	Separation, Scholar for Excellence Coordinator	06/14/24	\$42,000
Bobby Merit	Separation, Mail Clerk	07/05/24	\$25,577.65
Vickie Garner	Separation, Instructor for Nursing	07/31/24	\$69,419.30
Andy Whitehill	Employ, Instructor for Chemistry	08/01/24	\$57,994.70
Julie Ogle	Transfer, Instructor for Fast Track Kansas Campus	08/01/24	\$64,611.14



## **E - INSTRUCTIONAL PROGRAMS-**

1. Board authorization is requested for program curricular changes:

### **CURRICULAR CHANGE REQUESTS**

Northeastern Oklahoma A&M (NEO) College requests approval of the following curricular changes. Upon approval, NEO A&M College will submit the curricular change requests to the Oklahoma State Regents for Higher Education for approval.

#### **Program and Course Modifications**

##### **Business Administration Technology– AAS Degree**

- Add Accounting option
- Options mirrors many of the requirement for the Business Administration Technology degree while targeting accounting content

##### **Psychology and Sociology – AA Degree**

- Add two courses as options in the degree plan (Required credit hours remains the same)
  - PSYC 2443 Child Clinical Psychology
  - PSYC 2593 Psychology of Human Sexuality
- Add option for 6 hours of Approved Electives
  - Gives flexibility to students for graduation

##### **Pre-Health Sciences – AS Degree**

- Add Course as option in degree plan (Required credit hours remains the same)
  - NURS 1113 The Art of Nursing Humanizing Healthcare

##### **Medical Laboratory Technician – AAS Degree**


All changes are in alignment with industry expectations and have been endorsed by the NEO MLT Advisory Board.

- Change MLAT 1313 Phlebotomy, Urinalysis and Body Fluids
  - Add 1 Credit Hour – MLAT 1314
- Change MLAT 2365 Introduction to Molecular Diagnostics
  - Reduce 2 Credit Hours – MLAT 2363
- Change MLAT 2375 Immunohematology
  - Reduce 1 Credit Hour – MLAT 2374
- Total required program credit hours are reduced from 55 to 53 credit hours
- Total degree plan credit hours are reduced from 74 to 72 credit hours

##### **Engineering (Pre) – AS Degree**



- Add course as option in degree plan (Required credit hours remains the same)
  - ENGR 1111 – Introduction to Engineering



# Business Administration Technology

## Accounting Option

Associate in Applied Science

School of Human Environmental Science

This curriculum prepares the student for entry-level employment by developing skills needed to function in a variety of positions in the accounting field. For more information contact the Business and Technology Department at (918) 540-6294 or email [business@neo.edu](mailto:business@neo.edu).

GENERAL EDUCATION REQUIREMENTS (18 HOURS)			
Communication	6	ENGL 1113 Freshman Composition I ENGL 1213 Freshman Composition II	
History	3	HIST 1483 American History to 1865 HIST 1493 American History since 1865	
Political Science	3	POLS 1113 American Government	
General Ed Elective	6	Additional Liberal Arts and/or Science course(s)	
Computer Proficiency	3	See Academic Programs Section for requirements	
PROGRAM REQUIREMENTS (43 HOURS)			
Technical/Occupational Specialty	31	ACCT 1103	Financial Acct Procedures I
		ACCT 1203	Financial Acct Procedures II
		ACCT 2203	Managerial Accounting
		ACCT 2523	Computerized Accounting
		BADM 2123	World of Business
		BADM 2133	Business Ethics
		BADM 2153	Consumer Math
		FIN 2123	Personal Finance
		FYE 1011	Freshman Year Experience
		OIS 1133	Professional Development
		OIS 2033	Microsoft Excel
Technical/Occupational Support *As directed by Advisor	12	BADM 2113	Business Communications
		BADM 2223	Business Law
		BADM 2303	Business Internship
		CS 1103	Computers in Society
		ECON 2013	Intro to Macroeconomics
		ECON 2023	Intro to Microeconomics
		MGMT 1133	Human Relations
		MGMT 1223	Small Business Management
		MGMT 2023	Human Resources Management
		MGMT 2213	Principles of Management
		MKTG 2123	Marketing
		STAT 2023	Elementary Statistics
			Approved Business Electives
			*Consult with an academic advisor for options

Total Degree Program Hours: 61



# Psychology and Sociology

**Associate in Arts  
School of Liberal Arts**

This curriculum leads to an Associate in Arts Degree and is designed to prepare students for transfer to a Bachelor's program. By proper advisement in the selection of electives, students also may prepare for a four-year program in Psychology or Sociology. Students should consult the catalog of the college or university to which they plan to transfer and carefully select courses that will meet requirements for both the baccalaureate and associate degree programs. For more information contact the Psychology and Sociology Program at (918) 540-6348.

## GENERAL EDUCATION REQUIREMENTS (38 HOURS)

Communication	6	ENGL 1113 Freshman Composition I ENGL 1213 Freshman Composition II
History	3	HIST 1483 American History to 1865 HIST 1493 American History since 1865
Political Science	3	POLS 1113 American Government
Humanities	6	Select from the Humanities listing in the Academic Program section
Life Science	4	Any Life Science course as listed in the Academic Programs section
Physical Science	4	Any Physical Science as listed in the Academic Programs section
College Math	3	Any college-level MATH course as listed in the Academic Programs section
Required Elective	3	One course from the following: Psychology, Foreign language, Fine Arts (Art, Music, Drama), Social Sciences
General Ed Elective	3	SPCH 2713 Intro to Speech Communication
Computer Proficiency	3	CS 1103 Computers in Society

## PROGRAM REQUIREMENTS (22 HOURS)

Core Requirements	1	FYE 1011	Freshman Year Experience
Directed By Advisor	21	PSYC 1113	General Psychology
		PSYC 1123	Psychology Self-Management
		PSYC 1603	Developmental Psychology
		PSYC 2743	Social Psychology
		PSYC 2753	Psychology and Adjustment
		SOCI 1111	Social Work Field Experience
		SOCI 1113	Introduction to Sociology
		SOCI 2013	Introduction to Social Work
		SOCI 2023	Basic Helping Skills
		SOCI 2113	Marriage and the Family
		SOCI 2123	Social Problems
		SOCI 2353	Cultural Anthropology
		PSYC 2443	Child Clinical Psychology
		PSYC 2593	Psychology of Human Sexuality
Approved Electives (maximum 6 hours)			

**Total Degree Program Hours: 60**



## Health Sciences (Pre)

Associate in Science

School of Human Environmental Sciences

This curriculum is designed to prepare the student for transfer to a Bachelor's program in a Health Science field. By proper advisement in the selection of electives, students may prepare for other four-year programs in professional health science-related fields. Students should consult the catalog of the college or university to which they plan to transfer and carefully select courses that will meet the requirements for both the baccalaureate and Pre Health Sciences degree programs.

For more information, contact the Nursing, Allied Health & Physical Education Department at (918) 540-6312

### GENERAL EDUCATION REQUIREMENTS (38 HOURS)

Communication	6	ENGL 1113 Freshman Composition I ENGL 1213 Freshman Composition II
History	3	HIST 1483 American History to 1865 HIST 1493 American History since 1865
Political Science	3	POLS 1113 American Government
Humanities	6	Select from the Humanities listing in the Academic Program
Lab Sciences	8	BIOL 2114 Anatomy and Physiology MCRO 2124 Intro to Microbiology
College Math	3	MATH 1513 College Algebra
Controlled Elective	3	PSYC 1113 General Psychology
General Ed Elective	3	Additional liberal arts and science course(s)
Computer Proficiency	3	CS 1103 Computers in Society

### PROGRAM REQUIREMENTS (22 HOURS)

Core Requirements	11	FYE 1011	Freshman Year Experience
		CHEM 1144 or CHEM 1215 or CHEM 1315	Chemistry for Health Sciences or Principles of Chemistry or General Chemistry
		PSY 1603	Developmental Psychology
		NUTR 1113 or OIS 1113 or HHP 2603 or NURS 1113	Nutrition or Medical Terminology or Total Wellness or The Art of Nursing: Humanizing Healthcare
Directed By Advisor	11	BIOL 1604	Animal Biology
		BIOL 2101	Animal Biology Lab
		ECON 2013	Introduction to Macroeconomics
		HHP 2603	Total Wellness
		NURS 1113	The Art of Nursing: Humanizing Healthcare
		NUTR 1113	Nutrition
		OIS 1113	Medical Terminology
		SOCI 1113	Introduction to Sociology
		SOCI 2123	Social Problems
		SOCI 2353	Cultural Anthropology
		SPCH 2713	Introduction to Speech Communication
		STAT 2023	Elementary Statistics in Business and Economics
		Approved Electives (Maximum 6 hours)	

**Total Degree Program Hours: 60**



# Medical Laboratory Technician

**Associate in Applied Science  
School of Human Environmental Sciences**

This curriculum is designed to prepare the student to earn an Associate in Applied Science Degree in Medical Laboratory Technician, test for licensure, and enter into the work force as a Medical Lab Technician.  
For more information contact the MLT Department at (918) 540-6312

## GENERAL EDUCATION REQUIREMENTS (19 HOURS)

Communication	6	ENGL 1113 Freshman Composition I ENGL 1213 Freshman Composition II
History	3	HIST 1483 American History to 1865 HIST 1493 American History since 1865
Political Science	3	POLS 1113 American Government
Controlled Electives	3	PSYC 1113 General Psychology
Lab Science	4	BIOL 2114 Anatomy and Physiology

## PROGRAM REQUIREMENTS (~~55~~ 53 HOURS)

Technical/Occupational Support	12	CHEM 1144 CHEM 1215 CHEM 1315 MCRO 2124 MLAT 1414	Chemistry for Health Sciences or Principles of Chemistry or General Chemistry I Microbiology Immunology and Serology
Technical/Occupational Specialty	<del>43</del> 41	MLAT 1113 MLAT 1305 MLAT 1313 4 MLAT 1323 MLAT 1333 MLAT 2345 MLAT 2355 MLAT 2365 3 MLAT 2374 4 MLAT 2373 MLAT 2383	Medical Laboratory Operations Basic Hematology Phlebotomy, Urinalysis and Body Fluids Clinical Practice I Clinical Practice II Clinical Chemistry Pathogenic Microbiology Introduction to Molecular Diagnostics Immunohematology Clinical Practice III Clinical Practice IV

**Total Degree Program Hours: ~~74~~ 72**



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

1. Board authorization is requested to expend grant funds, including payment of administrative allowance at year-end, according to grant guidelines.

Carl Perkins Grant Postsecondary Allocation- The Oklahoma Department of Vocational and Technical Education advised the award for the Carl D. Perkins Vocational & Technical Education Act of 1991 for Fiscal Year 2024-2025 is \$54,187. These funds are used to develop the academic, vocational, and technical skills of secondary students and postsecondary students that elect to enroll in vocational and technical education programs.

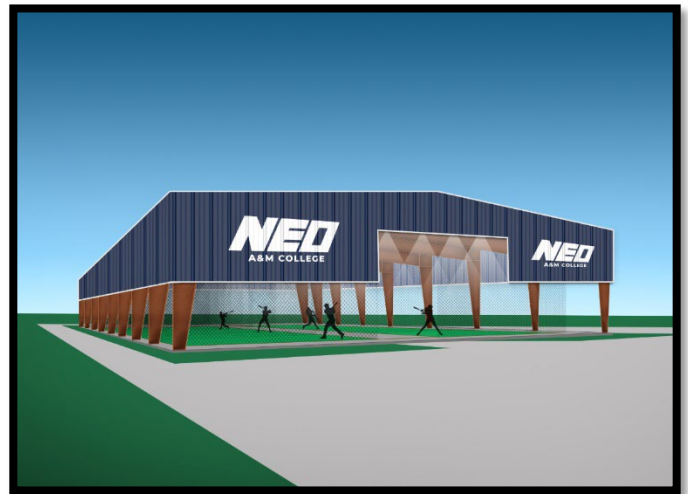
Governor's Emergency Education Relief (GEER) Funding. This allocation is granted through the Oklahoma State Regents for Higher Education in the amount of \$86,911.92 for Fiscal Year 2024-2025. These one-time funds support critical occupations in teaching, childcare, nursing, computer technology, and engineering. NEO will be utilizing these funds for the initiatives of increasing the number of credentialed childcare professionals and increasing adult degree completion.

## G - OTHER BUSINESS AND FINANCIAL MATTERS-

2. Board authorization is requested to enter into a Gift in Place Agreement (contingent upon approval from legal counsel) with the NEO Development Foundation to construct a 50' x 90' covered hitting facility located next to NEO Baseball field. The Agreement will provide that (i) all improvements will be paid for with private donor funds, and (ii) the NEO Foundation would engage the services of design professionals and a general contractor to build a covered batting facility. The total cost of the facility is estimated at \$285,000. Board authorization is also requested to accept the project upon completion.

### Project Overview:

- **Facility Dimensions and Overview:** The proposed facility will be 50 feet by 90 feet by 16 feet, providing ample space for effective player development activities. This includes two 70-foot batting tunnels with top-end netting and protective screens, allowing players to focus on their hitting technique and refine their skills.
- **Purpose:** The primary goal of the facility is to elevate the training and warm-up experience for student-athletes, contributing to their overall skill development, performance, and success on the field.





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

3. Board authorization is requested to name the covered batting facility, the Gary and Cathy Ward Player Development Facility.

Gary and Cathy Ward are both proud graduates of NEO A&M College. Gary played baseball and basketball at NEO and New Mexico State University. Coach Ward had a lustrous baseball coaching career that included two NJCAA national championships at Yavapai Junior College before becoming the head coach at Oklahoma State in 1978. Under Ward's leadership, OSU won 17 conference championships and 10 College World Series appearances in his 19 years as the head coach. Upon retirement, Ward served NEO as director of operations in 1998-99 and continues to be a supporter of the NEO baseball program today. Ward was inducted into the NEO Athletic Hall of Fame in 2011.



April 4, 2024

Dr. Kyle Stafford  
President  
Northeastern Oklahoma A&M College  
200 I Street NE  
Miami, Oklahoma 74354

Dear President Stafford:

Crawford & Associates, P.C. is pleased that Northeastern Oklahoma A&M College (the College) continues to express its confidence in our firm and our state and local government expertise by requesting this engagement letter. We look forward to a long and successful relationship as an integral financial management resource to the College and the Board.

We are prepared to provide a full range of accounting and consulting services to the College contingent upon approval of this contract. The purpose of this engagement letter is to identify the scope of available services from Crawford & Associates, the specific initial services requested at this time, and to confirm the terms, objectives, and limitations of our engagement services.

### **Scope of Services**

The scope of professional services that are available and can be provided to the College are outlined below under the heading *Scope of Available Services*. While this listing includes a range of services available from Crawford & Associates, the specific initial services requested at the current time are separately identified under the heading *Initial Services Requested*. Any additional services that are available from Crawford & Associates beyond these initially requested services can be provided upon subsequent specific request and agreement.

#### **Scope of Available Services**

- Preparation of Annual Financial Statements
- General Accounting and Advisory Assistance
- Budget Preparation and Amendment Assistance
- Capital Asset Records and Accounting Assistance
- Information Technology System Assistance
- Internal Audit or Monitoring Activities
- Internal Control Policies and Procedures Assistance
- Data Analysis and Data Mining Assistance
- Labor Relations Consulting
- Laws and Regulations Compliance Assistance
- Investigation of Allegations or Concerns
- Performer© Financial Statement Analysis



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Accounting and Consulting Services Engagement Letter  
April 4, 2024  
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Initial Services Requested

Preparation of Annual Financial Statements and Financial Consulting Assistance:

- Assisting with the preparation of the College's annual financial statements from supporting schedules developed and prepared by the College's staff and Crawford & Associates
- Assisting with the coordination of the annual financial statement audit and communications with the external financial statement auditors and the OSU/A&M Office of Internal Audit
- Assisting the President and the Business Office in meeting needs for financial information to provide an effective and efficient operation of the College
- Assisting with other financial matters that are not currently known that may come to light during the engagement

Services Related to the Preparation of Annual Financial Statements

You have requested that we prepare the annual financial statements of the financial reporting entity of the College as of and for the year ended June 30, 2024. Such financial statements will include:

- a. Basic Financial Statements, including notes to the financial statements
- b. Required Supplementary Information (excluding MD&A)
- c. Supplementary Information (to the extent management elects to include)
- d. Other Information (to the extent management elects to include)

Crawford & Associates' Responsibilities

The objective of our engagement is to prepare the annual financial statements in accordance with accounting principles generally accepted in the United States of America based on information provided by you. We will conduct our engagement in accordance with Statements on Standards for Accounting and Review Services (SSARSS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's Code of Professional Conduct, including the ethical principles of integrity, objectivity, professional competence, and due care.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion or provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the entity or noncompliance with laws and regulations.

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Accounting and Consulting Services Engagement Letter  
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*Management Responsibilities*

The engagement to be performed is conducted on the basis that management acknowledges and understands that our role is to prepare financial statements in accordance with accounting principles generally accepted in the United States of America. Management has the following overall responsibilities that are fundamental to our undertaking the engagement to prepare your financial statements in accordance with SSARs:

- a. The selection of accounting principles generally accepted in the United States of America as the financial reporting framework to be applied in the preparation of the financial statements
- b. The prevention and detection of fraud
- c. To ensure that the entity complies with the laws and regulations applicable to its activities
- d. The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement to prepare financial statements
- e. To provide us with:
  - i. Documentation, and other related information that is relevant to the preparation and presentation of the financial statements,
  - ii. Additional information that may be requested for the purpose of the preparation of the financial statements, and
  - iii. Unrestricted access to persons within College, of whom we determine necessary to communicate.

The financial statements will not be accompanied by a report. However, you agree that the financial statements will clearly indicate that no assurance is provided on them.

**Other Requested and Available Services**

In conjunction with the other requested and available services (other than the preparation of the annual financial statements) as identified in the Scope of Services section of this letter, Crawford & Associates will be responsible for providing such services upon request in accordance with the applicable professional standards of the AICPA. It is anticipated that most if not all of these other services will be performed in accordance with the standards applicable to consulting services as prescribed by the AICPA.

Crawford & Associates, is not obligated to, but may report or otherwise communicate to management any recommendations, it determines necessary, resulting from the professional services provided.



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Accounting and Consulting Services Engagement Letter  
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Management and the Board will be responsible for establishing the scope of our other professional services to be provided and for providing the necessary resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the services to be performed, providing sufficient appropriation for the estimated cost of these services, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

#### **Access to Working Papers and Reports**

Any working papers prepared by Crawford & Associates in connection with performing the preparation and other professional services are the property of Crawford & Associates. Upon request, copies of any or all working papers and reports that we consider to be nonproprietary will be provided to management. College management may make such copies available to its external auditors and to certain regulators in the exercise of their statutory oversight responsibilities. Such copies may not be made available to any other third party without the prior written consent from Crawford & Associates.

#### **Fees and Costs**

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by Crawford & Associates in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates, as follows, for the individual performing such services based on the actual number of hours of work, including travel time, performed by that individual.

Standard Hourly Rates:

- Firm President \$265
- Shareholders \$180
- Senior Managers \$160
- Managers \$140
- Senior Professional Staff \$120
- Professional Staff \$80
- Clerical Staff \$50

Because Crawford & Associates has no direct control over the type and amount of services requested by the College during the term of this engagement, nor does Crawford & Associates have direct control over the quality of the College's accounting system or records, potential turnover of the College's staff, or the College's staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on the College to provide us with a copy of approved purchase orders or other form of authorization documentation, and to monitor the cumulative fees and expenses charged. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For your purchase order preparation purposes, we estimate that the fees for the Initial Services Requested, as outlined in the Scope of Service section of this letter, will approximate \$85,000. Should it appear during the course of our engagement that our fees and costs for the services requested may exceed this estimate, we will notify College management as soon as reasonably possible and obtain authorization to proceed.

Northeastern Oklahoma A&M College  
Accounting and Consulting Services Engagement Letter  
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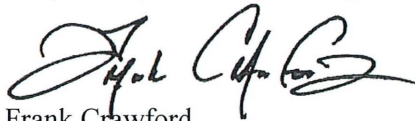
The term of this engagement is a period from the date of acceptance of this engagement letter through the date of issuance of the College's financial statements for the period ended June 30, 2024. Crawford & Associates may perform additional services upon receipt of a formal request and an authorized purchase order or other form of authorization documentation with terms and conditions that are acceptable to both parties.

The agreements and undertakings contained in this engagement letter, shall survive the completion or termination of this engagement. This agreement may be renewed for a one-year period on an annual basis through receipt of written notice or authorization from the College and agreement to the terms by Crawford & Associates.

**Acceptance**

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to a long and successful professional relationship with Northeastern Oklahoma A&M College.

Respectfully submitted and agreed to by,



Frank Crawford  
Crawford and Associates, P.C.

**Accepted and agreed to for Northeastern Oklahoma A&M College:**

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES-

1. Board authorization is requested for the demolition of campus structure located at 414 I Street NE, Miami, OK. The house is located North of Campus Police Department and is in very poor condition and is unworthy of repair. Property will be demolished at no expense to NEO.

414 I Street N.E., Miami, OK 74354. Directly North of Campus Police Department.



## MEMORANDUM OF UNDERSTANDING FOR HOUSE DEMOLITION PROJECT

This agreement is by and between Ottawa County, Oklahoma (hereinafter "Ottawa County"), acting by and through its Board of County Commissioners; and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, acting on behalf of Northeastern Oklahoma A & M College (hereinafter "NEO"), in Ottawa County, Oklahoma.

Ottawa County and NEO are interested in working together in connection with the project as described in this Memorandum of Understanding ("MOU"). In consideration of this agreement to work together, the parties have agreed to carry out their obligations subject to the terms and conditions of this MOU.

### SECTION I

#### **PROJECTS AND PURPOSE:**

The purpose of this MOU is for Ottawa County and NEO to cooperate in demolishing a house near the NEO campus for the purpose of NEO building a parking lot at the current location of the house.

### SECTION II

#### **RESPONSIBILITIES OF THE CONTRACTING PARTIES:**

A. NEO is responsible as follows:

1. NEO will provide documentation to Ottawa County of NEO's ownership of the real property, including the house at issue, located at 414 I Street NE, Miami, Oklahoma, ("House").
2. NEO will ensure that all utilities at the House are disconnected and safe for demolition of the property and will provide verification of same to Ottawa County.
3. After the demolition of the House and the clearing of all demolition materials and debris by Ottawa County, as discussed below, NEO will perform the grading, paving and any other necessary activities to prepare this property for its intended purpose as a parking lot. Nothing contained herein shall be construed to require NEO to use the property as a parking lot nor to prohibit NEO from using the property for any other purpose allowed by applicable law.

B. Ottawa County is responsible as follows:

1. Ottawa County has agreed to assist NEO by obtaining all permits necessary to commence the demolition of the House.

2. Ottawa County will assist NEO in the demolition of the House by providing all necessary equipment, gasoline to run this equipment, and all personnel needed to perform the labor to complete the demolition of the House.

3. After demolition of the House is completed, Ottawa County will remove all materials and debris from the real property, located at 414 I Street NE, Miami, Oklahoma, and will properly dispose of these demolition materials as required by federal, state, and county laws and regulations.

### SECTION III

#### **GENERAL PROVISIONS:**

A. Duration: This Agreement shall continue from the time of its approval in accordance with Section IV until the completion of the demolition of the House and the clearing of the demolition debris, as discussed above or until the conclusion of the fiscal year ending June 30, 2024, whichever event is sooner. Either party may terminate the Agreement at will after providing written notice of termination not less than 14 days prior to the first day of the next whole month to be covered by the Agreement. (Example: A notice of termination provided on the 20<sup>th</sup> day of April is not 14 days prior to May so, accordingly, the Agreement would terminate as of June 1).

B. Organization: Commissioner Furnas, Ottawa County District 1 Commissioner, will act as the liaison between the parties to provide ongoing communication and cooperation between the parties during the cooperative undertaking described above in Sections I and II

C. The parties will acquire no real property pursuant to this Agreement. Upon termination of this Agreement, any personal property or equipment supplied by Ottawa County shall remain the property of Ottawa County and any property or equipment supplied by NEO shall remain the property of the NEO.

D. Notice: Any notices required by this Agreement shall be provided in writing, at the following addresses:

Ottawa County:  
Ottawa County Board of County Commissioners

Attn: Ottawa County Clerk  
102 East Central Street, Suite 103  
Miami, OK 74354

NEO  
200 I Street NE  
Miami, Oklahoma 74354

E. Appropriate action by either party to enter into this MOU or terminate or modify the MOU shall be by action noticed and voted upon in accordance with the Oklahoma Open Meetings Act, 25 O.S. § 301 et seq.

F. Claims: If and only to the extent allowed by applicable law, Ottawa County and NEO, respectively, agree to be responsible for the negligent and intentional acts of their respective employees, agents, representatives, divisions, and affiliates that arise out of or are related to the performance of their respective obligations under this Agreement. Applicable law includes the Oklahoma Governmental Tort Claims Act.

G. No Third-Party Beneficiaries. It is not the intent of this MOU to create any third-party beneficiaries.

H. Amendment. This MOU may not be amended except by express written agreement of the parties.

#### SECTION IV

This MOU becomes effective upon its approval by the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges; its approval by the Board of County Commissioners of Ottawa County; and its approval by the District Attorney.

BE IT THEREFORE RESOLVED, Ottawa County Board of County Commissioners; and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, respectively, being duly assembled in regular session, hereby approve this agreement on the date(s) written below, and that such agreement be entered into between Ottawa County and NEO.

Approved:

NEO

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Kyle Stafford, President of NEO

---

Date



Approved:

BOARD OF COMMISSIONERS, OTTAWA COUNTY, OKLAHOMA

\_\_\_\_\_  
County Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Commissioner

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Date

Approved, on this \_\_\_\_\_ day of \_\_\_\_\_, 2024

\_\_\_\_\_  
District Attorney, Ottawa County

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**M – OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD –****1. Out-of-state travel summary for February and March 2024.**

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

**Feb-24**

Column (1): Travel This Month

Column (2) Corresponding Month Last FY

Column (3): Amount Expended Current FY

Column (4) Amount Expended Prior FY

Fund Source	(2)	Amount Expended	No. Trips (0)	Amount Expended	No. Trips (23)	Amt. Exp Current FY	No. Trips (22)	Amt. Exp Prior FY
Revolving	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
State Approp. (290)	0	\$0.00	0	\$0.00	11	\$3,783.72	18	\$6,895.56
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	1	\$471.46	0	\$0.00	11	\$5,730.42	4	\$20,389.69
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	<b>1</b>	<b>\$471.46</b>	<b>0</b>	<b>\$0.00</b>	<b>22</b>	<b>\$9,514.14</b>	<b>22</b>	<b>\$27,285.25</b>

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

**Mar-24**

Column (1): Travel This Month

Column (2) Corresponding Month Last FY

Column (3): Amount Expended Current FY

Column (4) Amount Expended Prior FY

Fund Source	(5)	Amount Expended	No. Trips (7)	Amount Expended	No. Trips (28)	Amt. Exp Current FY	No. Trips (29)	Amt. Exp Prior FY
Revolving	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
State Approp. (290)	1	\$59.76	3	\$585.20	12	\$3,843.48	21	\$7,480.76
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	4	\$1,029.19	4	\$981.31	16	\$6,759.61	8	\$21,371.00
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	<b>5</b>	<b>\$1,088.95</b>	<b>7</b>	<b>\$1,566.51</b>	<b>28</b>	<b>\$10,603.09</b>	<b>29</b>	<b>\$28,851.76</b>



M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. OSRHE FTE Report for fiscal quarter ending March 2024.

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

Subject: FTE Employee Report for Fiscal Quarter Ending 03/31/2024

  
President

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

	FTE Employee Categories									
	Educational and General Budget					Agency Accounts				
	Part I					Other				
	Faculty	Regular	Student	Other		Faculty	Regular	Student	Other	
Current QTR	54	72	2	0	6	11	1	41	7	
Prior QTR	62	71	2	0	6	16	1	39	9	
INC (DEC)	-8	1	0	0	0	-5	0	2	-2	
Prior FY	53	69	1	0	6	9	3	34	8	
Sub Total						Faculty	Regular	Student	Other	Total FTE
						55	119	20		194
						63	116	27		206
						-8	3	-7		-12
						56	109	18		183

**VII. PUBLIC COMMENTS**

There were none registered to comment, so the Board continued with its business.

## VIII. COMMITTEE REPORTS

### A. Academic Affairs, Policy and Personnel Committee

*(All business discussed by this Committee was presented during the business of Connors State College, Langston University, and Oklahoma State University.)*

### B. Audit, Risk Management and Compliance Review Committee

*None*

### C. Fiscal Affairs and Plant Facilities Committee

#### 1. Recommendation regarding revisions to Board Policy 2.07, “Uniform and Integrated Purchasing Contracting”

(Copies of the documents related to this Item are collectively attached to this section as ATTACHMENT A and considered a part of these minutes.)

FAPF Committee Chair Walker said the Committee discussed the proposed revisions with Scott Schlotthauer, Chief Procurement Officer. These revisions are designed to bring the Board Policy into alignment with recently amended Oklahoma Title 61 Statutes and will increase the formal sealed bid threshold to \$100,000 and the preapproved spending limits to \$100,000 for the A&M institutions. The Committee acted to recommend Board approval of the request.

Regent Walker moved and Regent Taylor seconded to approve revisions to Board Policy 2.07 as presented.

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

### D. Planning and Budgets Committee

*None*

**Formal sealed bid limits**

Board Policy 2.07 section 8 - part B and C sets various purchasing thresholds. The Office of Central Procurement is requesting board consideration to increase the formal sealed bid threshold from \$50,000 to \$100,000 and to increase the departmental threshold from \$25,000 to \$50,000 as reflected in the table below. Making this change would align the board rule with the amended formal sealed bid level of OK title 61. Title 61 statutes were recently amended by legislative action. This change would allow the Office of Central Procurement to competitively quote purchases up to \$100,000 and move projects faster.

Summary of requested change:

<b>Description</b>	<b>Current limit</b>	<b>Proposed limit</b>
No bid required (determined by CPO)	\$10,000 and under	\$10,000 and under
Department obtains quote (pursuant to Board Policy)	\$10-25,000	\$10-50,000
CPO obtains quote (pursuant to Board Policy)	\$25-50,000	\$50-100,000
Formal sealed bids required (by Board Policy)	\$50,000 and up	*\$100,000 and up
*Note: Title 61 (construction) has been amended to \$100k for sealed bids		

**Preapproved spending limits for A&M Colleges and Universities**

Board Policy 2.07 section 3 sets pre-approved spending limits for any single expenditures. The current limit set for the Presidents of Langston University, Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, and Connors State College each have a pre-approved limit of \$75,000 for any single expenditure. The Office of Central Procurement is requesting board consideration to increase the threshold to \$100,000. Making this change would align the board policy with the amended formal sealed bid level of OK title 61.

<b>Description</b>	<b>Current limit</b>	<b>Proposed limit</b>
Preapproved spend limits for A&M's	Up to \$75,000	Up to \$100,000

# UNIFORM AND INTEGRATED PURCHASING AND CONTRACTING

## 2.07

1. Purchasing for all entities under the jurisdiction of the Board shall be unified and integrated.
  - A. The CPO of Oklahoma State University (OSU) is designated as the CPO for all entities governed by this Board.
  - B. The Vice President for Administration and Finance of OSU is authorized to appoint Purchasing Directors within the OSU System as needed. Any person so appointed shall be responsible to the CPO for all procurement actions and shall have authority as delegated by the CPO. The CPO shall be authorized to prescribe unified and correlated forms and to promulgate uniform purchasing guidelines applicable to all institutions. All sole source contracts and contract disputes, not amicably resolved, will be handled by the CPO.
  - C. Added expenses of the CPO office in Stillwater resulting from services to entities other than OSU shall be prorated among all other entities under this Board.
2. The President or chief administrative officer of each entity governed by the Board shall be responsible for preparing and presenting matters for Board approval as necessary, and for designating the funds to be used in payment of requisitions.
3. The President of OSU has a pre-approved limit of \$250,000 for any single expenditure, subject to the restrictions of Board Policy 1.12. The Presidents of Langston University, Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, and Connors State College each have a pre-approved limit of ~~\$75~~\$100,000 for any single expenditure, subject to the restrictions of Board Policy 1.12. Any requests to raise these pre-approved limits of spending authority must be made in the form of a Board agenda item. Regardless of source of funds used, unless otherwise allowed by a specific Board Policy, advance approval is required for any expenditure exceeding the limits set forth above, and such expenditure shall be made only after solicitation of bids, unless exempted. Acceptance of bids that exceed by more than fifteen (15) percent of the estimate previously approved by the Board will require further Board approval. Exempt from Board approval are expenditures in any amount for the following:
  - A. Food or items for resale

- B. Bulk gasoline, oil and fuel
- C. Utilities
- D. Non-construction sponsored agreement contracts and expenditures
- E. Refunds
- F. Feed
- G. Hotel reservations/activities, transportation, interpreters, group meals, event tickets, and the like, directly related and relevant to group student study and travel programs for educational credit.

4. Regardless of source of funds used, prior approval of the Board is required for:

- A. Any purchase of, or contract for, real property that exceeds the applicable expenditure limit set forth in (3) above. However, Board approval is not required for OSU System real estate purchases under \$1 million where fair market value has been determined by market comparable property.
- B. Any lease of real property, whether as lessee or lessor, which exceeds the applicable expenditure limit set forth in (3) per year, or which is for a total duration, including options, of more than five (5) years.

Purchase or lease agreements are to be executed by the institution's President, or delegate.

5. Furniture or equipment for Presidents' homes, regardless of source of funds:

- A. Acquisitions, replacements or repairs of furniture or equipment in an amount equal to or less than \$5,000 are not required to be approved by the Board.
- B. Acquisitions, replacements or repairs in excess of \$5,000 (excluding emergency utility/HVAC repairs or replacements) require prior Board approval.
- C. Emergency repairs or replacements of utility or HVAC equipment, regardless of amount, do not require prior Board approval.

6. Requisitions that exceed delegated thresholds shall be submitted to the CPO.

7. All sole source purchases shall be justified by a written statement that sets forth in detail the facts justifying a sole source purchase.

8. Purchasing limitations are established as follows:

- A. The CPO is authorized to establish a fair and reasonable threshold below which solicitation of quotes or bids is not required. Purchases below that



threshold amount may be made by those persons so authorized by the institutional Presidents.

- B. Purchases equal to or greater than the fair and reasonable threshold as set by the CPO, but less than ~~\$25,000~~\$50,000, shall be preceded by the solicitation of quotes obtained by the entity, and then may be made by those persons so authorized by the institutional Presidents.
- C. Purchases equal to or greater than ~~\$25,000~~\$50,000 must be processed on a requisition form by a Purchasing Director as designated in 1(B) above, and must be routed through the CPO's office for solicitation as follows:
  - i. Purchases equal to or greater than ~~\$25,000~~\$50,000, but less than ~~\$50,000~~\$100,000, shall be preceded by the solicitation of quotes obtained by the CPO or authorized delegates.
  - ii. Purchases equal to or greater than ~~\$50,000~~\$100,000 shall (unless excepted through a sole source request as set forth in (7) above, or by a special request for an exception to this Policy) be made through a competitive bid process, with bids opened at a specified time and place, which shall be open to the public, or made available online. Acquisitions or contracts shall be awarded to either the lowest and best or best value bid in the absolute discretion of the CPO. In the event of a tie between bidders, the CPO may utilize discretion as to which bid to ~~select,~~select or may break the tie by drawing lots. When established purchasing contracts exist, purchases should be made from such contracts

Competitive bids shall not be required for:

- a. Contracts for architectural, construction management, engineering, legal, and other professional services.
- b. Sole source purchases and items on which bids are not available.
- c. Special requests, defined as those requests in which the Board is requested to deviate from its own policies and procedures.
- d. Acquisitions related to textbooks, laboratory supplies, instructional materials and specialized laboratory equipment.
- e. Grant acquisitions, when specific makes/brands and models of items or specific suppliers of services are named in the grant.
- f. Contracts/acquisitions with state, city or other government agencies.
- g. Acquisitions of livestock, poultry and crops.
- h. Hotel reservations/activities, transportation, interpreters, group meals, event tickets, and the like, directly related and relevant to group student study and travel programs for educational credit. Trip requisitions in accordance with

institutional policies and Board policies will be required to be submitted to the CPO, or designee, for processing prior to incurring any obligations for the trip.

- i. Merchandise and food for resale to the public in department retail outlets, such as restaurants, bookstores and other support facilities.
  - j. Utility services regulated by a state or federal regulatory commission or by municipal ordinance or by an Indian Tribal Counsel.
  - k. The CPO reserves the right to competitively bid any acquisition deemed in the best interest of the OSU/A&M System.
9. The Board has adopted separate policies governing large construction and renovation projects undertaken by Long Range Facilities Planning (LRFP), utilities only construction projects undertaken by Facilities Management (FM), and the use of On-Call Construction Managers At Risk (On-Call CMARs) to perform minor construction, repair and maintenance projects under the supervision of FM. Those policies shall govern the construction portion of such projects. However, this Policy 2.07 shall govern the purchase of any Furniture, Fixtures or Equipment (FFE) that may be a component part of any particular construction project. If a question arises as to whether a particular item constitutes a construction item versus an FFE item, such determination shall be made exclusively by the CPO. Similarly, if a question arises as to whether a project constitutes a minor construction, repair or maintenance project, such that it can be performed by an On-Call CMAR, such determination shall be made exclusively by the CPO.
10. All purchases of insurance and public official bonds: Companies submitting bids must have a financial strength rating as defined in the latest edition of A. M. Best Ratings. Ratings below B+ will require prior Board approval before acceptance.
11. All entities may use "State Contracts" negotiated by the State Central Purchasing Division in Oklahoma City, whenever entity needs can be served adequately and economically. Requisitions submitted to the CPO shall so indicate if based on "State Contracts" giving the contract number and listing itemized prices as shown on the current contract.
12. Whenever possible, purchases shall be combined for items of common use by the various entities. The CPO shall implement procedures to maximize bid quantities by consolidating all entities' requests to obtain optimal bid results when deemed beneficial.
13. Whenever departments obtain quotations locally, copies of all quotations, or a tabulation showing itemized amounts for all quotations received and naming all firms contacted for quotations, shall be attached to the requisition form submitted

to the CPO.

14. Regardless of the fact that a vendor may be suggested, or local quotations obtained, other possible sources may be investigated by the CPO, as deemed appropriate.
15. All participants in the procurement process are expected to file supplier payment claims expeditiously in accordance with sound business practices. Any supplier performance issues are to be reported promptly to the CPO for resolution.
16. Purchases for the lease or rental of space and associated services from affiliated alumni associations and foundations, which are less than an institution's Board approval limit, shall be exempt from Board approval.

**Amended Date:**

June 18, 2004  
October 27, 2006  
March 4, 2010  
July 23, 2010  
January 20, 2012  
October 24, 2014  
June 22, 2018

# UNIFORM AND INTEGRATED PURCHASING AND CONTRACTING

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threshold amount may be made by those persons so authorized by the institutional Presidents.

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- C. Purchases equal to or greater than \$50,000 must be processed on a requisition form by a Purchasing Director as designated in 1(B) above, and must be routed through the CPO's office for solicitation as follows:
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  - ii. Purchases equal to or greater than \$100,000 shall (unless excepted through a sole source request as set forth in (7) above, or by a special request for an exception to this Policy) be made through a competitive bid process, with bids opened at a specified time and place, which shall be open to the public, or made available online. Acquisitions or contracts shall be awarded to either the lowest and best or best value bid in the absolute discretion of the CPO. In the event of a tie between bidders, the CPO may utilize discretion as to which bid to select or may break the tie by drawing lots. When established purchasing contracts exist, purchases should be made from such contracts

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institutional policies and Board policies will be required to be submitted to the CPO, or designee, for processing prior to incurring any obligations for the trip.

- i. Merchandise and food for resale to the public in department retail outlets, such as restaurants, bookstores and other support facilities.
  - j. Utility services regulated by a state or federal regulatory commission or by municipal ordinance or by an Indian Tribal Counsel.
  - k. The CPO reserves the right to competitively bid any acquisition deemed in the best interest of the OSU/A&M System.
9. The Board has adopted separate policies governing large construction and renovation projects undertaken by Long Range Facilities Planning (LRFP), utilities only construction projects undertaken by Facilities Management (FM), and the use of On-Call Construction Managers At Risk (On-Call CMARs) to perform minor construction, repair and maintenance projects under the supervision of FM. Those policies shall govern the construction portion of such projects. However, this Policy 2.07 shall govern the purchase of any Furniture, Fixtures or Equipment (FFE) that may be a component part of any particular construction project. If a question arises as to whether a particular item constitutes a construction item versus an FFE item, such determination shall be made exclusively by the CPO. Similarly, if a question arises as to whether a project constitutes a minor construction, repair or maintenance project, such that it can be performed by an On-Call CMAR, such determination shall be made exclusively by the CPO.
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to the CPO.

14. Regardless of the fact that a vendor may be suggested, or local quotations obtained, other possible sources may be investigated by the CPO, as deemed appropriate.
15. All participants in the procurement process are expected to file supplier payment claims expeditiously in accordance with sound business practices. Any supplier performance issues are to be reported promptly to the CPO for resolution.
16. Purchases for the lease or rental of space and associated services from affiliated alumni associations and foundations, which are less than an institution's Board approval limit, shall be exempt from Board approval.

**Amended Date:**

June 18, 2004  
October 27, 2006  
March 4, 2010  
July 23, 2010  
January 20, 2012  
October 24, 2014  
June 22, 2018  
April 26, 2024



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

**B. Resolutions**

*None*

**C. Policy and Operational Procedures**

1. Approval of revisions to Board Policy 1.07, "Operations of the Executive/Administrative Office"

(Copies of the documents related to this Item are collectively attached to this section as ATTACHMENT A and considered a part of these minutes.)

Mr. Ramsey said revisions to this Policy clarify language regarding reporting structure for the Office of Internal Audit and the Chief Audit Executive to keep the Board offices in compliance with the recommendations made in the Internal Audit Quality Assurance Review.

Regent Milner moved and Regent Taylor seconded to approve the revisions to Board Policy 1.07 as presented.

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

**D. Personnel Actions**

1. Personnel Actions for the Executive/Administrative Office of the A&M Board of Regents

(The Personnel Actions document is attached to this section as ATTACHMENT B and considered a part of these minutes.)

Regent Walker moved and Regent Milner seconded to approve the personnel actions for the Executive/Administrative Office of the A&M Board of Regents as presented.

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

Chair Hall thanked Mr. Ramsey for leading the search for the Director of Public Policy. He said there was a great applicant pool and is looking forward to Mr. Steve Thompson joining the team.

**L. Meeting adjournment**

Regent Taylor moved and Regent Davis seconded to adjourn the meeting at approximately 12:00 p.m.

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

## Operations of the Executive/Administrative Office of the Board

### 1.07

The purpose of the Executive/Administrative Office of the Board is to provide staff support to each member of the Board in the discharge of his/her responsibilities and to provide staff for the meetings of the Board or committees of the Board. The CEO administers the Executive/Administrative Office of the Board and in performing the duties assigned to this position relies on the support of other staff members assigned to the Board Office.

The CEO is accountable solely to the Board. The CEO acts as a non-voting executive officer of the Board in discharging the responsibilities as assigned by the Board under its official policies or actions. These responsibilities include the management and administration of the affairs of the Board. Maintaining effective communications with the Board and institutional Presidents is a fundamental responsibility of this position. The CEO will serve as an ex officio member of each standing committee and generally each special committee or task force created by the Board or the Chair. Specific duties and responsibilities assigned to the CEO include, but are not limited to, the following:

1. Coordinate scheduling of times and places for official meetings of the Board or its committees and the content and agendas for such meetings.
2. Fulfill the Board's requirements under the Open Meeting Act, including the filing of notices for meetings, posting of agendas, and appropriate record keeping.
3. Manage the Board's Executive/Administrative Office, Office of Legal Counsel and administratively oversee the Office of Internal Audit and its Chief Audit Executive.
4. Be knowledgeable of all policies and requirements of the Board, relevant governmental agencies, and Oklahoma Higher Education.
5. Be knowledgeable of the current fiscal status of all institutions (including Educational & General Funds, Auxiliary Enterprises, Bond Systems, student activity funds and other funds) and be responsible for advising the Board with regard to maintaining sound fiscal management at each of the institutions under the Board's jurisdiction.
6. Assure that the Board is adequately informed with regard to monthly financial statements and annual and specific audit reports for each of the institutions under the Board.
7. As the Board's liaison, maintain effective communication with Presidents, other important institutional personnel, and State government officials.
8. Implement and/or monitor the implementation of policy as adopted by the Board.

9. Assist the presiding officer, as required, at official meetings of the Board and Board committees.
10. Prepare and administer the annual budget documents for current operations of the Board.
11. Analyze the annual budget documents submitted by all institutions and advise the Board appropriately.
12. Authorize/grant interim approval to institutional Presidents when it is required and consistent with policies of the Board.
13. Supervise, with the assistance of the Office of Legal Counsel, the execution of all official documents of the Board.
14. With assistance of the Office of Legal Counsel, maintain an updated manual of all current policies of the Board and interpret policies to various constituencies.
15. Certify for payment all claims and payrolls for which the Board is responsible.
16. Assume and discharge other duties as the Board may assign.

Approved Date:  
June 20, 1997

Amended Dates:  
January 20, 2012  
April 24, 2015  
June 22, 2018  
April 26, 2024

## Operations of the Executive/Administrative Office of the Board

### 1.07

The purpose of the Executive/Administrative Office of the Board is to provide staff support to each member of the Board in the discharge of his/her responsibilities and to provide staff for the meetings of the Board or committees of the Board. The CEO administers the Executive/Administrative Office of the Board and in performing the duties assigned to this position relies on the support of other staff members assigned to the Board Office.

The CEO is accountable solely to the Board. The CEO acts as a non-voting executive officer of the Board in discharging the responsibilities as assigned by the Board under its official policies or actions. These responsibilities include the management and administration of the affairs of the Board. Maintaining effective communications with the Board and institutional Presidents is a fundamental responsibility of this position. The CEO will serve as an ex officio member of each standing committee and generally each special committee or task force created by the Board or the Chair. Specific duties and responsibilities assigned to the CEO include, but are not limited to, the following:

1. Coordinate scheduling of times and places for official meetings of the Board or its committees and the content and agendas for such meetings.
2. Fulfill the Board's requirements under the Open Meeting Act, including the filing of notices for meetings, posting of agendas, and appropriate record keeping.
3. Manage the Board's Executive/Administrative Office, Office of Legal Counsel and administratively oversee the Office of Internal Audit and its Chief Audit Executive.
4. Be knowledgeable of all policies and requirements of the Board, relevant governmental agencies, and Oklahoma Higher Education.
5. Be knowledgeable of the current fiscal status of all institutions (including Educational & General Funds, Auxiliary Enterprises, Bond Systems, student activity funds and other funds) and be responsible for advising the Board with regard to maintaining sound fiscal management at each of the institutions under the Board's jurisdiction.
6. Assure that the Board is adequately informed with regard to monthly financial statements and annual and specific audit reports for each of the institutions under the Board.
7. As the Board's liaison, maintain effective communication with Presidents, other important institutional personnel, and State government officials.
8. Implement and/or monitor the implementation of policy as adopted by the Board.

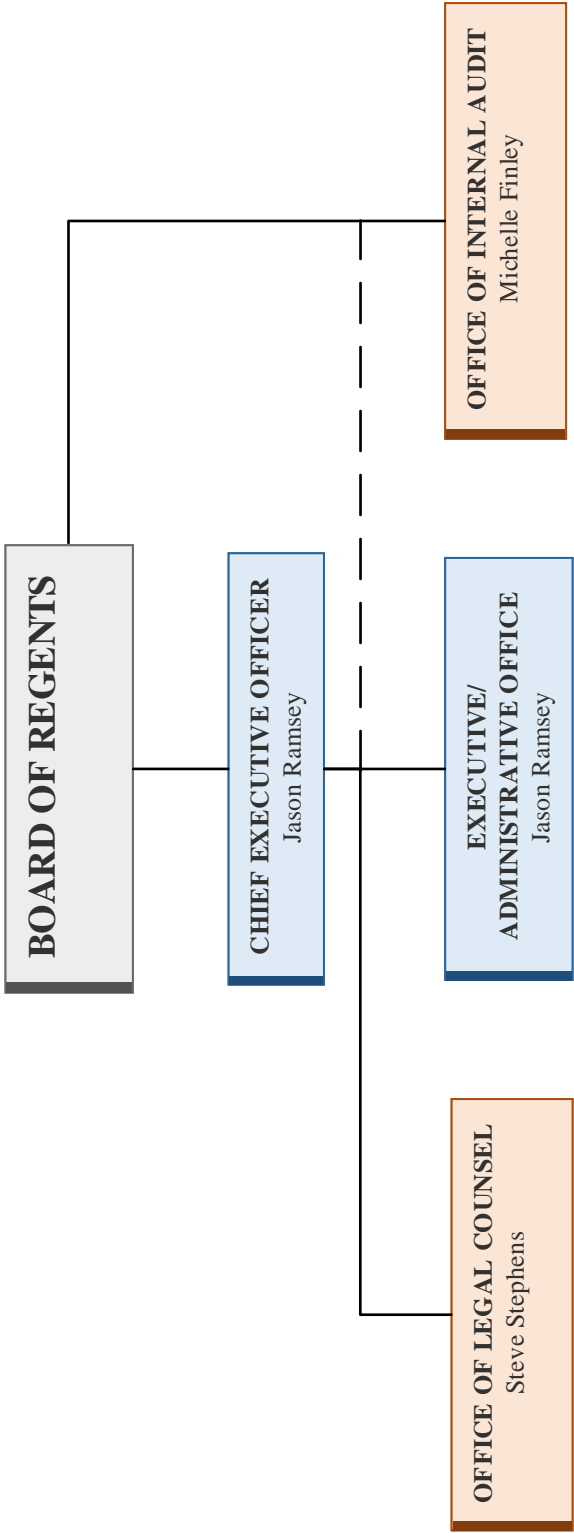
9. Assist the presiding officer, as required, at official meetings of the Board and Board committees.
10. Prepare and administer the annual budget documents for current operations of the Board.
11. Analyze the annual budget documents submitted by all institutions and advise the Board appropriately.
12. Authorize/grant interim approval to institutional Presidents when it is required and consistent with policies of the Board.
13. Supervise, with the assistance of the Office of Legal Counsel, the execution of all official documents of the Board.
14. With assistance of the Office of Legal Counsel, maintain an updated manual of all current policies of the Board and interpret policies to various constituencies.
15. Certify for payment all claims and payrolls for which the Board is responsible.
16. Assume and discharge other duties as the Board may assign.

Approved Date:  
June 20, 1997

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## 2024 ORGANIZATIONAL CHART



The Chief Audit Executive reports functionally to the Board of Regents and administratively to the Chief Executive Officer.



## **PERSONNEL ACTIONS**

*for the*

### **Offices of the A&M Board of Regents**

April 26, 2024, Regular Board Meeting

#### **Executive/Administrative Office**

- **Thompson, Steve**, hired as Director of Public Policy effective May 31, 2024, at an annual salary of \$200,000.

For information only:

- **Eldridge, Kyla**, \$3,000 one-time bonus for additional duties related to the 2023-2024 LU presidential search.

#### **Office of Internal Audit**

*None*

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

*None*



BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES

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



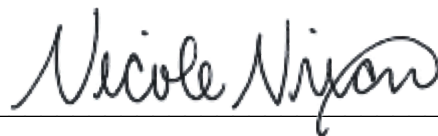
Joe D. Hall  
Board Chair

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 June 14, 2024.



Nicole Nixon  
Executive Administrative Assistant