



# MINUTES

of the

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

for the

**October 23, 2020**

**Regular Board Meeting**

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**OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES**

**October 23, 2020**

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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS  
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES  
OCTOBER 23, 2020**

*Notice of this meeting was filed with the Secretary of State on September 17, 2019. A second notice was filed on August 18, 2020, modifying the meeting location.*

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met at The McKnight Center for the Performing Arts in the Performance Hall in Stillwater, Oklahoma, on October 23, 2020.

Board members in attendance: Mr. Rick Davis, Chair; Dr. Trudy Milner, Vice Chair; Mr. Calvin Anthony; Mrs. Blayne Arthur; Mr. Douglas Burns; Mr. Jarold Callahan; Mr. Joe Hall; Mr. Jimmy Harrel; and Mr. Tucker Link.

Absent: None.

Others in attendance: Mr. Jason Ramsey, Chief Executive Officer; Mr. Steve Stephens, General Counsel; Ms. Michelle Finley, Chief Audit Executive; Ms. Kyla Eldridge, Executive Assistant to the CEO; and Ms. Nicole Nixon, Administrative Associate.

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

Chair Davis thanked Lindsey Love, Alex Weidemann, and the entire McKnight Center Staff for their work to make the meeting safe with social distancing guidelines in place. He also thanked Ross and Billie McKnight for their generosity in making The McKnight Center for the Performing Arts a reality at Oklahoma State University.

**I. BOARD OF REGENTS' BUSINESS**

**A. Approval of Order of Business**

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

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

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

B. Approval of minutes of Regular Board Meeting held September 11, 2020

Regent Callahan moved and Regent Hall seconded to approve the minutes of the September 11, 2020 Regular Board Meeting as presented.

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

C. Announcement of next Regular Board Meeting to be held on December 4, 2020, in Conference Room North, 3rd Floor Student Center, OSU-OKC, 900 N. Portland Ave., Oklahoma City, Oklahoma

D. Adoption of Memorial Resolutions for William "Bill" Braum and Joseph Lewis "Lew" Meibergen

(The Memorial Resolutions are collectively identified as ATTACHMENT B and attached to this portion of the minutes.)

Regent Burns moved and Regent Callahan seconded to adopt the Memorial Resolutions as presented.

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

**II. PUBLIC COMMENTS**

Chair Davis said in accordance with Board Policy 1.17, time is provided for individuals to appear before the Board in order to provide comments. There were none registered to comment, and the Board continued with its business.



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

**October 23, 2020**

**Performance Hall**  
**The McKnight Center for the Performing Arts**  
**705 W. University Ave.**  
**Stillwater, Oklahoma**

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

*Secretary of State meeting notice was filed on October 2, 2020 modifying the location.*

**BOARD BUSINESS:**

1. Approval of Order of Business
2. Approval of Minutes for September 11, 2020 Regular Board Meeting
3. Announcement of next regular meeting:  
Dec. 4, 2020 -- Conference North, 3<sup>rd</sup> Floor Student Center, OSU-OKC,  
900 N. Portland Ave., Oklahoma City, Oklahoma

**PUBLIC COMMENTS**

None

**BUSINESS WITH COLLEGES AND UNIVERSITIES:**

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

**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



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

**October 23, 2020 – 10:00 a.m.**

**Performance Hall**  
**The McKnight Center for the Performing Arts**  
**705 W. University Avenue**  
**Stillwater, Oklahoma**

*Notice of this meeting was filed with the Secretary of State on September 17, 2019. A second notice was filed on October 2, 2020, modifying the meeting location. At the time this agenda is posted, detailed institutional agendas are available in the office of the Board of Regents.*

**I. BOARD OF REGENTS' BUSINESS**

- A. Approval of Order of Business
- B. Approval of minutes of Regular Board Meeting held September 11, 2020
- C. Announcement of next Regular Board Meeting to be held on December 4, 2020, in Conference North, 3rd Floor Student Center, OSU-OKC, 900 N. Portland Ave., Oklahoma City, Oklahoma
- D. Adoption of Memorial Resolutions for William "Bill" Braum and Joseph Lewis "Lew" Meibergen

**II. PUBLIC COMMENTS**

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

*None*

**III. OKLAHOMA PANHANDLE STATE UNIVERSITY**

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

B. Resolutions

1. Request adoption of memorial resolution for:
  - a. Mima Hale

C. Policy and Operational Procedures

*None*

D. Personnel Actions

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

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

E. Instructional Programs

*None*

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

*None*

G. Other Business and Financial Matters

1. Request for approval to accept additional funds for a grant from the Oklahoma Department of Wildlife Conservation

H. Contractual Agreements (other than construction and renovation)

1. Request for approval to enter a lease agreement with Johnson Controls for the installation and replacement of a condensate return tank

I. New Construction or Renovation of Facilities

*None*

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Board approval is requested for the following purchasing items. All purchases will comply with Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.

*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. August and September 2020 out-of-state travel
2. FY 21 1st quarter FTE Report

#### IV. CONNORS STATE COLLEGE

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

###### 1. Remarks by President Ramming

- a. Connection
- b. Enrollment report

##### B. Resolutions

*None*

##### C. Policy and Operational Procedures

*None*

##### D. Personnel Actions

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

1. Personnel items for informational purposes only
2. Request for approval to implement an employee bonus for FY 2021 in the amounts of \$200 for part-time and \$400 for full-time employees

##### E. Instructional Programs

*None*

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

1. Request for approval to accept CARES Act subaward from the Cherokee Nation for \$100,000

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

*None*

##### H. Contractual Agreements (other than construction and renovation)

*None*

##### I. New Construction or Renovation of Facilities

*None*

##### J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.) Board approval is requested for the following purchasing items. All purchases will comply with Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.

*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. Academic calendar
  - 2. Out-of-state travel summary for September 2020
  - 3. FTE Employee Report

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

- A. General Information/Reports Requiring No Action by the Board
  - 1. Remarks by President Stafford
    - a. Highlights of NEO Update newsletter
- B. Resolutions  
*None*
- C. Policy and Operational Procedures  
*None*
- D. Personnel Actions  
RE: appointments, reappointments, changes in salary, change in title, resignations, terminations, suspensions, retirement, personnel leaves, etc. More detailed information identifying the personnel involved, their job titles, and their salaries, where applicable, will be available upon request at the meeting and prior thereto at the Office of the Board of Regents.
  - 1. Personnel actions for informational purposes only
- E. Instructional Programs  
*None*
- F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)  
*None*
- G. Other Business and Financial Matters
  - 1. Request approval to expend funds, including payment of administrative allowance at year-end, according to grant/program guidelines for USDA grant
  - 2. Request to commission two campus peace officers: Aaron Jarvis and Adam Hunter
  - 3. Request approval to submit the appropriate documents to the OSRHE and take all necessary action to refund select potential projects listed through the Master Lease Equipment Program
- H. Contractual Agreements (other than construction and renovation)
  - 1. Request approval to expand scope of previous agreement with Crawford and Associates to provide additional services related to preparation of financial statements and financial consulting assistance

I. New Construction or Renovation of Facilities

*None*

J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Board approval is requested for the following purchasing items. All purchases will comply with Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.

*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 the months of August and September 2020
2. OSRHE FTE Report for fiscal quarter ending September 30, 2020
3. NEO Athletic Schedules for softball, basketball, soccer, and volleyball

**VI. LANGSTON UNIVERSITY**

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

1. Remarks by President Smith
  - a. Spring semester 2021 planning update
  - b. ACT/SAT testing optional for Fall 2021

B. Resolutions

1. Request to adopt Memorial Resolution for Mrs. Thelma Braggs

C. Policy and Operational Procedures

*None*

D. Personnel Actions

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

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

E. Instructional Programs

1. Request approval for curricular changes including new degrees, program modifications, etc.
2. Request approval for program review reports



- F. Budgetary Actions (adoption of a new budget or revision of a budget, etc.)
  - 1. Request approval for Endowment distribution draw-down
- G. Other Business and Financial Matters
  - None*
- H. Contractual Agreements (other than construction and renovation)
  - 1. Request approval to solicit public bids and process purchase orders to secure new contracts for dining, facility management, janitorial, and grounds maintenance for all LU campuses
- I. New Construction or Renovation of Facilities
  - 1. Request approval to solicit public bids for replacement of flooring in residential housing
  - 2. Request to initiate replacement of roofing on C.F. Gayles Atrium
- J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Board approval is requested for the following purchasing items. All purchases will comply with Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.
  - 1. Request approval to initiate facilities condition assessment
- K. Student Services/Activities
  - None*
- L. New Business Unforeseen at Time Agenda was Posted
- M. Other Informational Matters Not Requiring Action of the Board
  - 1. FTE Employment Report

## **VII. OKLAHOMA STATE UNIVERSITY**

- A. General Information/Reports Requiring No Action by the Board
  - 1. Remarks by President V. Burns Hargis
- B. Resolutions
  - 1. Request adoption of Memorial Resolution for Robert L. Westerman
- C. Policy and Operational Procedures
  - 1. Request for approval of a new section to the OSU Faculty Handbook, 1.16.3.1, "Dismissal Procedures for Title IX Hearing Cases"
- 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 and personnel items for informational purposes

E. Instructional Programs

1. Request approval of curricular changes including new programs and of modifications to existing programs
2. Request approval to establish the College of Professional Studies at OSU-Tulsa

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

*None*

G. Other Business and Financial Matters

1. Request approval of peace officer action
2. Request approval to select a financial advisor for the financing of potential capital projects
3. Request approval to enter into and execute a lease agreement with Crown Castle Fiber LLC
4. Request approval to rename Human Sciences and Human Sciences West
5. Request approval to enter into and execute a lease agreement with the City of Stillwater and Stillwater Regional Airport Authority
6. Request approval to rename a building
7. Request approval to purchase real property
8. Request approval to name a building on the OSU-Center for Health Sciences Campus (OSU-CHS)

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 the Transportation Operation and Maintenance Facility -- Phase II
2. Request approval to select a construction management firm to assist with the design and construction of the Transportation Operation and Maintenance Facility -- Phase II

- J. Purchase Requests (purchase of equipment, supplies, materials, professional services, etc.)  
Board approval is requested for the following purchasing items. All purchases will comply with Board of Regents for the Oklahoma Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.
  - 1. Sole source and special requests
    - a. Ratification of interim approval for the Vice President for Research to enter into an agreement with Orchard Software Corporation
    - b. Ratification of interim approval for the Vice President for Research to issue a purchase order to CStar Management, LLC, for the removal and replacement of the boiler in the Venture I building
  - 2. Revolving & appropriated funds
    - a. Request for authorization to purchase a 3D metal printer
  - 3. Auxiliary enterprises
    - a. Request approval to purchase county IT support services for approximately 74 county assessor's offices
- K. Student Services/Activities  
*None*
- L. New Business Unforeseen at Time Agenda was Posted
- M. Other Informational Matters Not Requiring Action of the Board
  - 1. Naming agreement for interior space

## VIII. COMMITTEE REPORTS

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

- A. Academic Affairs, Policy and Personnel Committee  
*(All business discussed by this Committee was presented during the business of Oklahoma State University.)*
- B. Audit, Risk Management and Compliance Review Committee  
*None*
- C. Fiscal Affairs and Plant Facilities Committee  
*(All business discussed by this Committee was presented during the business of Oklahoma State University.)*
- D. Planning and Budgets Committee  
*None*

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

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

*None*

B. Resolutions

*(Board resolutions were considered during the Board of Regents' Business under Section I)*

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. Discussion and possible action relevant to the employment of institutional presidents requiring action by the Board of Regents including the methodology for development of Position Description and Qualifications Statements, search processes, Search Committee composition, and engagement of external search firms.

2. Personnel actions for approval

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

*None*

F. Other Business Matters Requiring Action of the Board

G. Reports/Comments/Recommendations by Chief Executive Officer

H. Reports/Comments/Recommendations by General Counsel

I. Reports/Comments/Recommendations by Chief Audit Executive

J. New Business Unforeseen at Time Agenda was Posted

K. Other Informational Matters Not Requiring Action of the Board

*None*

L. Meeting adjournment



Resolution  
JOSEPH "LEW" LEWIS MEIBERGEN

ATTACHMENT B  
page 1 of 2

WHEREAS, it has been called to the attention of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that former Regent, Mr. Joseph "Lew" Lewis Meibergen, was claimed by death on April 16, 2020, at the age of 88; and,

WHEREAS, Mr. Meibergen was born and raised in Enid, Oklahoma, and grew up raising livestock and working in his family's feed store, W.B. Johnston Grain Company; and,

WHEREAS, he attended Oklahoma A&M College and graduated in 1953 with a degree in Animal Science; and,

WHEREAS, he will be remembered by generations of Oklahomans for his outstanding achievements and exemplary service to local, state and national organizations including serving as a Captain in the U.S. Army; Oklahoma Secretary of Agriculture; President of First National Bank in Enid; and his service on over twenty boards, associations, and councils; and,

WHEREAS, he was recognized for his many contributions by receiving numerous awards including being named as an OSU Distinguished Alumni and induction into the Oklahoma Agriculture Hall of Fame; and,

WHEREAS, he funded six scholarships each year at Oklahoma State University; pioneered soil farming, improved Oklahoma's highways and conserved its landscape; contributed to the salvation of the Arkansas River's shipping industry; and led his family's company, W.B. Johnston Grain Company, to become the oldest and largest independent grain company in Oklahoma; and,


WHEREAS, by his loyalty, attention to duty, and faithful performance rendered service as a Regent from 1963 - 1966, and as a citizen worthy of commemoration and respect; and,

WHEREAS, in his passing, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges and the Oklahoma institutions of higher education it governs have suffered the loss of a true friend and devoted citizen.

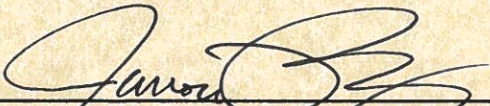
NOW, THEREFORE, BE IT RESOLVED that the Board takes this method to express respect to his memory and to extend to the family its deep sympathy in the loss sustained.

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

Adopted by the Board of Regents this 23<sup>rd</sup> day of October, 2020.

  
Rick Davis, Chair  
Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges

ATTEST:

  
Jason Ramsey, Chief Executive Officer



Resolution  
WILLIAM "BILL" HOWARD BRAUM

WHEREAS, it has been called to the attention of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that former Regent, Mr. William "Bill" Howard Braum, was claimed by death on March 23, 2020, at the age of 92; and,

WHEREAS, Mr. Braum was born and raised in Kansas, and graduated from Emporia High School and the University of Kansas; and,

WHEREAS, he worked with his father to build an ice cream business of which he became owner in 1957; and,

WHEREAS, he established the Braum's Ice Cream and Dairy Store company in Oklahoma in 1968 and successfully grew it to be one of the largest dairy farms in the United States; and,

WHEREAS, he will be remembered by generations of Oklahomans for being a pioneer in vertical business integration by constructing a complete supply line from agriculture, production and manufacturing to retail; and,

WHEREAS, by his loyalty, attention to duty, and faithful performance rendered service as a Regent from 1989-1990, and as a citizen worthy of commemoration and respect; and,

WHEREAS, in his passing, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges and the Oklahoma institutions of higher education it governs have suffered the loss of a true friend and devoted citizen.

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

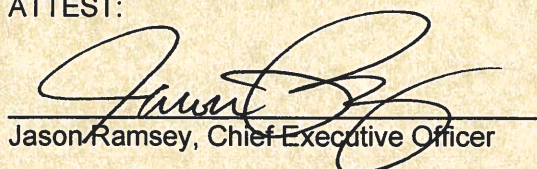
BE IT FURTHER RESOLVED that this resolution be sent to the family of Mr. Braum and a copy made a part of the official minutes of the Board as a lasting tribute to his extraordinary service and commitment to higher education in Oklahoma.

Adopted by the Board of Regents this 23<sup>rd</sup> day of October, 2020.



\_\_\_\_\_  
Rick Davis, Chair  
Board of Regents for the Oklahoma  
Agricultural and Mechanical Colleges

ATTEST:



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



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

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

President Faltyn said the Higher Learning Commission (HLC) was recently on the OPSU campus for a 10-year comprehensive visit. He thanked Regents Davis, Link, and Milner for meeting with the HLC evaluators. He said OPSU will have an official report in the first quarter of 2021.

President Faltyn highlighted various stories of interest contained in the Panhandle Magazine. He began with the cover, noting OPSU is Oklahoma's first and only Hispanic Serving Institute. He then referenced an article on page 2 of the magazine titled, "99 Hybrids of Research/Trial Corn," noting that the photo is of Regent Arthur driving a combine for the first time and cutting the first corn crop grown by the Oklahoma Panhandle Research and Extension Center. That effort was led by Senior Station Superintendent Cameron Murley, who is an alumnus of both OPSU and Oklahoma State University (OSU).

#### **B-1 Adoption of Memorial Resolution for:**

##### **a. Mima Hale**

Regent Milner moved and Regent Hall seconded to adopt the Memorial Resolution as presented under Item B-1 in the OPSU Agenda.

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

Regent Davis expressed appreciation for the OnBoard System, noting it gives the Regents the ability to thoroughly review materials such as the institutional publications and Memorial Resolutions prior to the day of the meeting.

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

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

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

G-1 Approval to accept additional funds for a grant from the Oklahoma Department of Wildlife Conservation

President Faltyn said this is a gift of \$499,000 from the Oklahoma Department of Wildlife Conservation (ODWC) to be used towards the completion of the Collegiate Shooting Sports Facility.

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

Regent Burns asked President Faltyn if he now has all the funds required to complete construction of the facility. President Faltyn said yes, and the ranges themselves are complete. He said OPSU has also been working diligently to raise money for the Groendyke Wildlife Conservation Building, a \$1.1 million facility for which OPSU has cash commitments of approximately \$725,000.

Regent Anthony asked if this agreement was reviewed by the Office of Legal Counsel. President Faltyn answered yes.

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

H-1 Approval to enter a lease agreement with Johnson Controls for the installation and replacement of a condensate return tank

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

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

The business of Oklahoma Panhandle State University being concluded, President Faltyn was excused from the meeting.





OKLAHOMA PANHANDLE STATE UNIVERSITY

Goodwell, Oklahoma

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

October 23, 2020

Dear Board Members:

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

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

1. Remarks by President Faltyn
2. Panhandle Magazine
3. HLC Update

**B – RESOLUTIONS**

1. Board approval is requested for the following memorial resolutions.  
*(Reference Document B-1)*
  - a. Mima Hale

**C - POLICY AND OPERATIONAL PROCEDURES**

None

**D - PERSONNEL ACTIONS**

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

**E - INSTRUCTIONAL PROGRAMS**

None

**F - BUDGETARY ACTIONS**

None

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

1. Board approval is requested to accept additional funds for a grant from the Oklahoma Department of Wildlife Conservation in the amount of up to \$491,197 to complete the construction phase of the OPSU Shooting Sports Facility, and to expend the funds according to grant guidelines. *(Reference Document G-1)*

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

1. Board approval is requested to enter a lease agreement with Johnson Controls for the installation and replacement of a condensate return tank for the OPSU campus. A new condensate return tank will ensure operational efficiency of the campus boiler system to heat campus buildings. This agreement has been reviewed by legal counsel. The agreement and transaction have been coordinated with The Office of Central Procurement. (*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. August and September 2020 Out of State Travel (*Reference Document M-1*)
2. FY21 1<sup>st</sup> Quarter FTE Report (*Reference Document M-2*)



## MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of the Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mima Hale, Instructor of Music, was claimed by death on June 23, 2020.

WHEREAS, Mima Hale, by her loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma Panhandle State University from 1987 to 1998, 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 11 years of exemplary service rendered by Mima Hale 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 faculty members.

BE IT RESOLVED, that a copy of this resolution be spread upon the minutes of the Board and a copy be sent to the family of Mima Hale.

Adopted by the Board the 23rd day of October, 2020.

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Dr. Tim Faltyn, President

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Rick Davis, Chair

**Change in Appointment**

<b>Name</b>	<b>Title</b>	<b>Type</b>	<b>Effective Date</b>	<b>Salary</b>	<b>Contract Term</b>
Houtz, Jade	Interim Registrar	Change in Appointment	9/15/2020	\$1,832	2 months
Esparza, Victor	Interim Athletic Director	Change in Appointment	9/5/2020	\$10,000	10 months
Maille, Dr. Patrick	Dept. Chair of History	Equity Increase	9/1/2020	\$2,000	9 months
Joy, Shawn	Asst. AD	Change in Appointment	10/1/2020	\$5,000	9 months

OKLAHOMA DEPARTMENT OF WILDLIFE CONSERVATION

COOPERATIVE AGREEMENT PASS-THROUGH FEDERAL ASSISTANCE GRANT  
(As amended for additional time, funds, and construction)

EFFECTIVE DATE: September 11, 2020 (Amendment 3 to the cooperative agreement),  
December 20, 2018 (Amendment 2 to cooperative agreement),  
December 1, 2018 (Amendment 1 to cooperative agreement),  
December 1, 2016 (Original cooperative agreement)

GRANT I.D.: F17AF00041 (W-186-P-1)

GRANT TITLE: Panhandle State University Shooting Range Complex

SUBRECIPIENT DUNS NUMBER: 079981940

1. COOPERATORS

Pursuant to the statutory authority granted in 74 O.S. Supp. 2010, § 581, this Agreement is made and entered into by and between the Oklahoma Department of Wildlife Conservation, a constitutional state entity of the State of Oklahoma (hereinafter “ODWC”) and the Oklahoma Panhandle State University, an institution of higher education of the State of Oklahoma, (hereinafter “OPSU”).

Party contacts include:

OPSU Principal Investigator  
Ryan Blanton  
580-349-1522  
[rblanton@opsu.edu](mailto:rblanton@opsu.edu)

ODWC Programmatic Contact  
Lance Meek  
405-522-4572  
[lance.meek@odwc.ok.gov](mailto:lance.meek@odwc.ok.gov)

OPSU Fiscal Contact  
Liz McMurphy  
580-349-1566  
[liz@opsu.edu](mailto:liz@opsu.edu)

ODWC Fiscal Contact  
Andrea Crews  
405-522-0769  
[andrea.crews@odwc.ok.gov](mailto:andrea.crews@odwc.ok.gov)

2. FUNDING SOURCE

Whereas, the ODWC is administering Federal Assistance Grant funding from the Wildlife Restoration Grant Program (CFDA number 15.611) enabled by the Pittman-Robertson Wildlife Restoration Act as amended Through P.L. 106-580, Dec. 29, 2000 and awarded by the U.S. Fish & Wildlife Service, as set forth and approved in the award letters from the U.S. Fish and Wildlife Service dated November 7, 2016 (Original), September 5, 2018 (Amendment 1), October 3, 2018 (Lift Conditions from Amendment 1), December 20, 2018 (Amendment 2) and August 6, 2020 (Amendment 3) (Exhibit “A” hereinafter “Award Letter”). The ODWC desires to establish the following project “Panhandle State University Shooting Range Complex” F17AF00041 (W-186-P-1): as outlined in the project statement (hereinafter “Project Statement”), a copy of which is

attached hereto and made a part hereof as Exhibit "B."

### 3. PERFORMANCE

Whereas, the OPSU has available competent staff, facilities and some of the equipment needed to conduct the planning and construction of a shooting range complex (hereinafter "Panhandle State University Shooting Range Complex") situated on approximately 200 acres of land located in Texas County, Oklahoma, more particularly described on Exhibit "C" attached hereto and made a part hereof (hereinafter "Property"); owned by OPSU, formally known as Panhandle Agricultural and Mechanical College and with authority from the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges (hereinafter "Regents"). The obligations and responsibilities of OPSU hereunder in connection with planning and designing the OPSU Shooting Range Complex shall be performed in accordance with, and in timely compliance of, the purposes and objectives set forth in the Project Statement. OPSU further agrees to abide by and perform its obligations and responsibilities hereunder subject to and in compliance with the terms and conditions of the grant Award Letter issued to the ODWC by the U.S. Department of the Interior.

Now therefore, it is mutually agreed as follows:

- 1) OPSU hereby agrees to carry out, acting by and through Oklahoma Panhandle State University, as the responsible institution for the construction project and related services required hereunder, including completion of the Project Objectives as set forth in the Project Statement.
- 2) Duties of the OPSU shall not be considered as completed until all work, monthly reports, completion report, final inspection, and execution of an Memorandum of Agreement (MOA) as set forth in the Project Statement are submitted and accepted by the ODWC and the U.S. Fish & Wildlife Service, pursuant to the following schedule:

Written Monthly Update: Due to the ODWC programmatic contact via email by the 10<sup>th</sup> of each month during the term of this Agreement. An update must be submitted even if no work was accomplished for any particular month. In that regard, simply report "no activity" and state justification for such inactivity.

Performance reports must contain: a) the grant ID identified in the heading of this agreement; b) a comparison of actual accomplishments with the goals and objectives of the award as detailed in the approved scope of work outline in the proposal; c) a description of reasons why established goals were not met, if appropriate; and d) any other pertinent information relevant to the project results. Interim performance reports must describe progress and/or delays and include on-site photographs to document the status of all site/area(s) and associated facilities contained in the grant at the end of the reporting period. The final performance report must include before and after photos and identify the work completed for the all site/area(s) and

associated facilities contained in the grant.

Report Title	Report Period	Due to ODWC
Interim Performance Report	December 1, 2016–December 31, 2018	February 10, 2019
Interim Performance Report	December 1, 2016–December 31, 2019	February 10, 2020
Final Performance Report	December 1, 2016–November 30,2020	January 10, 2021

Events may occur between the scheduled performance reporting dates that have significant impact upon the supported activity. In such cases, notify the programmatic contact for ODWC in writing as soon as the following types of conditions become known: 1) Problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award. This disclosure must include a statement of any corrective action(s) taken or contemplated, and any assistance needed to resolve the situation and/or 2) favorable developments that enable meeting time schedules and objectives sooner or at less cost than anticipated or producing more or different beneficial results than originally planned. Budget and project revisions identified in 2 CFR 200.308 (c)(1-8) require prior written approval.

Please note: Performance reports submitted in PDF format will not be accepted. Invoices will not be processed until all overdue reports are received and accepted.

- 3) For promotional purposes, the ODWC may request digital photographs related to this project from the OPSU, which the OPSU shall allow the ODWC to use on the internet and in print. Appropriate photographers will be given proper photo credit for such use. In addition, the OPSU shall upon request furnish the ODWC with brief articles and fact sheets related to this project for use with the general public.

#### 4. CONSTRUCTION

- 1) OPSU will construct the shooting range complex in accordance with designs, plans (Exhibit “E”), and procedures that are mutually agreed upon by ODWC and OPSU and that adhere to Federal Grant requirements.
- 2) OPSU agrees to perform the construction work on the shooting range complex facility and to provide to ODWC adequate records of 100% of all construction costs incurred, including cash encumbrances, construction services, and third party in kind match, so that accurate total costs are documented for reimbursement up to 75%.
- 3) OPSU will provide ODWC an engineer’s final inspection report regarding the construction of the shooting range complex.
- 4) The trap and skeet fields and other range facilities at the shooting range complex shall be located on the Property and constructed in such a manner as to allow convenient access and use by the general public and organizations such as 4H, FFA, and OPSU students.
- 5) OPSU shall construct the OPSU Shooting Range Complex to accommodate

- persons with disabilities in compliance with the Americans with Disabilities Act and the Architectural Barriers Act.
- 6) OPSU agrees that during construction the shooting range complex will remain open for inspection and compliance reviews at all times by the U.S. Fish & Wildlife Service and ODWC to fulfill responsibilities in monitoring uses of Wildlife Restoration Grant Program acquired and/or developed properties.
  - 7) OPSU agrees to accept all responsibility and liability for the construction of the shooting range complex and will not hold ODWC liable for any damage or injury to any persons or property during its construction.
  - 8) Upon completion of construction, OPSU agrees to operate and maintain the shooting range complex in accordance with the Memorandum of Agreement as updated with final signature in September 2020 (Exhibit "F").

## 5. CONSIDERATION

- 1) In consideration for the above, the ODWC hereby agrees to pay unto the OPSU a reimbursement of funds expended by the OPSU in an amount of up to or equal to 75% of the actual expenses incurred as payment of the cost of the OPSU's services provided in connection with this project as indicated in the project budget. Said amount shall not exceed the maximum reimbursable amount set forth below, unless a proper amendment has been approved for the increased cost. Reimbursement for quarterly vouchers will be made by the ODWC to the OPSU on a quarterly basis only on acceptance and approval of reports as scheduled. OPSU will keep and maintain all required itemized cost records for reimbursable expenditures and provide copies thereof to ODWC at the time of or prior to requesting reimbursement. Such cost records shall include all invoices of materials, supplies, labor and equipment, along with copies of cancelled checks evidencing payment therefor as proof of actual funds expended, as well as documentation of third party in kind match (i.e., Federal Projects Certification & Schedule for labor, copies of paystubs, Federal Projects Certification & Schedule – Equipment, and including time and equipment use. No reimbursement will be made without proper documentation and cancelled checks as evidence of payment by OPSU. The final voucher shall be submitted by the 10<sup>th</sup> of the second month following completion of the final year's segment, but no later than January 10, 2021. The ODWC may withhold reimbursement up to 10% of the total amount allocated as reimbursable funds to ensure completion of this project by the OPSU, which withheld amount shall be payable upon completion.
- 2) The total project cost, as identified in the project budget, unless otherwise amended, shall be set at two million four hundred two thousand one hundred nineteen dollars and eighty cents (\$2,402,119.80) of which one million eight hundred one thousand five hundred eighty-nine dollars and eighty-five cents (\$1,801,589.85) will be reimbursed by Federal Assistance through the Wildlife Restoration Program administered by the ODWC pursuant to the Award Letter and six hundred thousand five hundred twenty-nine dollars and ninety-



five cents (\$600,529.95) will be contributed by the OPSU as matching funds, all in accordance with schedule set forth below. This Agreement covers the grant period of December 1, 2016 through November 30, 2020. Notwithstanding anything contained herein to the contrary, any reimbursement, contributions and/or other payments, if any, are subject to funding being available to the Parties. Carryover between years shall be allowed.

	Dates	ODWC/Federal Assistance	OPSU	Total
Year 1	December 1, 2016 – June 30, 2017 Table reflects actual expenditures for Year 1.	\$27,825.66	\$9,275.22	\$37,100.88
Year 2	July 1, 2017 – June 30, 2018 Table reflects actual expenditures for Year 2.	\$142,596.26	\$47,532.09	\$190,128.35
Year 3	July 1, 2018 – June 30, 2019 Table reflects actual expenditures for Year 3	\$240,276.63	\$80,092.23	\$320,368.86
Year 4	July 1, 2019 – June 30, 2020 Table reflects actual expenditures for Year 4	\$1,022,493.39	\$340,831.11	\$1,363,324.50
Year 5	July 1, 2020 – November 30, 2020	\$368,397.91	\$122,799.30	\$491,197.21
Total:		\$1,801,589.85	\$600,529.95	\$2,402,119.80

- 3) All quarterly invoices must be submitted and include the Grant number, F17AF00041 (W-186-P-1), Purchase order number and demonstrate a minimum of 25% OPSU cost share.
- 4) All Payments made under this Agreement are subject to compliance with the terms and conditions of the grant award as set forth in the Award Letter, which are hereby incorporated herein by reference, including, to the extent permitted by applicable law, any future terms and conditions if required by the grant authority.
- 5) This grant has been approved to include third party in-kind match. The in-kind match is subject to the provisions of 2 CFR 200.306. In summary, the in-kind match must: 1) be documented in accordance with OMB requirements for each grant; 2) not be used to match any other grant; 3) be necessary and reasonable for accomplishment of grant objectives; 4) be allowable costs under provision of 2 CFR 200 Subpart E - Cost Principles; and 5) not be paid from other Federal funds unless specifically authorized by law or regulation.

## 6. COMPLIANCE AND ASSURANCES

- 1) Acceptance of this grant carries with it the responsibility to be aware of and comply with Program legislation (see Program identified in "Funding Source" above), Federal regulations, special award terms, conditions, and provisions, including those assurances submitted annually by the OPSU. Acceptance is defined as the start of work or invoicing the Department in relation to the grant. The Federal regulations applicable to Service awards are listed by recipient type in the Service Financial Assistance Award Terms and Conditions posted at <http://www.fws.gov/grants/>.
- 2) The OPSU Shooting Range Complex will be constructed in accordance with all applicable federal, state, county, and local statutes, regulations, ordinances, and rules.
- 3) The OPSU agrees to be audited as provided in 2 CFR 200 or current Federal Audit Guidelines, and to provide the ODWC copies of any and all audit references to federally funded projects at the conclusion of the audit. All financial and programmatic records must be maintained and accessible to officials of Oklahoma and Federal governments for a period of three (3) years from the federal closeout of the grant (submission and approval of the SF 425). Restitution of federal funds as a result of audit findings or lack of performance shall be accordingly contributed by the OPSU.
- 4) This grant has been approved for the acquisition of equipment as budgeted in the project application (Bobcat with attachments). Beyond the acquisition grant period of performance and throughout the duration of the equipment's useful life, the equipment must continue to be used for operations and maintenance of the OPSU Shooting Range Complex. (See Memorandum of Agreement, Exhibit "F" for useful life estimates.) Should the equipment no longer be needed for the OPSU Shooting Range Complex during the useful life of the equipment, OPSU must request disposition instructions from ODWC as per 2 CFR 200.313(e).
- 5) The OPSU agrees to provide to the Federal Government and the ODWC a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use any and all information collected during the research project. Inventorship and/or authorship of any intellectual property developed pursuant to this Agreement shall be determined in accordance with the intellectual property laws of the United States, including, but not limited to, the provisions set forth in Titles 17 and 35 of the United States Code. Ownership shall follow inventorship. OPSU hereby grants the ODWC a nonexclusive, royalty-free license to use any such intellectual property developed by OPSU pursuant to this Agreement for any noncommercial and/or government use purpose(s). To the extent that the intellectual property was invented/discovered while funded by a Federal Agency pursuant to 35 U.S.C. § 200 et. seq., the license granted herein is subject to the following rights of

- the Government of the United States of America: (a) the Government of the United States of America has a paid-up, royalty-free, worldwide, non-transferable, irrevocable license to practice or have practiced by or on behalf of the Government the intellectual property and; (b) the Government's march-in rights as required by 35 U.S.C. § 203.
- 6) System for Award Management (SAM) Registration: Under the terms and conditions of this award, your organization must maintain an active SAM registration at <https://www.sam.gov/portal/public/SAM/> until the final performance report is submitted or final payment is received, whichever is later. If your organization's SAM registration expires during the required period, ODWC will suspend payment under this and all other ODWC awards to your organization until you update your organization's SAM registration.
  - 7) 41 U.S.C. 4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection:
    - (a) This award, related subawards, and related contracts over the simplified acquisition threshold and all employees working on this award, related subawards, and related contracts over the simplified acquisition threshold are subject to the whistleblower rights and remedies established at 41 USC 4712.
    - (b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.
    - (c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.
  - 8) Any and All publication resulting from this grant shall carry the following statement: Financial support for this publication was provided by the Oklahoma Department of Wildlife Conservation through the Wildlife Restoration Grant F17AF00041 (W-186-P-1) and the Oklahoma Panhandle State OPSU.
  - 9) Although both parties are state entities, OPSU shall be responsible as appropriate for liability insurance, workers compensation coverage, unemployment compensation and tax withholdings/filings. Nothing herein shall be construed as, or given effect of, creating a joint venture, partnership or affiliation or association with any third party that would render the parties liable as partners, agents, employer-employee relationship or otherwise create any joint or several liability.
  - 10) OPSU hereby warrants and represents to ODWC that it has written permission and authority from the Regents to develop and construct a public

shooting range complex, referred to herein as the OPSU Shooting Range Complex, on the Property for a term in perpetuity (Exhibit "D"). OPSU further warrants and represents to ODWC the following:

- a. The OPSU Shooting Range Complex will be constructed in accordance with all applicable federal, state, county and local statutes, regulations, ordinances and rules.
- b. No employee or any of the principals of OPSU: are presently debarred, suspended, proposed for debarment, or declared ineligible for the award of federal grants; or are currently charged with or have been convicted of or plead guilty to, a felony involving fraud, bribery or corruption in connection with any transaction involving, or sales to, the State of Oklahoma, or any of its subdivisions, or the federal government.
- c. Any third party retained by OPSU in connection with the OPSU Shooting Range Complex must agree to hold harmless and indemnify ODWC, OPSU and the State of Oklahoma, its officers, agents, successors and assigns against and from any and all claims, demands, losses, costs, damages, lawsuits, judgments, penalties, expenses and/or liabilities, including reasonable attorney fees, incurred by ODWC, OPSU or the State of Oklahoma that are related to, caused by, or arising out of any misrepresentation made by such third party and/or any breach of its obligations and/or responsibilities assigned to the third party by OPSU under this Agreement.
- d. Texas County, Oklahoma, previously utilized the site of the proposed OPSU Shooting Range Complex to mine caliche for road beds in Texas County. No caliche mining or any other activity which would interfere with construction and operation of the shooting range complex will occur upon the site by Texas County or any other person or entity.

11) This Agreement is conditioned upon and subject to final approval of the ODWC budget and projected approval by the Region 2 Wildlife and Sport Fish Restoration Program Management of the U.S. Fish & Wildlife Service

12) The OPSU and ODWC each agree, to the extent permitted by applicable law to take such further actions and execute and deliver such further documents and/or reports as may be reasonably necessary or appropriate to complete the project in accordance with the Project Statement and/or as required by applicable state and federal laws and regulations.

13) The OPSU and ODWC each agree, to the extent permitted by applicable law to take such further actions and execute and deliver a MOA to protect, secure, operate, and maintain the OPSU Shooting Range Complex on the OPSU property for the term of the MOA.

14) The Agreement shall not be assignable by the OPSU without the prior written


approval of the ODWC.

THIS AGREEMENT constitutes the entire agreement of the Parties and may be amended or revised only by written mutual agreement of the two Parties, or may be terminated by either Party following sixty (60) calendar days from the receipt of written notice. Any notices hereunder shall be sent to the Parties through their respective contact persons listed above.


Failure to comply with the provisions set forth in this Agreement and the terms of Construction is a breach of contract and will result in termination of the agreement. In the event of a breach of contract and within 60 days of written notice from ODWC, OPSU will reimburse to ODWC monies received from Wildlife Restoration Grant Program funds in proportion to the cost of the project minus depreciation according to the depreciation requirements at 2 CFR 200.436.

THIS AGREEMENT shall not be deemed valid until approved and signed by the undersigned Parties.

Oklahoma Department of Wildlife Conservation

By:  Date: Sep 12, 2020  
J.D. Strong, Director  
[jd.strong@odwc.ok.gov](mailto:jd.strong@odwc.ok.gov)  
405-522-6279

Oklahoma Panhandle State University

By:  Date: Sep 14, 2020  
Tim Faltyn (Sep 14, 2020 14:13 CDT)  
Dr. Tim Faltyn, President of OPSU  
[faltyn@opsu.edu](mailto:faltyn@opsu.edu)  
580-349-1302



**Confidential  
Lease Proposal**



**PREPARED FOR:**

Oklahoma Panhandle State University  
Dr. Tim Faltyn

Date: October 1, 2020  
Valid Until: January 1, 2020

Total Equipment Amount: \$83,701.75	Equipment: Condensate Return Tank
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Lease Type	Lease Term	Payment Frequency	Payment
Fair Market Value	36 Months	Monthly Payments	\$2,248.23

Notes: ACH required and payments in advance.

~~**\$1 Purchase Option – End of Term Options.**~~

~~Options available upon completion of the base financed term include:~~

- ~~1. Exercise the option to purchase the equipment at end of term for one dollar.~~
- ~~2. Return all products to TEQlease at schedule holder's expense.~~
- ~~3. Exercise purchase option and trade-in equipment at then-agreed upon values for credit toward new purchase or payment.~~

**FMV – End of Term Options.**

Options available to lessees upon completion of the base financed term include:

1. Exercise the option to purchase the equipment at the then current fair market value.
2. Continue to lease on a fair market value renewal basis.
3. Return all products to lessor at lessee's expense.

Thank you for the opportunity to present this financing proposal for your review. We look forward to discussing your unique situation further. Please do not hesitate to call us at the contact information below with any questions.

<b>EQUIPMENT SUPPLIED BY:</b>	<b>EQUIPMENT LEASED BY:</b>	<b>APPROVED:</b>
<b>Johnson Controls, Inc</b>	<b>TEQlease Education Finance</b>	<b>Oklahoma Panhandle State University</b>
Dane Lindholm	William Vasquez	
dane.e.lindholm@jci.com	wvasquez@teqlease.com	
(414) 524-6477	(844) 222-1006	
5757 N. Green Bay Ave	23801 Calabasas Road, Suite 101	Dr. Tim Faltyn
Milwaukee, WI 53201	Calabasas, CA 91302	

**Lease Options:**

**The Fair Market Value (FMV) option** is a traditional lease that offers low periodic payments and maximum flexibility for replacing equipment at the end of the term or other appropriate times. It is structured with an end-of-term fair market value purchase option and is best suited for schools that wish to pay for the use of the equipment.

~~**The \$1 Purchase Option (\$1 Buyout)** allows your school to create fixed costs, build equity that can be leveraged for more equipment year after year, and retain the benefits of a \$1-00 purchase option lease structure. This is the best option for schools that want to own their equipment at term's end, and/or seek to create a long-term budgetary plan for their systems.~~

**The Device-as-a-Service (DaaS)** option is a Subscription Agreement lease that is similar to a traditional FMV lease (see above) but offering flexibility for replacing equipment during the lease term as well as at the end of the term. It is structured with an end-of-term fair market value purchase option, requires a minimum firm lease term, allows a Flex Down or Flex Up feature at any time during the lease term to return or add a fixed percentage of devices, and it may include features such as a Forgiveness Pool for a set number of devices at lease term end. Customer may bundle software, services, maintenance, white glove service if offered by the vendor, or any other items. DaaS is best suited for schools that wish to maximize flexibility and only pay for the use of the equipment.

**Pricing Notes and Conditions:**

Payments, rates, terms, and conditions contained in this non-binding proposal are offered for informational purposes only and are subject to change without notice and shall not be construed as an offer to extend credit or enter into any lease financing transaction. Applications for credit or lease financing shall be subject to our independent credit review, and shall be reviewed and/or approved subject to such terms and conditions as we may require in our sole discretion. All quotes are exclusive of any applicable taxes. This proposal is subject to the execution of mutually acceptable documentation between lessor and lessee, the terms and conditions of which shall be controlling.

\*Acceptance of this lease proposal is contingent upon Oklahoma A&M Board of Regents approval.

OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Aug-20  
MONTH

FUND SOURCE	FY21		FY20		FY21		FY20	
	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			12	\$ 3,905.45			18	\$ 6,101.83
FEDERAL					1	\$ 346.50		
PRIVATE								
AUXILIARY			3	\$ 1,241.77			8	\$ 3,614.05
OTHER								
TOTAL	0	-	15	\$ 5,147.22	1	\$ 346.50	26	\$ 9,715.88

OKLAHOMA PANHANDLE STATE UNIVERSITY  
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Sep-20  
MONTH

FUND SOURCE	FY21		FY20		FY21		FY20	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	3	398.32	2	\$ 178.85	3	\$ 398.32	20	\$ 6,280.68
FEDERAL					1	\$ 346.50		
PRIVATE								
AUXILIARY			2	\$ 330.53			10	\$ 3,944.58
OTHER								
TOTAL	3	398.32	4	\$ 509.38	4	\$ 744.82	30	\$ 10,225.26



# THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION

## FTE Employee Report <sup>(1)</sup>

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

From: Oklahoma Panhandle State University Dr. Timothy Faltyn President  
Institution

Subject: FTE Employee Report for Fiscal Quarter Ending 9/30/2020  
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
	Other		Faculty	Other		Faculty	Other		Faculty	Other		Total	
	Regular	Student		Regular	Student		Regular	Student		Regular	Student		
A. FTE Employees for Reported Fiscal Quarter	27	68	10	0	3	0	0	5	6	27	76	16	119
B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter <sup>(3)</sup>	35	71	10	2	3	0	0	7	9	37	81	19	137
C. Increase or Decrease in FTE Employees (Item A minus Item B)*	-8	-3	0	-2	0	0	0	-2	-3	-10	36	-3	23
D. Comparable Quarter Last Year	26	75	10	0	2	0	0	8	7	26	85	17	128

1. File with the State Regents' office by the tenth of the month following the end of the calendar quarter being reported.
  2. The term employee shall mean "a full-time employee or any number of part-time employees whose combined weekly hours of employment equal those of a full-time employee, but shall not include seasonal employees." For this report, the number of FTE employees for the reported quarter can be calculated by dividing 519 hours (173 hours per month multiplied by three months) the total pay-roll house (excluding seasonal employees) for the quarter.
  3. This figure reflects the total number of FTE employees for the main campus, branch campus(es), and all constituent agencies.
- \*Decrease reflected in Line C is due to adjunct faculty personnel changes by employment agreement for the Spring 2020 semester. The 2nd Quarterly Report will reflect the rehiring of adjunct personnel for the Fall 2020 semester.

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

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

President Ramming highlighted various stories of interest contained in the *Connection*. He then referenced the enrollment report listed under A-1.b., noting progress has been made on credit-hour production. CSC was down 4.2 percent after the drop/add period compared to last year, but gained 2 percentage points after enrollment in the second eight-week term was finalized. This puts the College in a better budget position. He said he is happy with that progress.

President Ramming said the Master Lease refinance has been executed and it was worth the wait. He said savings to the college will be just under \$622,000 over the next ten years.

President Ramming commented on the efforts of Jessica Russell, Director of Public Policy. He said Ms. Russell was instrumental in obtaining CARES Act funding for higher education. He expressed appreciation for her work.

#### **D-2 Approval to implement an employee bonus for FY 2021 in the amounts of \$200 for part-time and \$400 for full-time employees**

President Ramming said the estimated total cost including benefits is \$49,950 and will be paid out by the end of November 2020. He said Chair Davis previously suggested that CSC should reward its employees because the budget was so conservative, so he is bringing this to the Board for consideration.

Chair Davis thanked President Ramming for bringing this item for approval and said the Board is aware of the competitive disadvantage from a salary standpoint, particularly in CSC's area. He said he thought it appropriate to have a stipend approach to reward employees in any way possible while remaining conservative.

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

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

F-1 Approval to accept CARES Act subaward from the Cherokee Nation for \$100,000

President Ramming said these funds will be used to offset institutional needs created because of the COVID-19 pandemic, such as additional Zoom rooms and virtual lab computers to be loaned to students while performing classwork from home. President Ramming said he would be remiss if he did not express what great a partner the Cherokee Nation has been to CSC.

Regent Anthony moved and Regent Hall seconded to approve Item F-1 as presented in the CSC Agenda.

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

Chair Davis said the Board is appreciative of the CARES Act funding because it affects all the OSU/A&M System institutions. He thanked all the staff who worked on the project, particularly Ms. Russell. Chair Davis also congratulated President Ramming and the CSC Livestock Judging Team on their success.

The business of Connors State College being concluded, President Ramming was excused from the meeting.



# Connors State College

Warner, Oklahoma

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

October 23, 2020

Dear Board Members:

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

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

1. President Dr. Ron Ramming Remarks
  - a. Connection
  - b. Enrollment report

**B – RESOLUTIONS- None**

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

**D - PERSONNEL ACTIONS**

1. Personnel items not requiring action by the Board including resignations, terminations, suspensions, retirements, etc. are provided for informational purposes only in (Reference Document D-1)
2. Board approval and authorization is requested for Connors State College to implement an employee bonus for FY21 in the amounts of \$200 for part time and \$400 for full time employees. Estimated total costs including benefits is \$49,950 and will be paid out at the end of November '20.

**E - INSTRUCTIONAL PROGRAMS- None**

**F - BUDGETARY ACTIONS**

1. Board approval and authorization is requested for Connors State College to accept CARES Act Subaward from the Cherokee Nation for \$100K. These funds will be used to offset Institutional needs created because of the COVID-19 Pandemic including providing additional zoom rooms, nursing lab computers, and computers to be loaned out to students' while performing classwork from home.

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

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

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

**J - PURCHASE REQUESTS- None**

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

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

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

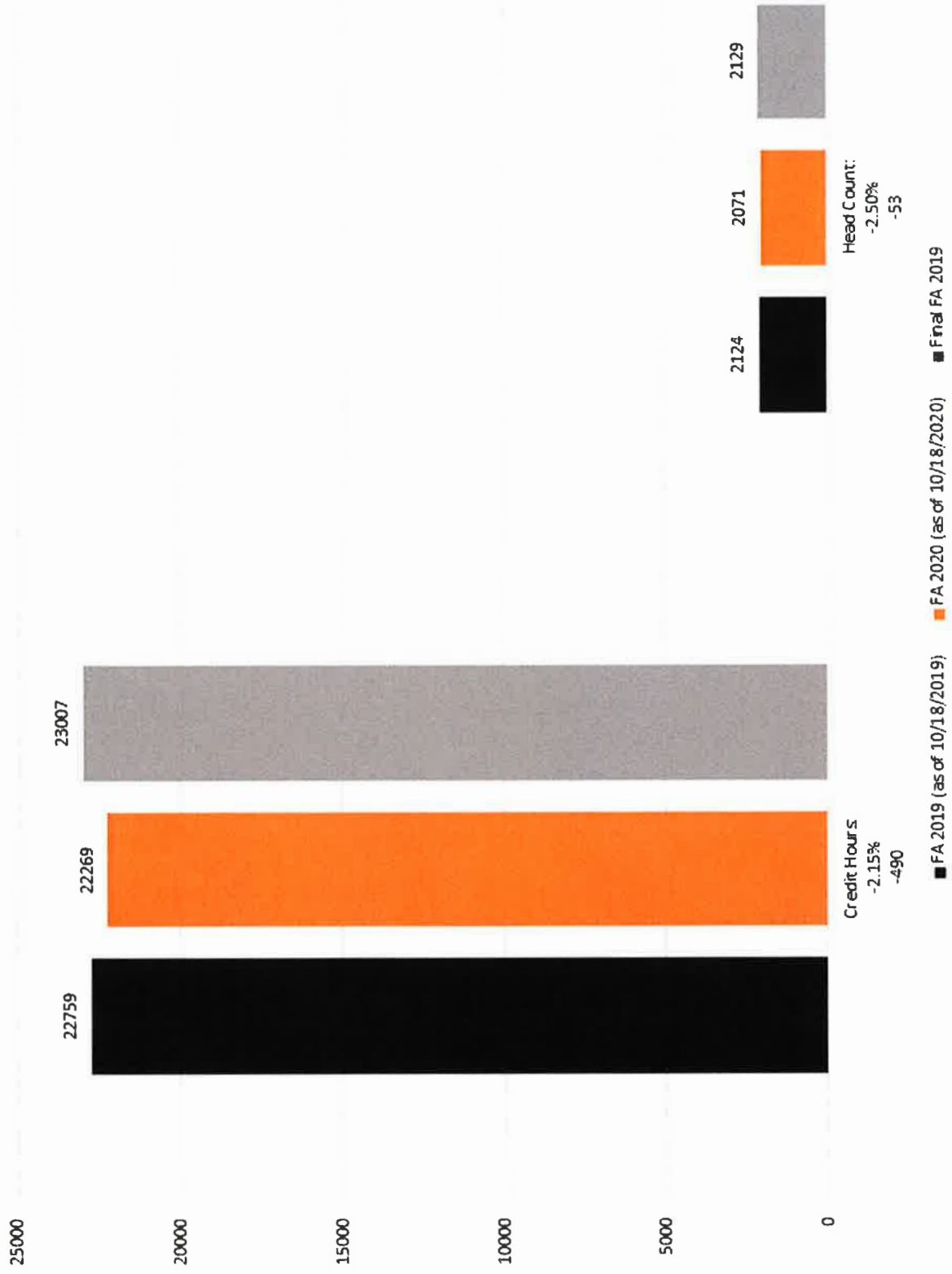
1. Academic Calendar
2. Out-of-State Travel summaries for September 2020
3. FTE Employee Report

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'RR', with a large, sweeping underline that loops back under the initials.

Dr. Ronald S. Ramming  
President

### Fall Enrollment Comparison





### Personnel Actions

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

Name	Action	Effective Date	Salary/Rate
Rodgers, Gwen	Title III NASNTI Project Director	10/01/2020	\$57,166.00
Keys, Mattie	Director of Financial Aid – FMLA	09/22/2020	

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

Name	Title	Effective Date	Service Time

**OKLAHOMA STATE REGENTS FOR HIGHER EDUCATION**

**Return by December 1, 2020**

Electronic submission with President’s signature is preferred (to [sbeauchamp@osrhe.edu](mailto:sbeauchamp@osrhe.edu)).

**Institution: Connors State College**

**ACADEMIC CALENDAR FOR 2021-2022**

*NOTE: All schedules should include final exams*

**Summer 2021 Session:**

Semester (8-week session) (begins and ends)	6/7/2021 through 7/30/2021
1st 4-week session (begins and ends)	6/7/2021 through 7/2/2021
2nd 4 week session (begins and ends)	7/5/2021 through 7/30/2021

Please list dates of all holidays/breaks (no classes) 7/5/2021 through 7/5/2021

Click here to enter begin date. **through** Click here to enter end date.

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

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

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

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



**Fall 2021 Semester:**

16 week Semester (begins and ends)	8/16/2021 through 12/10/2021
1st 8-week session (begins and ends)	8/16/2021 through 10/8/2021
2nd 8-week session (begins and ends)	10/11/2021 through 12/10/2021
1st 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
2nd 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
4th 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

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

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

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

Please list dates of all holidays/breaks (no classes)	9/6/2021 through 9/6/2021
	10/21/2021 through 10/22/2021
	12/20/2021 through 12/31/2021
	11/22/2021 through 11/26/2021
Fall Commencement date (if applicable)	Click here to enter a date.

**Spring 2022 Semester:**

16 week Semester (begins and ends)	1/10/2022 through 5/6/2022
1st 8-week session (begins and ends)	1/10/2022 through 3/4/2022
2nd 8-week session (begins and ends)	3/7/2022 through 5/6/2022
1st 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
2nd 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
3rd 4-week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.
4th 4 week session (begins and ends)	Click here to enter begin date. <b>through</b> Click here to enter end date.

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

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

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

Please list dates of all holidays/breaks (no classes)	1/17/2022 through 1/17/2022
	3/21/2022 through 3/25/2022
	Click here to enter begin date. <b>through</b> Click here to enter end date.

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

Spring Commencement date (if applicable)	5/6/2022
	Click here to enter a date.
	Click here to enter a date.

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

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

	Fall 2021 Intersession (between summer 2021 and fall 2021)	Spring/Winter 2021-2022 Intersession (between fall 2021 and spring 2022)	Summer 2022 Intersession (between spring 2022 and summer 2022)
Intersession begins	8/2/2021	12/13/2021	5/9/2022
Intersession ends	8/12/2021	12/23/2021	5/20/2022

Summer 2021 (if applicable):

Final add date 8 week classes	6/10/2021
Final drop date 8 week classes:	6/10/2021
Final add date first 4 week classes:	Click here to enter a date.
Final drop date first 4 week classes:	Click here to enter a date.
Final add date 2nd 4 week classes:	Click here to enter a date.
Final drop date 2nd 4 week classes:	Click here to enter a date.

Fall 2021:

Final add date 16 week classes:	8/27/2021
Final drop date 16 week classes:	8/27/2021
Final add date 1st 8 week classes:	8/20/2021
Final drop date 1st 8 week classes:	8/20/2021
Final add date 2nd 8 week classes:	10/15/2021
Final drop date 2nd 8 week classes:	10/15/2021

Spring 2022:

Final add date 16 week classes:	1/21/2022
Final drop date 16 week classes:	1/21/2022
Final add date 1st 8 week classes:	1/21/2022
Final drop date 1st 8 week classes:	1/14/2022
Final add date 2nd 8 week classes:	3/11/2022
Final drop date 2nd 8 week classes:	3/11/2022

**Signature of President** \_\_\_\_\_ **Date** \_\_\_\_\_

**SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF SEPTEMBER 30, 2020**

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	\$ -	1	\$ 478.57	0	\$ -	3	\$ 2,621.35
FEDERAL	0	\$ -	0	\$ -	0	\$ -	9	\$ 17,624.84
PRIVATE	0	\$ -	0	\$ -	0	\$ -	0	\$ -
AUXILIARY	0	\$ -	0	\$ -	0	\$ -	0	\$ -
OTHER	0	\$ -	0	\$ -	0	\$ -	0	\$ -
<b>TOTAL</b>	<b>-</b>	<b>\$ -</b>	<b>1</b>	<b>\$ 478.57</b>	<b>-</b>	<b>\$ -</b>	<b>12</b>	<b>\$ 20,246.19</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: Connors State College  
Institution Dr. Ron Ramming  
President

Subject: FTE Employee Report for the Fiscal Quarter Ending: 09/30/2020  
Mo. Day Yr.

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

Faculty	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	
69	58	4	1	6	0	0	15	11	70	79	15	164	
72	53	1	1	7	1	0	16	3	73	76	5	154	
-3	5	3	0	-1	-1	0	-1	8	-3	3	10	10	
55	51	5	0	19	1	0	9	15	55	79	21	155	

- 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.

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

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

President Stafford said COVID-19 has disrupted many things, but NEO is doing what it can to create some normalcy for its students. He said the NEO Homecoming has been postponed to spring, and NEO will soon be announcing honorees using social media with the goal of having a formal ceremony in the spring semester.

President Stafford said NEO just passed the halfway point of the fall semester. He said the administration was worried about the impact of COVID-19 on their students, so they did some grade distribution comparisons from the previous year and he is pleased to say there were no significant differences. There is still a lot of work to do to continue to support students through the end of the fall semester to ensure they return for the spring semester.

President Stafford said enrollment in second 8-week courses has helped NEO close some of the enrollment gap. The College budgeted a 9.5 percent decrease, and that gap has been reduced to about 5.2 percent. President Stafford said Ottawa County has nine recognized tribes and he is pleased with the support that those tribes have provided NEO. He said the College has pledges and commitments for up to \$145,000 to help NEO this academic year. The first portion of that is for NEO’s American Indian Center for Excellence to support the Native American student population, which comprises 34 percent of the student population at NEO. The Center was established in 2012 to provide support and help those students connect to tribal resources. The other part of the money will go to help with technology improvements as the College continues to enhance remote learning for students.

President Stafford then highlighted various stories of interest contained in the *NEO Update*.

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

President Stafford said this is an \$81,400 grant to help the Agriculture program specifically targeting American Indian students to help strengthen that pipeline from NEO to OSU.

G-2 Approval of peace officer actions:

<u>a. Commission</u>	<u>Commission No.</u>
Aaron Jarvis	792
Adam Hunter	793

G-3 Approval to submit the appropriate documents to the OSRHE and take all necessary action to refund select potential projects listed through the Master Lease Equipment Program

President Stafford said the estimated refund is \$408,000 over the next 10 years, with an estimated savings of \$72,000.

Regent Anthony moved and Regent Burns seconded to approve Section G, Items 1-3 as presented in the NEO Agenda.

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

H-1 Approval to expand scope of previous agreement with Crawford and Associates to provide additional services related to preparation of financial statements and financial consulting assistance

President Stafford said that the previous contract expired, and this request is to extend the contract for Crawford and Associates to assist with accounting and financial reporting at a cost of approximately \$25,000.

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

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

Regent Anthony said he appreciates President Stafford and is glad to have him there in Miami.

President Stafford said NEO has a great community and staff on campus, he feels fortunate to be a part of NEO and the A&M System, and he appreciates the support from the Board and Board staff.

Chair Davis echoed Regent Anthony's comments.

Regent Link asked if the Carter House renovations are complete. President Stafford said yes.

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



# NORTHEASTERN OKLAHOMA A&M COLLEGE

Miami, Oklahoma

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

October 23, 2020

Dear Board Members:

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

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

1. Remarks by President Dr. Kyle Stafford
  - a. Highlights of NEO Update newsletter

**B – RESOLUTIONS- None**

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

**D - PERSONNEL ACTIONS-**

1. Personnel actions not requiring action by the Board including new hires, resignations, terminations, suspensions, retirement, etc. are provided for informational purposes only in Reference Document D-1.

**E - INSTRUCTIONAL PROGRAMS- None**

**F - BUDGETARY ACTIONS- None**

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

1. Board authorization is requested to expend funds, including payment of administrative allowance at year-end, according to grant/program guidelines for USDA grant. Reference document G-1.
2. Board authorization is requested for peace officer commission for Aaron Jarvis and Adam Hunter. Aaron and Adam are CLEET certified.



3. Board approval is requested to submit the appropriate documents to the Oklahoma State Regents for Higher Education (OSRHE) and take all necessary action to refund the potential projects listed below through the Master Lease Equipment Program. Reference Document G-3.

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

1. Northeastern Oklahoma A&M College requests board approval to expand the scope of the previous agreement with Crawford and Associates to provide additional services related to preparation of financial statements and financial consulting assistance. Reference Document H-1.

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

**J - PURCHASE REQUESTS -None**

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

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

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

1. Out-of-state travel summaries for the months of August and September 2020. Reference Document M-1.
2. OSRHE FTE Report for fiscal quarter ending September 30, 2020. Reference Document M-2.
3. NEO athletic schedules for softball, men's basketball, women's basketball, men's soccer, women's soccer and volleyball. Note schedules are subject to change. Reference Document M-3.

<u>Name</u>	<u>Action</u>	<u>Effective Date</u>	<u>Salary/Rate</u>
		8/1/2020	
Gabriel Palmquist	Employ Assistant Men's Basketball Coach		\$8,000 annually
Bethany Meador	Employ Med Lab Tech Assistant	8/5/2020	\$45,500 annually
Ryan Alexander	Employ Assistant Football Coach	8/12/2020	\$8,000 annually
Carol White	Resignation Adjunct Instructor	8/31/2020	-
Chet Rogers	Resignation Assistant Tech Director	9/5/2020	\$20,085 annually
		9/7/2020	
Quentin Carter	Resignation Assistant Football Coach		\$8,000 annually
Logan Pendergraft	Resignation Upward Bound Mentor	9/10/2020	\$17,940 annually
Seth Newsome	Employ Assistant Football Coach	9/14/2020	\$8,000 annually
		9/21/2020	
Andrew Rice	Involuntary Separation Assistant Football Coach		\$40,290 annually
Deonte Cruse	Employ Assistant Football Coach	9/21/2020	\$8,000 annually
Trent Hosick	Employ Assistant Football Coach	9/23/2020	\$8,000 annually
		9/30/2020	
Tina Hancock	Non-renewal Secretary CASA, Grant		\$21,112 annually
		10/4/2020	
Lindsey Bearden	Employ Student Success Coach SSS, Grant		-
Corbin Hernon	Employ Wellness Lifeguard	10/5/2020	\$8,320 annually
Caleb Lamont	Employ Adjunct Speech Instructor	10/12/2020	-
Julia Tosh	Employ Adjunct Clinical Instructor	10/12/2020	-
Terry DeCoster	Interim Vice President for Fiscal Affairs	10/1/2020	\$85,000 annually
Cheryl Moudy	Employ Student Success Coach SSS, Grant	10/12/2020	-
Aaron Jarvis	Employ Campus Police Officer	10/15/2020	\$27,040 annually
Adam Hunter	Employ Campus Police Officer	10/15/2020	\$27,040 annually

## Reference Document G-1

### G- Other Business and Financial Matters

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

Northeastern Oklahoma A&M College, a two-year Native American Serving Nontribal Institution (NASNTI) partnered with Oklahoma State University, a land grant university (LGU), to secure a National Institute of Food and Agriculture (USDA) grant in the amount of \$81,400. The overall goal is to develop a strong pipeline of American Indian students transferring from two-year NASNTI institutions to four-year LGUs. The two-year grant will assist the Agriculture Program with developing and providing hands on learning, student jobs and scholarships for American Indian scholars.

**Reference Document G-3**

G- Other Business and Financial Matters –

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

<u>Project</u>	<u>Estimated Cost</u>
Refunding of MLEQ 2010B	\$408,000

Each year the State Regents analyze potential savings available through refunding bond issues. This year, we have identified one with potential savings. The projected NPV savings from refunding 2010B are \$72,195.



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

1. Northeastern Oklahoma A&M College requests board approval to expand the scope of the previous agreement with Crawford and Associates to provide additional services related to preparation of financial statements and financial consulting assistance. Authorization is requested for an additional \$25,000 and will be paid for E&G funds.

October 6, 2020

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) has expressed 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 *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
- Tax and Other Regulatory Report Assistance

Northeastern Oklahoma A&M College  
Accounting and Consulting Services Engagement Letter  
October 6, 2020  
Page 2 of 4

Services Requested

Working in conjunction with College management and staff to obtain the necessary data, information, reports, and COGNOS access, Crawford & Associates proposes to provide the following requested Accounting and Financial Reporting Assistance:

- Cash Reconciliations – Address all unresolved transactions from the monthly reconciliations currently prepared by personnel at OSU.
- Month-end closing procedures– Assistance in designing and implementing internal control processes to ensure a complete and accurate month-end close, and provide training for College staff.
- Other areas – Determination of other problematic areas that are not currently known that may come to light during this process.

Other Requested and Available Services

In conjunction with the other requested and available services 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 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. The College President and Senior Management will be responsible for establishing the scope of any 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.

Timing and Staffing for these Services

We anticipate beginning these requested services in October 2020, and continuing through completion prior to June 30, 2021. Staffing for these requested services will include the following employees of Crawford & Associates, who have been actively involved in providing prior accounting and consulting services to the College:

- Justin Kersey, CPA, CFE
- Dwayne Tate, CPA
- David Koehn, MBA, CPA

Northeastern Oklahoma A&M College  
Accounting and Consulting Services Engagement Letter  
October 6, 2020  
Page 3 of 4

**Fees and Costs**

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses monthly, and payable upon receipt of our invoices. Our fees and expenses for these services will be billed for the individual(s) performing such services based on the actual number of hours of work performed by that individual or individuals.

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 \$25,000. 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.

The term of this engagement is a period from the date of acceptance of this engagement letter through June 30<sup>th</sup>, 2021. 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.

**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.

Northeastern Oklahoma A&M College  
Accounting and Consulting Services Engagement Letter  
October 6, 2020  
Page 4 of 4

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

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

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

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



**Northeastern Oklahoma A&M College**

**Reference Document M-1**

Northeastern Oklahoma A&M College  
Summary of Out-of-State Travel as of **Aug-20**

Column (1): Travel This Month  
Column (2): Corresponding Month Last FY  
Column (3): Amount Expended Current FY  
Column (4): Amount Expended Prior FY

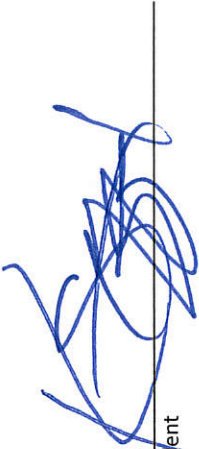
Fund Source	No. Trips (1)	Amount Expended (1)	No. Trips (2)	Amount Expended (2)	No. Trips (3)	Amt. Exp Current FY (3)	No. Trips (4)	Amt. Exp Prior FY (4)
Revolving	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
State Approp. (290)	0	\$0.00	5	\$3,252.53	0	\$0.00	27	\$14,024.97
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	1	\$190.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	0	\$0.00	2	\$862.47	0	\$0.00	20	\$8,992.12
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	<b>0</b>	<b>\$0.00</b>	<b>7</b>	<b>\$4,115.00</b>	<b>0</b>	<b>\$0.00</b>	<b>48</b>	<b>\$23,207.09</b>

Northeastern Oklahoma A&M College  
Summary of Out-of-State Travel as of **Sep-20**

Column (1): Travel This Month  
Column (2): Corresponding Month Last FY  
Column (3): Amount Expended Current FY  
Column (4): Amount Expended Prior FY

Fund Source	No. Trips (1)	Amount Expended (1)	No. Trips (2)	Amount Expended (2)	No. Trips (3)	Amt. Exp Current FY (3)	No. Trips (4)	Amt. Exp Prior FY (4)
Revolving	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
State Approp. (290)	0	\$0.00	0	\$0.00	0	\$0.00	27	\$14,024.97
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	1	\$190.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	0	\$0.00	0	\$0.00	0	\$0.00	20	\$8,992.12
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>Total</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>	<b>48</b>	<b>\$23,207.09</b>

The Oklahoma State System of Higher Education  
FTE Employee Report

  
\_\_\_\_\_  
President

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 09/30/2020

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

FTE Employee Categories

	Educational and General Budget Part I			Educational and General Budget Part II			Agency Accounts Other			Sub Total			Total FTE
	Faculty	Other		Faculty	Other		Faculty	Other		Faculty	Other		
		Regular	Student		Regular	Student		Regular	Student		Regular	Student	
Current QTR	42	58	0	0	5	3	7	26	3	50	90	6	145
Prior QTR	52	64	0	0	6	11	6	34	2	58	104	12	174
INC (DEC)	-10	-6	0	0	0	-8	1	-8	1	-9	-14	-6	-29
Prior FY	52	73	1	1	6	5	8	29	4	61	108	10	179



<u>Date</u>	<u>Opponent</u>	<u>Location</u>	<u>Time</u>
2/16/21	Fort Scott	Miami, OK	3PM / 5pm
2/19/21	Neosho County	Miami, OK	3PM/ 5pm
2/20/21	Iowa Western	Miami, OK	1PM/3pm
2/23/21	Labette	Miami, OK	4PM/6PM
3/6/21	Kirkwood	Miami, OK	1PM/3PM
3/10/21	SE Iowa	Miami, OK	4PM/6PM
3/14/21	Indian Hills	Miami, OK	11AM/1PM
3/20/21	Jefferson County	Miami, OK	2PM/4PM
3/23/21	NOC Enid	Enid, OK	2PM/4PM
3/25/21	Eastern	Miami, OK	4PM/6PM
3/27/21	Western	Altus, OK	2PM/4PM
3/30/21	NOC Tonkawa	Miami, OK	4PM/6PM
4/6/21	Connors	Miami, OK	4PM/6PM
4/8/21	Rose State	Miami, OK	4PM/6PM
4/10/21	Rich Mountain	Mena, OK	2PM/4PM
4/13/21	Seminole	Miami, OK	4PM/6PM
4/15/21	NOC Enid	Miami, OK	4PM/6PM
4/17/21	Eastern	Wilburton, OK	2PM/4PM
4/20/21	Western	Miami, OK	2PM/4PM
4/22/21	NOC Tonkawa	Tonkawa, OK	2PM/4PM
4/24/21	Murray State	Miami, OK	2PM/4PM
4/27/21	Connors	Warner, OK	5PM/7PM
4/29/21	Rose State	OKC, OK	2PM/4PM
5/1/21	Rich Mountain	Miami, OK	2PM/4PM
5/4/21	Seminole	Seminole, OK	4PM/6PM
5/13-26/21	Region II Tournament	TBD	TBD
5/26-29/21	World Series	Yuma, Arizona	TBD

Eric Iverson, Head Coach

A blue ink signature of Eric Iverson, consisting of stylized initials and a surname.

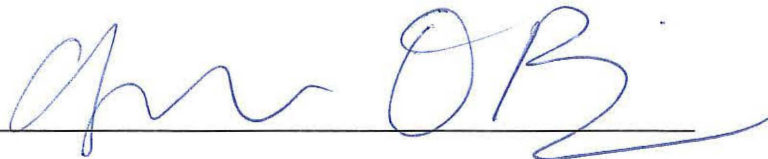
Joe Renfro, Athletic Director

A blue ink signature of Joe Renfro, featuring a large, expressive initial 'J' followed by the name 'Renfro'.


Kyle J. Stafford, President



DATE	OPPONENT	LOCATION	TIME
January 22, 2021	East Central Tournament	Union, MO	TBD (2-3games)
January 23, 2021	East Central Tournament	Union, MO	TBD (2-3games)
January 28, 2021	Cowley College Tri-Match	Arkansas City, KS	6, 8pm
February 6, 2021	Johnson County College	Overland Park, KS	1pm
February 11, 2021	Coffeyville Tri-Match	Coffeyville, KS	5, 7pm
February 15, 2021	Butler College Tri-Match	El Dorado, KS	5, 7pm
February 22, 2021	Seminole State College	Seminole, OK	6pm
February 26, 2021	Rose State College	Miami, OK	6pm
March 5, 2021	Independence Community College	Independence, KS	6:30pm
March 8, 2021	Seminole State College	Miami, OK	6pm
March 18, 2021	Johnson County College	Miami, OK	5pm
March 26, 2021	Rose State College	Midwest City, OK	6pm

Alli O'Banion, Head Coach 

Joe Renfro, Athletic Director 

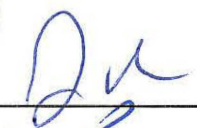
Kyle J. Stafford, President 



Spring 2021 Season

Date	Opponent	Location	Time
4/2/21	Rose State	Midwest City	1:00PM
4/7/21	Rich Mountain	Mena, AR	1:00PM
4/9/21	Seminole State	Miami, OK	5:00 PM
4/11/21	Eastern OK	Miami, OK	2:00PM
4/14/21	Redlands	El Reno, OK	5:00 PM
4/16/21	NOC Tonkawa	Tonkawa, OK	2:00 PM
4/18/21	Murray State College	Miami, OK	2:00PM
4/21/21	Rose State	Miami, OK	5:00PM
4/23/21	Rich Mountain	Miami, OK	5:00Pm
4/25/21	Seminole	Ada, OK	3:00PM
4/28/21	Eastern	Wilburton, OK	2:00PM
4/30/21	Redlands	Miami, OK	5:00PM
5/2/21	NOC Tonkawa	Miami, OK	2:00 pm
5/5/21	Murray State College	Tishomingo, OK	2:00PM
5/13-5/14	Region II Tournament	Enid, OK	TBD

Lisa Bell, Head Coach  \_\_\_\_\_

Joe Renfro, Athletic Director  \_\_\_\_\_

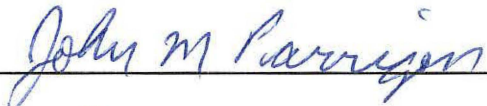
Kyle J. Stafford, President  \_\_\_\_\_

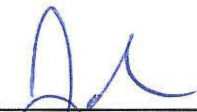


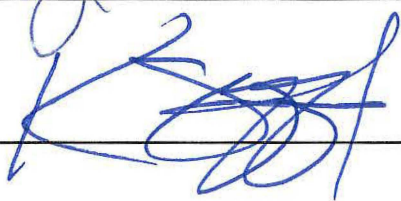


Spring 2021 Season

Date	Day	Opponent	Location	Time
4/2/21	Fri	Rose State	Midwest City	3:00PM
4/7/21	Wed	Rich Mountain	Mena, AR	3:00PM
4/11/21	Sun	Eastern OK	Miami, OK	4:00PM
4/12/21	Mon	Crowder	Miami, OK	7:00PM
4/14/21	Wed	Coffeyville	Coffeyville, KS	7:00PM
4/16/21	Fri	NOC Tonkawa	Tonkawa, OK	4:00PM
4/18/21	Sun	Murray State College	Miami, OK	4:00PM
4/21/21	Wed	Rose	Miami, OK	7:00PM
4/23/21	Fri	Rich Mountain	Miami, OK	7:00PM
4/25/21	Sun	S.E.C.C. Nebraska	Miami, OK	5:00PM
4/28/21	Wed	Eastern OK	Wilburton, OK	4:00PM
5/2/21	Sun	NOC Tonkawa	Miami, OK	4:00PM
5/5/21	Wed	Murray State College	Tishomingo, OK	4PM
5/13-5/15		Region II Tournament	Enid, OK	TBD

John Parrigon, Head Coach 

Joe Renfro, Athletic Director 

Kyle J. Stafford, President 



<b>Date</b>	<b>Opponent</b>	<b>Site</b>	<b>Time</b>
Oct 8 <sup>th</sup>	OKWU	Miami	6:00%
Oct 15 <sup>th</sup>	Crowder	Miami	5:00%
Oct 22 <sup>nd</sup>	Coffeyville	Miami	5:30%
Nov 12 <sup>th</sup>	Connors	Miami	5:30%
Jan 22 <sup>nd</sup>	South Plains	Miami	5:30
Jan 28 <sup>th</sup>	Evangel JV	Miami	5:30
Feb 1 <sup>st</sup>	Seminole	Miami	5:30*
Feb 4 <sup>th</sup>	NOC-Tonkawa	Miami	5:30*
Feb 11 <sup>th</sup>	NOC-Enid	Enid	5:30*
Feb 15 <sup>th</sup>	Connors	Miami	5:30*
Feb 18 <sup>th</sup>	Redlands	El Reno	5:30*
Feb 22 <sup>nd</sup>	Murray St	Miami	5:30*
Feb 25 <sup>th</sup>	Western	Miami	5:30*
Mar 1 <sup>st</sup>	Eastern	Wilburton	5:30*
Mar 4 <sup>th</sup>	Seminole	Seminole	5:30*
Mar 8 <sup>th</sup>	NOC-Tonkawa	Tonkawa	5:30*
Mar 15 <sup>th</sup>	NOC-Enid	Miami	5:30*
Mar 18 <sup>th</sup>	Connors	Warner	5:30*
Mar 22 <sup>nd</sup>	Redlands	Miami	5:30*
Mar 25 <sup>th</sup>	Murray St	Tishomingo	5:30*
Mar 29 <sup>th</sup>	Western	Altus	5:30*
Apr 1 <sup>st</sup>	Eastern	Miami	5:30*
Apr 7 <sup>th</sup> - 11 <sup>th</sup>	Region II Tournament	Shawnee OK	TBA
Apr 19 <sup>th</sup> - 24 <sup>th</sup>	NJCAA National Tournament	Lubbock TX	TBA

**Scrimmages %**

**Jim Rowland, Head Coach**

**Joe Renfro, Athletic Director**

**Kyle J. Stafford, President**



Date	Opponent	Location	Time	Day
1/25/21	Southwest Christian	Miami, OK	7:30 PM	Mon
1/26/21	Central Baptist	Miami, OK	7:30 PM	Tue
1/27/21	Labette	Parsons, KS	7:30 PM	Wed
1/28/21	OKWU JV	Miami, OK	7:30 PM	Thu
1/30/21	3 Rivers	Miami, OK	TBD	Sat
2/1/21	Seminole St	Miami, OK	7:30 PM	Mon
2/4/21	Tonkawa	Miami, OK	7:30 PM	Thu
2/9/21	Labette	Miami, OK	7:30 PM	Tue
2/11/21	Enid	Enid, OK	7:30 PM	Thu
2/15/21	Connors St	Miami, OK	7:30 PM	Mon
2/18/21	Redlands	El Reno, OK	7:30 PM	Thu
2/22/21	Murray St	Miami, OK	7:30 PM	Mon
2/25/21	Western	Miami, OK	7:30 PM	Thu
3/1/21	Eastern	Wilburton, OK	7:30 PM	Mon
3/4/21	Seminole	Seminole, OK	7:30 PM	Thu
3/8/21	Tonkawa	Tonkawa, OK	7:30 PM	Mon
3/15/21	Enid	Miami, OK	7:30 PM	Mon
3/18/21	Connors St	Warner, OK	7:30 PM	Thu
3/22/21	Redlands	Miami, OK	7:30 PM	Mon
3/25/21	Murray St	Tishomingo, OK	7:30 PM	Thu
3/29/21	Western	Altus, OK	7:30 PM	Mon
4/1/21	Eastern	Miami, OK	7:30 PM	Thu
4/5/21	First Round	Playoffs	TBD	Mon
4/7/21	Men's Quarter Finals	Shawnee, OK	TBD	Wed
4/9/21	Men's Semi Finals	Shawnee, OK	TBD	Fri
4/10/21	Men's Finals	Shawnee, OK	TBD	Sat
4/19/21	National Tournament	Hutchinson, KS	TBD	Mon

Jeremy Jackson Head Coach

Joe Renfro, Athletic Director

Kyle J. Stafford, President



## **VI. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA**

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

President Smith spoke of LU's virtual Homecoming and said they found many interesting things to do online to keep alumni engaged. President Smith said unless COVID-19 numbers trend upward, LU plans to hold all sports in the spring semester.

President Smith recognized Ms. Mautra Jones, Vice President for Institutional Advancement and External Affairs, for being recently named Woman of the Year by *The Journal Record*. He said he is proud of her for not only what she does for Langston University, but for the State.

### **B-1 Adoption of Memorial Resolution for Mrs. Thelma Braggs**

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

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

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

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

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

### **E-1 Approval of curricular requests including new programs, degree modifications, etc.**

### **E-2 Approval for program review reports**

(The documents for Items E-1 and E-2 are collectively on file in the Board of Regents' Office as Document No. 1-10-23-20.)

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

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

F-1 Approval for Endowment distribution draw-down

President Smith said approval is requested to initiate a draw-down request with the Oklahoma State Regents for Higher Education (OSRHE) for the Southwestern Bell Endowment Lectureship Account. He said Southwestern Bell has now become AT&T, and LU has had conversations with AT&T regarding updating this endowment, and this draw-down is a result of the new partnership.

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

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

H-1 Approval to solicit public bids and process purchase orders to secure new contracts for dining, facility management, janitorial, and grounds maintenance for all LU campuses

President Smith said this is a request to work with Central Purchasing and the Office of Legal Counsel to negotiate an extension for the current contract with Sodexo. He said the administration has worked closely with Chief Procurement Officer Scott Schlotthauer and his team on the project.

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

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

I-1 Approval to solicit public bids for replacement of flooring in residential housing

I-2 Approval to initiate replacement of roofing on C.F. Gayles Atrium

President Smith said these projects are through the State's Roof Assessment Management Program using Universal Roofing.

Regent Harrel moved and Regent Burns seconded to approve Section I, Items 1 and 2 as presented in the LU Agenda.

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

J-1 Approval to initiate facilities condition assessment

President Smith said this assessment will be for all LU campuses and properties. He said the administration has worked closely with Scott Schlotthauer and his team on this Item, and it is important for LU because it will allow them to better plan for future needs. President Smith said LU will use the same company OSU utilized a few years ago. Once this assessment is completed, they can move forward with the Campus Master Planning process.

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

Regent Hall asked if they were assessing the physical condition or if they also have a current value of the facilities. Mr. Schlotthauer said the value is already established and maintained by Office of Management & Enterprise Services (OMES) for insurance purposes; they will primarily be looking at the physical condition of facilities and mechanical structures and making recommendations on what will need replaced over a ten-year period. Regent Hall asked if this includes utilities and infrastructure as well. Mr. Schlotthauer said it does.

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

Regent Link asked the status of the Endowment draw-down from the Oklahoma State Regents for Higher Education (OSRHE) and the fund balance. President Smith said the last number he saw was \$47 million and it was not yet time to request the proceeds from this year, but when it is time LU intends to request a full draw-down of what is available. Regent Link asked which year's earnings would be available. President Smith said the previous year. Regent Link asked if LU had ever been able to receive more than the previous year's earnings. President Smith said he was unsure, but based on what the market has done so far he expects it would not be drastically different from the year before.

Regent Link asked the current status of Integrated Services activities between LU and OSU. President Smith said it is going very well. From an audit standpoint, some of the major items from the previous year will come in this year as "resolved" or "on track." Regent Link asked about the timeline of getting everything resolved. President Smith said he thinks they are ahead of where they anticipated in terms of the difficult items, but the proof will be in the audit.

Regent Burns thanked President Smith for his hard work on the audit and said he appreciated the effort. Regarding the LU Endowment, he encouraged President Smith to not seek just the earnings of the draw-down but the full transfer of the principle to the University when it was time.

The business of Langston University being concluded, President Kent Smith was excused from the meeting.



# LANGSTON UNIVERSITY

Langston, Oklahoma

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

October 23, 2020

Dear Board Members:

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

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

1. Remarks by President Smith
  - Spring Semester 2021 Planning Update
  - ACT/SAT Testing Optional for Fall 2021

## **B – RESOLUTIONS**

1. Memorial Resolution for Mrs. Thelma Braggs (*Reference Document B-1*)

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

*None*

## **D - PERSONNEL ACTIONS**

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

## **E - INSTRUCTIONAL PROGRAMS**

1. Board approval is requested for curricular changes including new degrees, program modifications, etc. (*Reference Document E-1*).
2. Board approval is requested for program review reports (*Reference Document E-2*).

**F - BUDGETARY ACTIONS**

1. Endowment distribution draw-down request (*Reference Document F-1*).

**G - OTHER BUSINESS AND FINANCIAL MATTERS**

*None*

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

1. Request for proposals to secure new contracts for dining, facility management, janitorial, and grounds maintenance for all campuses (*Reference Document H-1*).

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

1. Request to solicit public bids for replacement of flooring in residential housing (*Reference Document I-1*).
2. Request to initiate replacement of roofing on C.F. Gayles Atrium (*Reference Document I-1*).

**J - PURCHASE REQUESTS**

1. Request to initiate facilities condition assessment (*Reference Document J-1*).

**K - STUDENT SERVICES/ACTIVITIES**

*None*

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

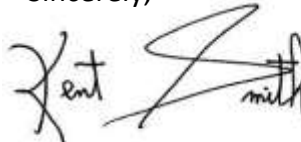
*None*

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

1. FTE Employment Report

All items listed above are respectfully submitted for your approval.

Sincerely,

A handwritten signature in black ink, appearing to read "Kent Smith", with a stylized flourish extending from the end.

KENT J. SMITH, JR.  
PRESIDENT

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

**RESOLUTION**

**WHEREAS**, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mrs. Thelma Braggs was claimed by death on Tuesday, October 6, 2020; and

**WHEREAS**, Mrs. Braggs, by her loyalty, attention to duty, and faithful performance rendered service as a staff member of Langston University for 26 years, serving as PBX Operator; and

**WHEREAS**, her friends and Langston University have suffered an irreparable loss in her passing; **NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES; THAT**, it takes this method to express its appreciation for the 26 years of exemplary service rendered by Mrs. Thelma Braggs to Langston University, the State of Oklahoma and its citizens, to express respect to her memory, and to extend to the family its deepest sympathy in the loss sustained, and to state that the Board and every member thereof respectfully join the friends of the deceased in mourning the passing of one of Langston University's beloved retired staff members.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be reflected in the minutes of the Board and a copy sent to the family of Mrs. Thelma Braggs.

Adopted by the Board the 23<sup>rd</sup> day of October 2020.

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Regent Rick Davis, Chairman

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Jason Ramsey, Chief Executive Officer

**D – PERSONNEL ACTIONS**

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

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

<b>Name</b>	<b>Action</b>	<b>Effective Date</b>	<b>Salary/Rate</b>
Dr. Nancy Alexander	Change of Title <b>from</b> Assistant Professor/ Chair, Business Administration/Director of Accreditation <b>to</b> Assistant Professor of Entrepreneurship/Chair, Business Administration/Director of Accreditation	October 1, 2020	\$80,000.00

2. 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>
Dr. Melissa Brevetti	Assistant Professor of Urban Education	Resignation	09/24/2020	09/01/2016- 09/24/2020



**F – BUDGETARY ACTIONS**

1. Approval is respectfully requested for Langston University to initiate the drawn down and use of funds from the Southwestern Bell Endowed Lectureship Account to facilitate a new partnership with AT&T designed to understand how the Langston University community and its various stakeholder groups access and adopt internet service. The requested funding will support faculty and student research stipends, as well as project and symposium costs. The institution has consulted with AT&T leadership and will continue to work with key partners there throughout the effort, as well as seek additional funding opportunities from AT&T as a result of the partnership. The funding for this expenditure will come from legally available funds from our endowment distribution totaling \$19,366.25 (Account 420004) to launch the project.

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

1. Approval is respectfully requested for Langston University to solicit public bids and process a purchase order(s) to the selected vendor(s) to secure new contracts for dining, facility management, janitorial, and grounds maintenance throughout all Langston University campuses. Approval is also requested to negotiate an extension to the current contract, as needed, to allow for an orderly transition if the incumbent is not selected. Langston University has consulted with the Office of Central Procurement and will continue to work with the office to arrive at the solution with the best overall value which meets with the needs and expectations of the institution. The funding for this expenditure will come from legally available funds.

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

1. Approval is respectfully requested for Langston University to solicit public bids and process a purchase order to the selected vendor to replace flooring within Commons Apartments on the Langston Campus. The existing flooring has reached the end of its operational life and cannot be maintained further. The estimated cost of this expenditure is \$509,500.00 and funding will come from legally available funds. Funding for the expenditure is available in account 326100.
  
2. Approval is respectfully requested for Langston University to initiate the replacement of roofing on the C.F. Gayles Atrium through the State of Oklahoma Roof Asset Management Program and utilization of Universal Roofing. The estimated cost of this expenditure is \$160,000.00 and funding will come from legally available funds.

**J – PURCHASE REQUESTS**

1. Langston University respectfully requests approval to engage ISES Corporation through the utilization of the same contractor utilized by OSU in 2017 to conduct a comprehensive Facilities Condition Assessment for all campuses of Langston University. Langston University will work closely with Central Procurement to ensure that the assessment complies with all policies and best practices. The anticipated cost of this assessment will be paid through legally available funds and is estimated at \$160,000.00.

**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	Other		Faculty	Other		Faculty	Other		
	Regular	Student		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.

**VI. OKLAHOMA STATE UNIVERSITY, STILLWATER, OKLAHOMA**

President Burns Hargis and other members of the Oklahoma State University (OSU) administration appeared before the Board of Regents to present the business of OSU and review the Agenda for members of the Board. (The OSU Agenda is on file in the Board of Regents' Office as Doc. No. 2-10-23-20.)

B-1 Adoption of Memorial Resolution for Robert L. Westerman

(A copy of the Memorial Resolution is identified as ATTACHMENT A and attached to this portion of the minutes.)

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

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

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

C-1 Approval of new section to the OSU Faculty Handbook, 1.16.31, "Dismissal Procedures for Title IX Hearing Cases"

Provost Sandefur said this Item was discussed with the Academic Affairs, Policy and Personnel (AAPP) Committee during its meeting earlier this week.

Regent Milner said the AAPP Committee met with OSU administration on Wednesday, October 21st, regarding approval of revisions to the OSU Faculty Handbook. These revisions include a new section in the handbook titled "Dismissal Procedures for Title IX Hearing Cases." This addition is necessary to bring OSU into compliance with the new Title IX regulations issued in May 2020 by the US Department of Education. The Committee recommended Board approval of the administration's request. Steve Stephens, General Counsel, said these rule revisions were reviewed by Brandee Hancock, Associate General Counsel.

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

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

D-1 Approval of personnel actions

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

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

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

E-1 Approval of curricular changes including new programs and modifications to existing programs

Provost Sandefur said this Item was also discussed with the AAPP Committee. If approved, these requests will be sent to the Oklahoma State Regents for Higher Education for their consideration and approval.

Regent Milner said the AAPP Committee met with the OSU administration regarding approval of new programs and degree modifications. Most notable of these requests are the two new programs: certificate in Food Safety in the Ferguson College of Agriculture and a graduate certificate at the Spears School of Business. This also authorizes the Spears School of Business to offer the existing Bachelor of Science in Business Administration in Accounting at OSU-Tulsa. The Committee acted to recommend Board approval of the administration's request.

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

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

E-2 Approval to establish the College of Professional Studies at OSU-Tulsa

Provost Sandefur noted that this Item was also discussed with the AAPP Committee and has support of the OSU-Tulsa leadership team, Council of Deans, and the OSU-Tulsa Board of Trustees.

Regent Milner said the Committee met with the OSU administration regarding approval to establish the College of Professional Studies at OSU-Tulsa. This College will address the educational needs of Tulsa's working adults, as well as address the workforce needs of Tulsa's industries and agencies. The current president of OSU-Tulsa will serve as acting dean and the Associate Vice President at OSU-Tulsa will manage academic contracts and other operations associated with the College. The anticipated date for this program degree to be offered to students is Fall 2021. The Committee acted to recommend Board approval of the administration's request.

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

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

Chair Davis thanked all those for their hard work and effort on the instructional programs items to make them possible.

Regent Burns echoed the Chair's comments. He said this has been a goal of the Board for 20 years and he recognizes how much effort has gone into achieving this.

Regent Link said this follows on the historic agreement in the development and furthering of education processes in Tulsa through OSU and Langston University.

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

G-2 Approval to select a financial advisor for the financing of potential capital projects

Senior Vice President Joe Weaver said the OSU administration requests the selection of Hilltop Securities, Inc., for financial advising. This would also start evaluating which projects are potentially worth refunding.

Regent Callahan said the Fiscal Affairs and Plant Facilities (FAPF) Committee met with the OSU administration earlier in the week regarding a request to select a Financial Advisor for the potential 2021 general revenue bond issuance. The Committee acted to recommend Hilltop Securities, Inc. for Board approval.

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



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

G-1 Approval of peace officer action

OSU-Stillwater	
<u>Decommission</u>	<u>Commission No.</u>
Joseph M. Milek	750

G-3 Approval to enter into and execute a lease agreement with Crown Castle Fiber LLC

G-4 Approval to rename Human Sciences and Human Sciences West

Mr. Weaver said this request is to change the Human Sciences building to the Nancy Randolph Davis Building, and Human Sciences West to Nancy Randolph Davis West. OSU recently installed a statue of her in her honor in front of those buildings and because OSU is merging the Colleges of Education and Human Sciences, it seemed appropriate to update the names.

G-5 Approval to enter into and execute a lease agreement with the City of Stillwater and Stillwater Regional Airport Authority

G-6 Approval to rename a building

G-7 Approval to purchase real property

G-8 Approval to name a building on the OSU-Center for Health Sciences Campus (OSU-CHS)

Regent Burns moved and Regent Hall seconded to approve Section G, Items 1, 3, 4, 5, 6, 7, and 8 as presented in the OSU Agenda.

Regent Anthony asked what type of towers would be distributed around campus by Crown Castle Fiber LLC. Mr. Weaver said they are typical cell towers to improve OSU's wireless network. He said they noticed their agreement was long standing and needed to be renegotiated with better terms for the University.

Regent Anthony said OSU must be careful of the locations. Mr. Weaver said they are considering the geography throughout the process.

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

I-1 Approval to select an architectural firm to assist with the design and construction of the Transportation Operation and Maintenance Facility – Phase II

Mr. Weaver said OSU is asking to use the same firms that were used in Phase I of this project. He noted Items I-1 and I-2 were discussed with the FAPF Committee during its meeting earlier this week.

Regent Callahan said the Committee met with the OSU administration to select an architectural firm to assist the University with the design and construction of the Transportation Operation and Maintenance Facility – Phase II. Phase II will consist of additional bus maintenance bays, operations functions, and the relocation of the motor pool fleet to the new facility. The projected costs are not expected to exceed \$12 million. The Committee acted to recommend GH2 Architects of Tulsa, Oklahoma for Board approval.

Regent Callahan moved and Regent Hall seconded to select GH2 Architects of Tulsa, Oklahoma, as the architectural firm to assist the University with the project as presented under Item I-1 in the OSU Agenda.

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

I-2 Approval to select a construction management firm to assist with the design and construction of the Transportation Operation and Maintenance Facility – Phase II

Regent Callahan said the Committee met with OSU to select a construction management firm for the Transportation Operation and Maintenance Facility – Phase II. The Committee acted to recommend Board approval of Manhattan Construction of Oklahoma City, Oklahoma.

Regent Callahan moved and Regent Hall seconded to select Manhattan Construction of Oklahoma City, Oklahoma, as the construction management firm to assist the University with the project as presented under Item I-2 in the OSU Agenda.

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

J-1 Approval of sole source & special purchase requests

- a. Ratification of interim approval for the Vice President for Research to enter into an agreement with Orchard Software Corporation
- b. Ratification of interim approval for the Vice President for Research to issue a purchase order to CStar Management, LLC, for the removal and replacement of the boiler in the Venture I building

J-2 Approval of revolving & appropriated funds purchase requests

- a. Authorization to purchase a 3D metal printer

J-3 Approval of auxiliary enterprises purchase requests

- a. Approval to purchase county IT support services for approximately 74 county assessors' offices

Regent Hall asked Mr. Weaver to expand on the support services provided to the county assessors. Mr. Weaver said the state legislature recently made significant appropriations to county local government training (CLGT) – around \$5 million a year to improve the county assessor software in each county with training. This request is part of getting that system in place.

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

Regent Burns asked why Item J-3 wasn't for 77 counties. Mr. Weaver said it is his belief that three counties have the software already.

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

Mr. Weaver said he wanted to thank President Hargis for the 10 years he was given to work for him. He said President Hargis had made his job easy, even during difficult times.

Chair Davis announced a brief recess beginning at 11:15 a.m.

Chair Davis called the meeting to order at 11:24 a.m.

### Retirement Announcement by President V. Burns Hargis

President Hargis said it is officially his intent to retire from Oklahoma State University effective July 1, 2021. He said he hopes this will allow enough time for the pandemic to end and to find his successor. He said this has been the time of his and Ann's lives, and it exceeded all their expectations. President Hargis made remarks regarding his time as President of Oklahoma State University.

President Hargis said he used to move around all the time because of his dad, and when they moved to Oklahoma City he was introduced to Oklahoma State University. He decided to attend OSU despite the rest of his family attending the University of Texas. For the first time in his life, he found a community in OSU and was able to work in various roles to make things better. To complete that full circle and come back to be the President of his alma mater, a school that did so much for him, was a real blessing. He said he appreciates being given that opportunity.

President Hargis said he has now seen three cohorts of students complete four years at OSU. He said he has been blessed to watch them come in bright-eyed and bushy-tailed, full of enthusiasm and then mature during their time at OSU. He said the students' energy is contagious. A colleague once told him, "If you get frustrated, just wait for classes to change and go walk around. It will renew your energy." President Hargis said he found that to be true. The faculty and staff have been great. He said he was given a book written by a former University of Texas president and in the book it said, "You will soon be visited by the head of the faculty council, and there you will be told the faculty morale is at an all-time low. You should not be all that alarmed by that, because that is actually the highest faculty morale ever gets." President Hargis said he has not found that to be true at OSU at all and the faculty has been extremely gracious to him through the years. He said they are a special group of people who care about the students and really want them to grow, succeed, and be prepared for ethical leadership in their communities. He said he appreciates his interactions with the faculty and staff, and what makes the OSU experience so special is that they care so much about the students.

President Hargis mentioned OSU donors, particularly Boone Pickens. When Boone Pickens would ask his father if he could do something his father would say there are three reasons they could not do it. When he would ask what they are, his dad would say first they did not have the money, and the other two don't matter. President Hargis said OSU has raised approximately \$2.1 billion since 2008. Some of that sum has been estate gifts. Those donations have made a huge difference; they have been able to "green" up the campus and build facilities to allow students to reach their full potential. All that put together has made OSU a different place.

President Hargis mentioned Gary Clark, Senior Vice President and General Counsel. He said the two of them have been together for his entire presidency. President Hargis said he receives credit

for many things Mr. Clark has done. President Hargis stated how valuable of an individual Mr. Clark is, and his love for the University is proven by the service he has provided.

President Hargis said his wife, Ann, embraced OSU like it was one of her children. She stepped up and supported him, everybody, and everything they are trying to do. She has taken her own initiatives with the Seretean Center for the Performing Arts and the wellness of the University. He said she coined the phrase “America’s Healthiest Campus,” and she also created the historic pet therapy program. He said she loves the students like her own children and it shows, and they love her.

Mrs. Hargis said she coined the phrase “First Cowgirl” because she felt First Lady was a far reach for her, but the title is amongst the highest valued titles she could imagine anybody can have; to be able to set an example and to further enhance what the president is doing. She said it has been her pleasure to be the OSU First Cowgirl and the ride has been terrific. The education has been beyond her wildest dreams thanks to all of those who have made such a difference at the University. Mrs. Hargis said she has coined a new phrase for herself and President Hargis and their time at OSU: because they have had such an education being there, their next step is to “graduate” into retirement.

President Hargis thanked the Regents that gave him and Ann the opportunity. He quoted Lillian Gish and said, “You make a living by what you get, but you make a life by what you give.” He said the Regents had given them an incredible life experience and they couldn’t be more appreciative. President Hargis said that they will work hard in transitioning to a new president and administration. He thanked the entire Cowboy Nation for all the love and support provided to him and Ann. He said the best is yet to come.

Chair Davis thanked President Hargis and told him it has been a privilege for himself and the entire OSU Cowboy family. He said President Hargis’ tenure has been incredibly transformative at OSU. He hoped a lot of what will be said about President Hargis in the coming days will focus on the change in the OSU student experience. Chair Davis said one can look across campus and see all the incredible new facilities, both in academics and athletics, and easily see how the experience has changed. Also notable are the historic fundraising and scholarship programs. He said some people may focus on the advancements made in research and the recently acquired facilities to advance and move forward. Chair Davis said the greatest achievement of President Hargis in his mind probably has the longest lasting effect on the Cowboy Nation, which is the fact that he changed how we look at ourselves. He said President Hargis has instilled history and appreciation for the OSU campus community, culture, and Cowboy principles. The mindset of the Cowboy Nation has been changed by confidence, looking forward to what is to come, and above all else: expectations. OSU has been set on a new trajectory. He agreed with President Hargis that he has not done it alone and he had many partners along the way. He said President Hargis is

beloved and it will be hard to imagine campus without him stopping to encourage students and greeting them with his smile. He thanked President Hargis for his friendship and leadership, and said OSU is better off as a result of his tenure.

Regent Anthony echoed Chair Davis' comments. He said President Hargis and Ann have transformed the campus not just in facilities but with their belief that OSU can do more. He said it was a precious gift and that he admires both of them very much. Regent Anthony recited the quote, "A great man is someone who plants a tree knowing he may never stand in its shade," and related it to how President Hargis and Ann's ideals have been implanted in the hearts and minds of OSU students over the many years.

Chair Davis thanked President Hargis one last time on behalf of the Board for his prior planning by giving them notice since last December that this was his preferred timeline. The advance notice has allowed the Board to begin a planning process to develop a structure to allow the next president to be successful.

The business of Oklahoma State University being concluded, President Hargis and members of the OSU administration were then excused from the meeting.



## MEMORIAL RESOLUTION

ATTACHMENT A

WHEREAS, it has been called to the attention of the Board of Regents for Oklahoma State University and the Agricultural and Mechanical Colleges that Robert L. Westerman, Professor and Regents Professor, Emeritus, Agricultural Sciences and Natural Resources, was claimed by death on September 8, 2020; and

WHEREAS, Dr. Westerman, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from May 15, 1976, to the date of his retirement, January 10, 2013, and as a citizen worthy of commemoration and respect; and

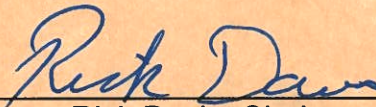
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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

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

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

Adopted by the Board the 23<sup>rd</sup> day of October 2020.



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Rick Davis, Chair

**VII. COMMITTEE REPORTS**

A. Academic Affairs, Policy and Personnel Committee

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

B. Audit, Risk Management and Compliance Review Committee

*None*

C. Fiscal Affairs and Plant Facilities Committee

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

D. Planning and Budgets Committee

*None*

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

D-1 Discussion and possible action relevant to the employment of institutional presidents requiring action by the Board of Regents

Chair Davis said there is a group of Regents who have been working on developing a structure for the next OSU presidential search. He said as the process begins, they will look for individuals across campus to be members of this search committee. The Board believes it is important to have a wide variety of input; to include representatives from faculty, staff, students, alumni, and Regents. He said they will provide details in the coming weeks regarding the search committee, search process, and ways that everyone will be able to convey their thoughts and ideas on what the qualifications for our next president should be. He said the Board seeks the advice from any member of the OSU community.

Chair Davis said after vetting a number of national search firms, the Regents' Succession Planning Committee has recommended the engagement of Buffkin Baker. This is a national search firm that is steeped in university presidential search experience. They will be assisting the committee as they begin their work to develop and open up a thorough and inclusive process. He presented the Outline of Procedures for the 2020-21 Presidential Selection Process for Oklahoma State University and recommended its approval. (The Outline of Procedures is attached to this section as ATTACHMENT A and considered a part of these minutes.)



Regent Hall moved and Regent Callahan seconded to approve the Outline of Procedures for the 2020-21 Presidential Selection Process for Oklahoma State University as presented.

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

D-2 Approval of personnel actions

Mr. Ramsey said the Office of Internal Audit has two personnel actions: the hiring of Charlie Jones and Paige Mackey. Ms. Finley said she is pleased to have two very qualified candidates joining the team. (The personnel actions are attached to this section as ATTACHMENT B and considered a part of these minutes.)

Regent Link moved and Regent Callahan seconded to approve Item D-2 of Other Board of Regents' Business as presented.

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

Adjournment

Regent Link moved and Regent Milner seconded to adjourn the meeting at approximately 11:43 a.m.

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

OUTLINE OF PROCEDURES  
2020-21 PRESIDENTIAL SELECTION PROCESS FOR OKLAHOMA STATE UNIVERSITY

It should be clearly understood that the decision to select and employ a President or to potentially reject all candidates and reopen the search shall always remain the sole responsibility of the Board of Regents. All participants in this process must hold in strictest confidence the identities of applicants for the position and the status of the process at any given time. The Board of Regents is committed to equal opportunity policies and practices and to the principles and goals of Affirmative Action\*. A diverse candidate pool should be sought and encouraged. The following process will be approved by the Board of Regents to be utilized in the selection of a President for Oklahoma State University.

- I. Board Chair appoints a Succession Planning Committee.
  
  - II. Succession Planning Committee
    - A. will recommend to the Board the process to be followed.
    - B. will recommend an executive search firm to serve as a consultant to the Search Committee and Board of Regents concerning the selection of the President.
    - C. will solicit nominations from various constituencies of Oklahoma State University for representation on the Search Committee.
    - D. will recommend for Board of Regents' approval\*\* appointments to the Search Committee. The Search Committee will be composed as follows:
      - 4 Regents to include the Board Chair (Board Chief Executive Officer is ex officio member)
      - 4 Faculty, 1 of whom shall be the current Vice Chair of the Faculty Council and 3 of whom shall be comprised of a Professor, an Associate Professor, and an Assistant Professor selected from 12 nominees (4 in each ranking) provided by the Deans Council
      - 4 Students
        - 1 Graduate Student (Graduate & Professional Student Government Association to make 3 nominations)
        - 2 Undergraduate Students (OSU Student Government Association to make 5 nominations)
        - 1 Undergraduate or Graduate Student selected from 3 nominations made by the Vice President for Institutional Diversity
      - 1 Staff (OSU Staff Advisory Council to make 4 nominations)
      - 1 Administrator (to be appointed by the Board of Regents)
      - 1 The Vice President of Institutional Diversity
      - 1 OSU Institute of Technology representative (OSUIT Faculty and Staff Association to make 3 nominations)
      - 1 OSU-Oklahoma City representative (OSU-OKC Faculty Senate to make 2 nominations, and OSU-OKC Staff Advisory Council to make 2 nominations)
      - 1 OSU Center for Health Sciences representative (OSU-CHS Faculty Senate to make 2 nominations, and OSU-CHS Staff Advisory Council to make 2 nominations)
      - 1 OSU-Tulsa representative (OSU-Tulsa Board of Trustees to make 3 nominations)
      - 1 OSU Athletic Department representative (to be appointed by the Board of Regents)
      - 1 Alumni (OSU Alumni Association to make 4 nominations)
      - 1 OSU Foundation President
      - 1 City of Stillwater representative (to be appointed by the Board of Regents)
      - 1 Representative from the Office of Legal Counsel will serve in an advisory capacity
- At-large representatives (to be nominated by the Succession Planning Committee)

### III. Search Committee

- A. will recommend for Board of Regents' approval\*\* a statement on Position Description and Qualifications for the President of Oklahoma State University (after seeking input from the various constituencies of the University.)
- B. will seek candidates through appropriate advertising and through solicitation of nominations.
- C. will forward three or four unranked names to the Board of Regents who are acceptable and best qualified to be considered for the Presidency of Oklahoma State University.

IV. The Chair of the Search Committee will have the authority to organize the work of the Search Committee as he/she deems necessary. This might include the appointment of appropriate subcommittees to facilitate the work of the Committee.

V. Board of Regents shall make the final selection from among candidates referred by the Search Committee or may decline to make any selection and request further recommendations from this Search Committee or reconvene a new Search Committee in accordance with this selection criteria.

**\* OSU is an Affirmative Action/Equal Opportunity/E-verify employer committed to diversity and all qualified applicants will receive consideration for employment and will not be discriminated against based on age, race, color, religion, sex, sexual orientation, genetic information, gender identity, national origin, disability or protected veteran status. OSU is a VEVRAA Federal Contractor and desires priority referrals of protected veterans for its openings.**

**\*\*When the scheduling of Regular meetings of the Board of Regents prohibits prompt action by the Board, the Board delegates its authority to the Chair of the Board of Regents.**



## **PERSONNEL ACTIONS**

October 23, 2020, Board Meeting

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

- **Charlie Jones**, employment as Senior Auditor at a salary of \$80,000  
(effective date to be determined, but not later than November 2, 2020)
- **Paige Mackey**, employment as Senior Auditor at a salary of \$69,500  
(effective November 2, 2020)

BOARD OF REGENTS FOR THE OKLAHOMA  
AGRICULTURAL AND MECHANICAL COLLEGES



Rick Davis 12/11/2020 10:44 CST

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

Rick Davis, Chair

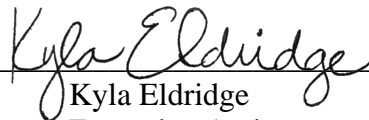
ATTEST:



Jason Ramsey 12/11/2020 14:15 CST

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

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges on December 4, 2020.



\_\_\_\_\_  
Kyla Eldridge  
Executive Assistant to the CEO