



MINUTES

of the

BOARD OF REGENTS FOR THE
OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

for the

January 21, 2022

Regular Board Meeting

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

January 21, 2022

I.	Items pertaining to the Board of Regents for the Oklahoma A&M Colleges, of interest to all the colleges	<u>Page</u>
	Approval of Order of Business	1
	Approval of minutes of Regular Board Meeting held December 3, 2021	1
	Announcement of next Regular Board Meeting to be held on February 25, 2022	2
	Attachments to this portion of the minutes	3-12
	Recognition of OSU Student Government Representative	115
	Report from Regents Steering Committee: Update on OPSU Presidential Search Process	116
	Approval of revisions to Board Policy 3.05, <i>Ethics</i>	116
	Revised Charter for the Office of Internal Audit	117
	Meeting adjournment	117
	Attachments to this portion of the minutes	118-124
	Attest page	125

II. Business with the Colleges

OKLAHOMA PANHANDLE STATE UNIVERSITY

Opening remarks by Interim President Ryan Blanton	13
Adoption of Memorial Resolutions for Dr. Serafin Ramon & Stan Martin	13
Adoption of Retirement Resolution for Jack Bryon Test	13
Approval of academic service fees effective Fall 2022	13
Approval of personnel actions	14
Ratification of interim approval to commission Andy Ramirez as Chief of Campus Police	14
Approval to enter into a Mutual Aid Agreement with the Town of Goodwell Police Department	14
Approval to enter into a Mutual Aid Agreement with the Texas County Sheriff's Office	14
Approval to solicit public bids and process a purchase order for a Building Management System to allow for remote control of campus building thermostats	15
Attachment to this portion of the minutes	16-36

NORTHEASTERN OKLAHOMA A&M COLLEGE

Opening remarks by President Kyle Stafford	37
Approval of academic service fees for 2022-2023 academic year	37
Approval of 2021 Academic Program Review Summaries	37
Approval to continue with on-call mechanical engineer (Cyntergy) and on-call construction manager at risk (Crossland Construction) for the design and construction of HVAC replacements	38
Approval to purchase additional fleet vehicles	38
Attachment to this portion of the minutes	39-46

II. Business with the Colleges (*continued*)

CONNORS STATE COLLEGE

Opening remarks by President Ron Ramming	47
Approval of Nursing Student Handbook	47
Approval of personnel actions	47
Approval of curricular changes including new degrees, program modifications, etc.	48
Approval of new programs	48
Approval to add NJCAA E-Sports program effective Fall 2022	49
Attachment to this portion of the minutes	50-56

LANGSTON UNIVERSITY

Opening remarks by President Kent Smith	57
Adoption of Memorial Resolution for Mr. Wah See Ho	57
Approval of personnel actions	57
Approval to modify the Bachelor of Arts in Psychology	57
Approval to submit letters of intent to offer new programs	58
Approval of peace officer actions	58
Approval to authorize Dove Schools – Tulsa to relocate its Dove Science Academy Tulsa PreK-8 campus	58
Approval to renew agreement with The Design Group	59
Ratification of interim approval to initiate installation of blue light emergency phone poles on the Langston Campus	59
Ratification of interim approval to engage in remediation efforts to address water intrusion damage	59
Approval to engage in remediation and restoration efforts to address water intrusion in Centennial Court Apartments	59
Approval to solicit competitive bids and award a purchase order to the selected vendor for providing emergency heat within academic buildings on the Langston campus	59
Approval to solicit public bids and award a purchase order to selected vendor for pest control services	59
Approval to procure annual subscription services for the Langston University libraries	59
Approval to solicit public bids for the purchase and installation of a boiler in the E.L. Holloway Building on the Langston Campus	59
Approval to process a purchase order to Belfor USA for additional costs related to the winter storm of February 2021	59
Approval to adopt revised Residential Life and Housing Services Community Standards Guide	60
Attachment to this portion of the minutes	61-106

OKLAHOMA STATE UNIVERSITY

Recognition of Dr. Pamela Fry	107
Adoption of Memorial Resolution for Robert Lee Swaim	107
Approval of Academic Service Fees for 2022-2023	107
Approval of personnel actions	108
Approval of curricular changes including new degrees, program modifications, etc.	108

II. Business with the Colleges (*continued*)

OKLAHOMA STATE UNIVERSITY (*continued*)

Approval of actions required to refund Master Lease Program bonds for savings (OSU-System)	108
Approval of actions required for the financing of potential capital projects	109
Approval of peace officer commission	109
Approval to enter into a lease agreement (OSU-CHS)	109
Approval to enter into contract with the City of Stillwater	110
Approval to lease office space from the Oklahoma State University Foundation	110
Approval to enter into a consultation agreement for the management of the National Center for Wellness and Recovery (OSU-CHS)	110
Request approval to select on-call consultants to provide architecture as-needed services to the University System and institutions governed by the Board	110
Request approval to select on-call consultants to provide landscape architecture as-needed services to the University System and institutions governed by the Board	111
Request approval to select on-call consultants to provide structural engineering as-needed services to the University System and institutions governed by the Board	111
Request approval to select a construction management firm to assist the University with the design and construction of a new Market Center	111
Request approval to continue with an on-call architectural firm for the design and construction of a human resources building	112
Request approval to select an on-call construction management firm for the design and construction of a human resources building	112
Request approval to select an architectural firm to assist the University with the design and construction of a new research center (OSU-CHS)	112
Request approval to select a construction management firm to assist the University with the design and construction of a new research center (OSU-CHS)	112
Approval of sole source & special request purchasing items	113
Approval of plant fund purchasing items	113
Attachment to this portion of the minutes	114

III. Public Comments 115

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF REGENTS
FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES
JANUARY 21, 2022**

Notice of this meeting was filed with the Oklahoma Secretary of State on November 11, 2021.

The Board of Regents for the Oklahoma Agricultural and Mechanical Colleges met in the Council Room, 412 Student Union at Oklahoma State University in Stillwater, Oklahoma, on January 21, 2022.

Board members in attendance: Dr. Trudy Milner, Chair; Mr. Jarold Callahan, Vice Chair; Mr. Calvin Anthony; Mr. Rick Davis; Mr. Joe Hall; Mr. Jimmy Harrel; Mr. Billy Taylor; and Mr. Rick Walker.

Absent: Mrs. Blayne Arthur.

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

After the Chief Executive Officer affirmed a quorum was present and that all documents had been filed, Chair Milner called the meeting to order at approximately 10:26 a.m.

I. BOARD OF REGENTS' BUSINESS

A. Approval of Order of Business

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

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

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

B. Approval of minutes of Regular Board Meeting held December 3, 2021

Regent Harrel moved and Regent Taylor seconded to approve the minutes of the December 3, 2021 Regular Board Meeting as presented.

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

C. Announcement of next Regular Board Meeting to be held on February 25, 2022

Chair Milner stated that the next meeting will be held on February 25, 2022, in the State Room, Hospitality Services Building at OSU-Institute of Technology in Okmulgee, Oklahoma.



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

January 21, 2022

Council Room
412 Student Union
Oklahoma State University
Stillwater, Oklahoma

Secretary of State meeting notice was filed on November 11, 2021.

BOARD BUSINESS:

1. Approval of Order of Business
2. Approval of Minutes for December 3, 2021 Regular Board Meeting
3. Announcement of next regular meeting:
Feb. 25, 2022 -- State Room, Hospitality Services Building
OSU-Institute of Technology
Okmulgee, Oklahoma

BUSINESS WITH COLLEGES AND UNIVERSITIES:

1. Oklahoma Panhandle State University
2. Northeastern Oklahoma A&M College
3. Connors State 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
5. Regents Steering Committee – OPSU Presidential Search

PUBLIC COMMENTS

None

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

January 21, 2022 – 10:00 a.m.

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

Notice of this meeting was filed with the Secretary of State on November 11, 2021. 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 for Regular Board Meeting held December 3, 2021
- C. Announcement of next Regular Board Meeting to be held on February 25, 2022 in the State Room, Hospitality Services Building, OSU-Institute of Technology, Okmulgee, Oklahoma

II. OKLAHOMA PANHANDLE STATE UNIVERSITY

- A. General Information/Reports Requiring No Action by the Board
 - 1. Remarks by Interim President Ryan Blanton
 - 2. Enrollment Report
 - 3. Panhandle Magazine
- B. Resolutions
 - 1. Request adoption of Memorial Resolutions for:
 - a. Dr. Serafin Ramon
 - b. Stan Martin
 - 2. Request adoption of Retirement Resolution for:
 - a. Jack Bryon Test
- C. Policy and Operational Procedures
 - 1. Request approval for academic service fees effective Fall 2022
- 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

None

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

None

G. Other Business and Financial Matters

1. Request ratification of interim approval to commission Andy Ramirez as Chief of Campus Police
2. Request approval to enter into a Mutual Aid Agreement with the Town of Goodwell Police Department
3. Request approval to enter into a Mutual Aid Agreement with the Texas County Sheriff's Office

H. Contractual Agreements (other than construction and renovation)

None

I. New Construction or Renovation of Facilities

None

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

1. Request approval to solicit public bids and process a purchase order for a Building Management System to allow for remote control of campus building thermostats

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. November and December 2021 Out of State Travel
2. 2nd Quarter FTE Report

III. NORTHEASTERN OKLAHOMA A&M COLLEGE

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

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

B. Resolutions

None

C. Policy and Operational Procedures

1. Request approval of academic service fees for 2022-2023 academic year

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

E. Instructional Programs

1. Request approval of 2021 Academic Program Review Summaries

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

None

G. Other Business and Financial Matters

None

H. Contractual Agreements (other than construction and renovation)

None

I. New Construction or Renovation of Facilities

1. Request approval to continue with On-Call Mechanical Engineer (Cyntergy) and On-Call Construction Manager at Risk (Crossland Construction) for the design and construction of HVAC replacements

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

1. Request approval to purchase additional fleet vehicles

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. Award notification from OSRHE for State Opioid Response Grant in the amount of \$26,000
2. OSRHE FTE Report for fiscal quarter ending December 31, 2021
3. Out-of-State Travel Summary for November and December 2021

IV. CONNORS STATE COLLEGE

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

1. Remarks by President Ron Ramming

- a. CSC Connection Publication
- b. Enrollment Report

B. Resolutions

None

C. Policy and Operational Procedures

- 1. Request approval of Nursing Student Handbook

D. Personnel Actions

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

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

E. Instructional Programs

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

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

None

G. Other Business and Financial Matters

None

H. Contractual Agreements (other than construction and renovation)

None

I. New Construction or Renovation of Facilities

None

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

None

K. Student Services/Activities

- 1. Request approval to add NJCAA E-Sports program effective Fall 2022

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

- 1. Out-of-State Travel Summary for November and December 2021
- 2. FTE Employee Report

V. LANGSTON UNIVERSITY

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

1. Remarks by President Kent Smith

B. Resolutions

1. Request adoption of Memorial Resolution for Mr. Wah See Ho

C. Policy and Operational Procedures

None

D. Personnel Actions

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

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

E. Instructional Programs

1. Request approval to modify the Bachelor of Arts in Psychology
2. Request approval to submit letters of intent to offer new programs

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

None

G. Other Business and Financial Matters

1. Request approval of peace officer actions
2. Request approval to authorize Dove Schools - Tulsa to relocate its Dove Science Academy Tulsa PreK-8 campus

H. Contractual Agreements (other than construction and renovation)

1. Request approval to renew agreement with The Design Group

I. New Construction or Renovation of Facilities

None

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

1. Request ratification of interim approval to initiate installation of blue light emergency phone poles on the Langston campus
2. Request ratification of interim approval to engage in remediation efforts to address water intrusion damage
3. Request approval to engage in remediation and restoration efforts to address water intrusion in Centennial Court Apartments

4. Request approval to solicit competitive bids and award a purchase order to the selected vendor for providing emergency heat within academic buildings on the Langston campus
5. Request approval to solicit public bids and award a purchase order to selected vendor for pest control services
6. Request approval to procure annual subscription services for the Langston University libraries
7. Request approval to solicit public bids for the purchase and installation of a boiler in the E.L. Holloway Building on the Langston Campus
8. Request approval to process a purchase order to Belfor USA for additional costs related to the winter storm of February 2021

K. Student Services/Activities

1. Request approval to adopt revised Residential Life and Housing Services Community Standards Guide

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

1. OSRHE FTE Employee Report for fiscal quarter ending December 2021

VI. OKLAHOMA STATE UNIVERSITY

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

1. Remarks by President Kayse Shrum

B. Resolutions

1. Request adoption of Memorial Resolution for Robert Lee Swaim

C. Policy and Operational Procedures

1. Request approval of Academic Service Fees for 2022-2023

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 items and personnel items for informational purposes

E. Instructional Programs

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

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

None

G. Other Business and Financial Matters

1. Request approval of peace officer commission
2. Request approval of actions required to refund Master Lease Program bonds for savings (OSU-System)
3. Request approval of actions required for the financing of potential capital projects
4. Request approval to enter into a lease agreement (OSU-CHS)

H. Contractual Agreements (other than construction and renovation)

1. Request approval to enter into contract with the City of Stillwater
2. Request approval to lease office space from the Oklahoma State University Foundation
3. Request approval to enter into consultation agreement for the Management of the National Center for Wellness and Recovery (OSU-CHS)

I. New Construction or Renovation of Facilities

1. Request approval to select on-call consultants to provide architecture as-needed services to the University System and institutions governed by the Board
2. Request approval to select on-call consultants to provide landscape architecture as-needed services to the University System and institutions governed by the Board
3. Request approval to select on-call consultants to provide structural engineering as-needed services to the University System and institutions governed by the Board
4. Request approval to select a construction management firm to assist the University with the design and construction of a new Market Center
5. Request approval to continue with an on-call architectural firm for the design and construction of a human resources building
6. Request approval to select an on-call construction management firm for the design and construction of a human resources building
7. Request approval to select an architectural firm to assist the University with the design and construction of a new research center (OSU-CHS)
8. Request approval to select a construction management firm to assist the University with the design and construction of a new research center (OSU-CHS)

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

1. Request approval of sole source & special request purchasing items
2. Request approval of plant fund purchasing items

K. Student Services/Activities

None

L. New Business Unforeseen at Time Agenda was Posted

M. Other Informational Matters Not Requiring Action of the Board

None

VII. PUBLIC COMMENTS

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

None

VIII. COMMITTEE REPORTS

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

A. Academic Affairs, Policy and Personnel Committee

(All business discussed by this Committee was presented during the business of Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, Connors State College, Langston University, and Oklahoma State University.)

B. Audit, Risk Management and Compliance Review Committee

None

C. Fiscal Affairs and Plant Facilities Committee

(All business discussed by this Committee was presented during the business of Northeastern Oklahoma A&M College and Oklahoma State University.)

D. Planning and Budgets Committee

None

E. Regents Steering Committee

1. Update on OPSU Presidential Search Process

IX. OTHER BOARD OF REGENTS' BUSINESS

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

None

B. Resolutions

None

C. Policy and Operational Procedures

1. Approval of revisions to Board Policy 3.05, *Ethics*

D. Personnel Actions

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

None

E. 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

1. Revised Charter for the Office of Internal Audit

H. Reports/Comments/Recommendations by General Counsel

I. Reports/Comments/Recommendations by Chief Audit Executive

J. New Business Unforeseen at Time Agenda was Posted

K. Other Informational Matters Not Requiring Action of the Board

None

L. Meeting adjournment

II. OKLAHOMA PANHANDLE STATE UNIVERSITY, GOODWELL, OKLAHOMA

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

Dr. Blanton reviewed the Spring 2022 Enrollment Report, noting enrollment is flat for OPSU. He noted the cover of *Panhandle* magazine features OPSU's executive leadership team along with the leadership of the OPSU Alumni Association. He said they've worked together for the past five years to get the Alumni Association where it should be. OPSU hired an Alumni Association Director, updated their alumni database, brought on new and more engaged board members, and did some targeted campaigns. In 2020 OPSU started its first Century Club, which is a capital campaign for specific projects on campus where alumni are asked to give donations of \$100 or more. Through these efforts OPSU has been able to get a new Sower statue, remodel the Hughes-Strong auditorium, and this year they are raising funds for the Milton England Activity Center where they host their bull test.

B-1 Adoption of Memorial Resolutions for:

- a. Dr. Serafin Ramon
- b. Stan Martin

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

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

B-2 Adoption of Retirement Resolution

- a. Jack Bryon Test

Regent Anthony moved and Regent Taylor seconded to approve Item B-2 as presented in the OPSU Agenda.

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

C-1 Approval of academic service fees effective Fall 2022

Regent Callahan said the Academic Affairs, Policy and Personnel (AAPP) Committee met with the OPSU administration regarding this Item and acted to recommend Board approval of the administration's request.

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

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

D-1 Approval of personnel actions

Dr. Blanton clarified that the amounts listed for Dr. Jared Bates and Valentina Allen are stipends in addition to their base pay. He noted Elizabeth McMurphy’s promotion to Vice President of Fiscal Affairs. She has done a tremendous job as the Associate Vice President of Fiscal Affairs since Benny Dain retired, and he believes she will continue to excel in her new role.

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

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

G-1 Ratification of interim approval to commission Andy Ramirez as Chief of Campus Police

<u>Commission</u>	<u>Commission No.</u>
Andy Ramirez, Chief of Police	805

G-2 Approval to enter into a Mutual Aid Agreement with the Town of Goodwell Police Department

G-3 Approval to enter into a Mutual Aid Agreement with the Texas County Sheriff’s Office

Dr. Blanton said OPSU has been trying to form its own police department since July 2021. Prior to that OPSU was contracted with the Goodwell Police Department for police services during which they went through four different police chiefs and officer availability was sporadic. It became an untenable situation, so it was decided the University would form its own police department. A lot of work went into forming this department. Mr. Ramirez was hired in September 2021 as the University’s Safety Coordinator with the intention of him becoming the Chief of Police. Dr. Blanton said Mr. Ramirez insisted on the campus gaining CLEET certification for the department. Dr. Blanton thanked the Board’s Office of Legal Counsel for their assistance with all the paperwork and helping them become CLEET certified.

Dr. Blanton said Items G-1 and G-2 are directly related to Item G-1. All three entities—OPSU, the Town of Goodwell Police, and Texas County Sheriff’s Office—share jurisdiction over the campus. These documents outline the appropriate response to any matter requiring the response of a law enforcement officer and mutual aid as needed.

Regent Anthony asked if the Town of Goodwell is comfortable with the University having its own police department. Dr. Blanton said the Vice Mayor voted not to renew the contract with OPSU in June 2021, knowing that the Town was not providing the services outlined in the contract. The Mayor and Vice Mayor have since resigned from the Town Council and that relationship has much improved with the new people in those roles.

Regent Davis moved and Regent Callahan seconded to approve Section G, Items 1-3 as presented in the OPSU Agenda.

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

J-1 Approval to solicit public bids and process a purchase order for a Building Management System to allow for remote control of campus building thermostats

Dr. Blanton said this is related to OPSU's building and controls system. The University uses JCI as their primary physical plant contractor. The Metasis system they currently use was installed in 1997, and JCI will no longer support that software or the controllers. Metasis is proprietary to JCI. The initial bid from JCI to replace the system was \$200,000, which was not ideal mid budget year. Ms. McMurphy reached out to Mr. Scott Schlotthauer, Chief Procurement Officer for the System, and they discussed that other colleges and universities in the System used different products and it was decided to look at the other available systems. The Building Management System allows them to remotely cool down a building ahead of an event and monitor temperatures in the buildings, and it also offers some diagnostic and preventative maintenance functions.

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

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

The business of Oklahoma Panhandle State University being concluded, Dr. Blanton and members of the administration were excused from the meeting.



OKLAHOMA PANHANDLE STATE UNIVERSITY

Goodwell, Oklahoma

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

January 21, 2022

Dear Board Members:

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

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

1. Remarks by Interim President Dr. Ryan Blanton
2. Enrollment Report (*Reference Document A-2*)
3. Panhandle Magazine

B – RESOLUTIONS

1. Board approval is requested for the following memorial resolutions.
(*Reference Document B-1*)
 - a. Dr. Serafin Ramon
 - b. Stan Martin
2. Board approval is requested for the following retirement resolution.
(*Reference Document B-2*)
 - a. Jack Bryon Test

C - POLICY AND OPERATIONAL PROCEDURES

1. Board approval is requested for the attached academic services fees. The proposed fees would be effective Fall 2022. (*Reference Document C-1*)

D - PERSONNEL ACTIONS

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

E - INSTRUCTIONAL PROGRAMS

None

F - BUDGETARY ACTIONS

None

G - OTHER BUSINESS AND FINANCIAL MATTERS

1. Board approval is requested to ratify an Interim Approval to commission Andy Ramirez as Chief of Campus Police for Oklahoma Panhandle State University. (*Reference Document G-1*)
2. Board approval is requested for Oklahoma Panhandle State University to enter into a Mutual Aid Agreement with the Town of Goodwell Police Department. The Final Agreement will be reviewed by Legal Counsel. (*Reference Document G-2*)

3. Board approval is requested for Oklahoma Panhandle State University to enter into a Mutual Aid Agreement with the Texas County Sheriff's Office. The Final Agreement will be reviewed by Legal Counsel (*Reference Document G-3*)

H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

None

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

None

J - PURCHASE REQUESTS

1. Board approval is requested to solicit public bids and process a purchase order for a Building Management System to allow for remote control of building thermostats for Oklahoma Panhandle State campus buildings. The funding for this expenditure will come from legally available funds. The Office of Central Procurement will assist in soliciting and reviewing all bids before acceptance.

K - STUDENT SERVICES/ACTIVITIES

None

L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED

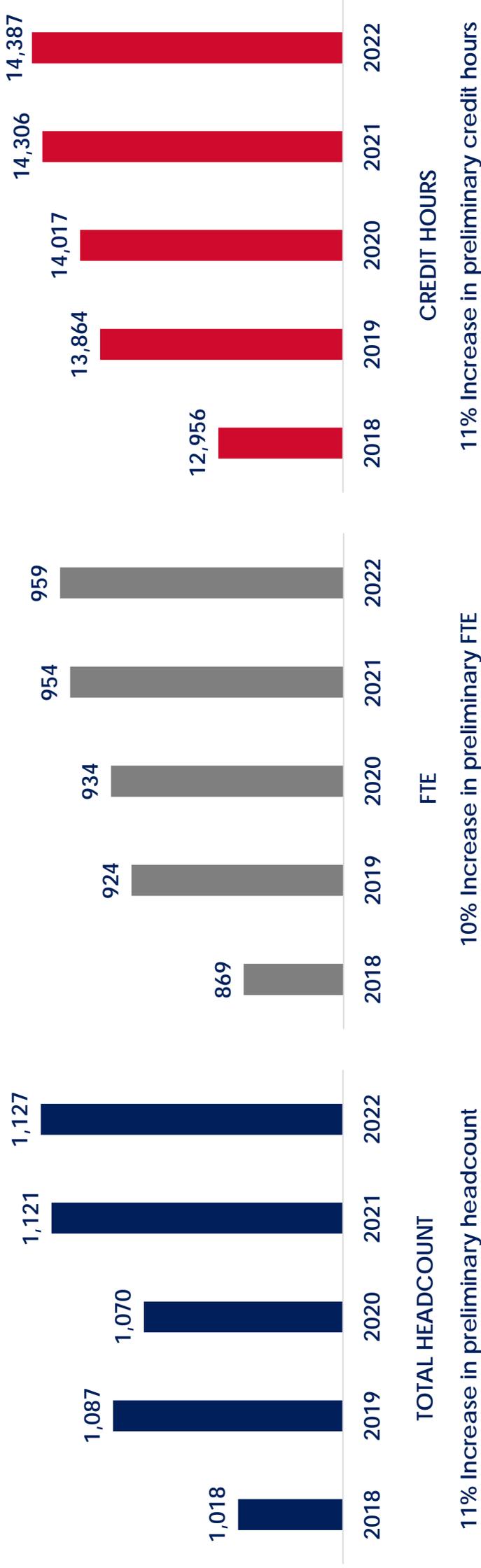
None

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. November and December 2021 Out of State Travel (*Reference Document M-1*)
2. 2nd Quarter FTE Report (*Reference Document M-2*)



Spring 2022 Preliminary Enrollment Report





MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Dr. Serafin Ramon, Dean of the School of Science, Mathematics, and Nursing, was claimed by death on December 4th, 2021.

WHEREAS, Dr. Serafin Ramon, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member and Dean of the School of Science, Mathematics, and Nursing of Oklahoma Panhandle State University from 1959 to the date of his retirement in 2001, and as a citizen worthy of commemoration and respect; and

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

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

THAT it takes this method to express its appreciation for 42 years of exemplary service rendered by Dr. Serafin Ramon to Oklahoma Panhandle State University, 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 Panhandle State University's faculty members.

BE IT RESOLVED, that a copy of this resolution be shared within the minutes of the Board and a copy sent to the family of Dr. Serafin Ramon.

Adopted by the Board the 21st day of January, 2022.

Dr. Ryan Blanton, Interim President

Dr. Trudy Milner, Chair



MEMORIAL RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Stan Martin, Oklahoma Panhandle State University Alumnus, was claimed by death on November 30th, 2021.

WHEREAS, Stan Martin, by his loyalty, attention to duty, and faithful performance rendered service as an alumnus to Oklahoma Panhandle State University from 1978 to the date of his death, and as a citizen worthy of commemoration and respect; and

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

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

THAT it takes this method to express its appreciation for the 43 years of exemplary service rendered by Stan Martin to Oklahoma Panhandle State University, 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 Panhandle State University's dedicated servants.

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

Adopted by the Board the 21st day of January, 2022.

Dr. Ryan Blanton, Interim President

Dr. Trudy Milner, Chair



RETIREMENT RESOLUTION

WHEREAS, it has been called to the attention of Oklahoma Panhandle State University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Jack Bryon Test, Assistant Professor of Art, after many years of service; has retired from Oklahoma Panhandle State University.

WHEREAS, Jack Bryon Test, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma Panhandle State University from 1995 to the date of his retirement in 2021, and as a citizen worthy of commemoration and respect; and

WHEREAS, Jack Bryon Test set a high standard of support for public higher education in the State of Oklahoma;

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 Jack Bryon Test to Oklahoma Panhandle State University, the State of Oklahoma and its citizens, and to express that the Board and every member thereof respectfully extend to Jack Bryon Test its deepest gratitude and respect.

BE IT RESOLVED, that a copy of this resolution be shared within the minutes of the Board and a copy sent to Jack Bryon Test.

Adopted by the Board the 21st day of January, 2022.

Dr. Ryan Blanton, Interim President

Dr. Trudy Milner, Chair



OKLAHOMA PANHANDLE STATE UNIVERSITY

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

Institution: Oklahoma Panhandle State University											
Name of Fee	Course Number(s)	Assessed	New Fee	Fee \$ Current	Fee \$ Proposed	Fee \$ Change	Fee % Change	New Revenue FY22	Total Revenue FY22	Date Fee Last Chgd	Describe basis for the use of revenue collected

New Classroom/Laboratory Supply and Material Fees											
College of Agriculture, Science, and Nursing											
Ag Ed Fee	AGED 3103	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
MBA Ag Fee	AG 5213	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
MBA Ag Fee	AG 5913	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
MBA Agronomy Fee	AGRN 5223	Per Credit Hour	Yes	\$0.00	\$20.00	\$20.00	100%	\$2,400	\$2,400	N/A	To cover costs for supplies and materials
MBA Agronomy Fee	AGRN 5343	Per Credit Hour	Yes	\$0.00	\$20.00	\$20.00	100%	\$2,400	\$2,400	N/A	To cover costs for supplies and materials
MBA Animal Science Fee	ANSI 5613	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
MBA Animal Science Fee	ANSI 5643	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials

New Classroom/Laboratory Supply and Material Fees											
College of Business and Technology											
Business & Technology Fee	ACCT 4623	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
Business & Technology Fee	BADM 4623	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$600	N/A	To cover costs for supplies and materials
Business & Technology Fee	CIS 2700	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$600	\$600	N/A	To cover costs for supplies and materials
Business & Technology Fee	CIS 3013	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
Business & Technology Fee	CIS 4073	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
Business & Technology Fee	CIS 4623	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials
Business & Technology Fee	MKTG 4313	Per Credit Hour	Yes	\$0.00	\$15.00	\$15.00	100%	\$1,800	\$1,800	N/A	To cover costs for supplies and materials

New Classroom/Laboratory Supply and Material Fees											
College of Arts and Education											
HPER Fee	HPE 2113	Per Credit Hour	Yes	\$0.00	\$20.00	\$20.00	100%	\$2,400	\$2,400	N/A	To cover costs for supplies and materials
HPER Fee	HPE 4311	Per Credit Hour	Yes	\$0.00	\$20.00	\$20.00	100%	\$800	\$800	N/A	To cover costs for supplies and materials
HPER Fee	HPE 4312	Per Credit Hour	Yes	\$0.00	\$20.00	\$20.00	100%	\$1,600	\$1,600	N/A	To cover costs for supplies and materials
HPER Fee	HPE 4313	Per Credit Hour	Yes	\$0.00	\$20.00	\$20.00	100%	\$2,400	\$2,400	N/A	To cover costs for supplies and materials



OKLAHOMA PANHANDLE STATE UNIVERSITY

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

Institution: Oklahoma Panhandle State University											
Name of Fee	Course Number(s)	Assessed	New Fee	Fee \$ Current	Fee \$ Proposed	Fee \$ Change	Fee % Change	New Revenue FY22	Total Revenue FY22	Date Fee Last Chgd	Describe basis for the use of revenue collected

Liberal Arts Fee	DIV 2143	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	DIV 2153	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	DIV 2243	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	ENGL 2513	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	ENGL 3573	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	ENGL 3583	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	ENGL 4003	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	HIST 2233	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	HIST 2243	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	HUM 2443	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	HUM 2453	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	HUM 2463	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials
Liberal Arts Fee	HUM 2473	Per Credit Hour	Yes	\$0.00	\$10.00	\$10.00	100%	\$1,200	\$1,200	N/A	To cover costs for supplies and materials

Change in Appointment

Morgan, Brooke	Director of Admissions	Change in Appointment	01/1/2022	\$45,000	12 months
Allen, Valentina	Interim Dean Student Services	Change in Appointment	1/1/2022	\$1,911.67	monthly
Bates, Dr. Jared	Associate Vice President of Academic Affairs	Change in Appointment	1/4/2022	\$18,000	12 months
McMurphy, Elizabeth	Vice President of Fiscal Affairs	Change in Appointment	2/1/2022	\$110,000	12 months

Retirement or Separation – For Information Only

Name	Title	Type	Effective Date
Test, Jack Bryon	Associate Professor Art	Retirement	12/31/2021
Glass, Amber	Dean Student Services	Separation	1/03/2022
Hart, Dakota	Head Cheer Coach	Separation	1/05/2022
Faltyn, Dr. Tim	President	Separation	1/31/2022

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

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

Oklahoma Panhandle State University

College/University from which Request for Interim Approval Originated

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

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

Interim approval is requested to commission Andy Ramirez as Chief of Police for the Oklahoma Panhandle State University Police Department.

Clint Pratt of the Office of Legal Counsel has reviewed the University's Council on Law Enforcement Education and Training documentation, policies, and procedures.

 (b) The matter quite possibly could pose a deterrent to the accomplishment of important institutional objectives without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

 (c) The matter has significant economic implications for institutional resources and/or properties without authorization to act immediately or reasonably soon; and/or it is believed imprudent to delay action until the next meeting of the Board of Regents. (Explain how the matter of business for which interim approval is requested is related to the immediately foregoing statement.)

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

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

Interim approval is requested to commission Andy Ramirez as Chief of Police for the Oklahoma Panhandle State University Police Department, effective immediately. The Goodwell Police Department and the Texas County Sherriff's office cannot meet the security needs of the campus, and students will be returning on the 10th of January.

Attached is a Notice of Approval to be Recognized as a Police Department for Oklahoma Panhandle State University from the State of Oklahoma Council on Law Enforcement Education and Training.

- 3. State the actual cost or best estimated cost required to complete the action for which interim approval is requested. \$0.00
- 4. Identify the fund or funds to be used in covering the cost stated above. 180110 OPSU Police Department Fund
- 5. If verbal approval was previously granted, indicate to whom approval was given, the date, and whether by telephone or in person. _____

6.

(Optional) Signature of Requesting Administrator



(Required) Signature of President

January 3, 2020

Date

Date

(FOR USE BY THE OFFICE OF THE CHIEF EXECUTIVE OFFICER)

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

REMARKS:

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

REMARKS



Jason Ramsey 01/03/2022 21:45 CST
Signature of the Chief Executive Officer or
his designated representative

Date

STATE OF OKLAHOMA
COUNCIL ON LAW ENFORCEMENT EDUCATION AND TRAINING

2401 Egypt Road • Ada, Oklahoma 74820-0669
 Telephone: (405) 239-5100 • Fax: (405) 239-5180
 www.ok.gov/cleet

Brandon Clabes, Executive Director

December 27, 2021

Dr. Julie Dinger
 Provost, Oklahoma Panhandle State University
 P.O. Box 430
 Goodwell, OK 73939

RE: Approval to be recognized as Police Department for Oklahoma Panhandle State University.

Dr. Julie Dinger,

Your application to establish a police department for Oklahoma Panhandle State University has been received and reviewed pursuant to 70 OS & 3311(B) (20). Your application, supporting documents, facilities and other assets and resources have been inspected and recommended for approval by Field Representative Curt Terry.

This letter will serve as proof of authorization to move forward with the creation or establishing of the Oklahoma Panhandle State University Police Department. Please read the following for your next steps:

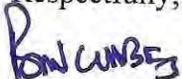
Agencies should email olet.assistance@dps.ok.gov and request the issuance of a Law Enforcement Originating Agency Identifier (ORI) from the Oklahoma Department of Public Safety (DPS) which serves as the FBI Criminal Justice Systems agency (CSA).

The Criminal Justice Systems Officer (CSO) will contact the FBI Criminal Justice Information Services (CJIS) Division and provide them documentation for the issuance of the ORI. The ORI will allow the new agency the ability to enter stolen property, missing persons, wanted persons into the National Crime Information Center (NCIC) and report crimes to the Oklahoma State Bureau of Investigations (OSBI) for reporting into the State Incident Based Reporting System (SIBRS) and transmit the same to the FBI Uniform Crime Reporting (UCR) section.

The ORI is critical to the new law enforcement agency in accessing a variety of other criminal justice applications that the new agency may find useful in the administration of criminal justice.

We wish you the very best. If you have any questions or need further guidance, please feel free to contact CLEET.

Respectfully,



Brandon Clabes
 Executive Director

MUTUAL AID/JURISDICTIONAL AGREEMENT

WHEREAS, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges owns, leases, and rents property within the Town limits of the Town of Goodwell, Oklahoma;

WHEREAS, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, acting for and on behalf of Oklahoma Panhandle State University, and the Town of Goodwell have duly established and authorized police departments for the purpose of providing protection for property and persons within each of its own jurisdictional areas; and

WHEREAS, 74 O.S. Section 360.15 et seq. authorizes agreements between the Board of Regents and the Municipalities for the purposes of delineating geographical boundaries and responsibilities between the two police departments, authorizing campus police departments to exercise authority and jurisdiction in areas falling within the designated jurisdiction of municipal police departments, and recognizing the need for mutual assistance on behalf of both parties.

NOW, THEREFORE, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, acting for and on behalf of Oklahoma Panhandle State University, hereinafter referred to as the "Board," and the Town of Goodwell, a Municipal Corporation, hereinafter referred to as the "Town," agree as follows:

1. The Oklahoma Panhandle State University Campus Police Department, hereinafter referred to as the "Campus Police Department," and its duly commissioned and certified police officers have the authority to enforce criminal statutes, municipal ordinances, and University rules and regulations on all property, including streets, highways, roads, alleys, easements, and other public ways or public areas, owned, leased, or rented by the Board and on all property, including streets, highways, alleys, roads, easements, and other public ways or areas, that is surrounded or primarily surrounded by Board owned, leased, or rented property.
2. The Campus Police Department and its duly commissioned and certified officers shall have the authority to enforce criminal statutes and municipal ordinances on all property, including streets, highways, roads, alleys, easements, and other public ways or public areas adjacent to Board owned, leased, or rented property and adjacent to property, including streets, highways, roads, alleys, easements, and other public ways and areas surrounded by Board owned, leased, or rented property.
3. The Campus Police Department and its duly commissioned and certified officers are further authorized to exercise their power and authority as peace officers within the police jurisdiction of Goodwell in the following situations:
 - a. When requested by any Goodwell Police Officer;
 - b. When necessary to complete any enforcement activities which began on Board property or property adjacent thereto;

- c. When reasonably related to the activities of the Campus Police Officers on Board property or the investigation of incidents occurring on Board property;
 - d. In any emergency situation or in a situation where prompt action is necessary to prevent or avoid personal injury or property damage or the escape of an offender who is reasonably believed to be fleeing from the scene of a crime or to be resisting arrest.
4. Authority as used in this Agreement means the authority and power vested by the Oklahoma Statutes in Peace Officers, except the service and execution of civil summons, including, but not limited to, making of arrests, issuing of citations, the conducting of criminal investigations, and traffic accident investigations.
5. The jurisdiction of the Campus Police Department in the situations as set forth in paragraphs (2) and (3) is concurrent with the jurisdiction of the Goodwell Police Department. As used therein, concurrent jurisdiction denotes the authority shared by the two police departments at the same time, over the same subject matter, and within the same territory.
6. The Campus Police Department will have the primary responsibility of law enforcement, patrolling, crime investigation, call response, traffic accident investigation, and traffic control on all property owned, leased, or rented by the Board and on all property that is surrounded or primarily surrounded by Board owned, leased, or rented property, except private property. The property as used herein includes highways, streets, roads, alleyways, easements, and other public ways and areas.
7. In all other areas within the police jurisdiction of the Town, including the areas wherein the Campus Police Department and the Goodwell Police Department have by this Agreement concurrent jurisdiction, the Goodwell Police Department will have the primary responsibility for law enforcement, patrolling, criminal investigations, call response, traffic accident investigation, and traffic control.
8. Each party shall be solely responsible for the acts of its own police officers, employees, and agents taken under this Agreement but not for the acts of the police officers, employees, or agents of the other party. It is expressly understood and agreed that nothing herein shall be construed as creating an employment or agency relationship between the Campus Police Department, its officers, employees, or agents and the Town, nor between the Goodwell Police Department, its officers, employees, or agents and the Board.
9. The parties to this Agreement understand that as time passes, situations change and property ownership and occupancy varies. The parties therefore agree that the Chiefs of Police of each respective department are authorized, by the use of joint memorandums, joint mutual aid agreements and maps, to delineate the responsibilities of each respective department and geographical boundaries thereof, in accordance with the terms of this Agreement.
10. This Agreement is of indefinite duration and may be terminated by either party upon written notice to the other party thirty (30) days in advance of the date of termination.

IN WITNESS WHEREOF, the parties have executed this Agreement on this ____ day of _____, 2022.

MUTUAL AID/JURISDICTIONAL AGREEMENT

WHEREAS, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges owns, leases, and rents property within the county limits of Texas County, Oklahoma;

WHEREAS, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, acting for and on behalf of Oklahoma Panhandle State University, and the Board of County Commissioners for Texas County, acting for and on behalf of the Texas County Sheriff's Office, have duly established and authorized law enforcement departments for the purpose of providing protection for property and persons within each of its own jurisdictional areas; and

WHEREAS, 74 O.S. Section 360.15 et seq. authorizes agreements between the Board of Regents and county sheriff's offices for the purposes of delineating geographical boundaries and responsibilities between the two law enforcement departments, authorizing campus police departments to exercise authority and jurisdiction in areas falling within the designated jurisdiction of county sheriff's offices, and recognizing the need for mutual assistance on behalf of both parties.

NOW, THEREFORE, the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges, acting for and on behalf of Oklahoma Panhandle State University hereinafter referred to as the "Board," and the Board of County Commissioners for Texas County, acting for and on behalf of the Texas County Sheriff's Office, hereinafter referred to as the "County," agree as follows:

1. The Oklahoma Panhandle State University Campus Police Department, hereinafter referred to as the "Campus Police Department," and its duly commissioned and certified police officers have the authority to enforce criminal statutes, municipal ordinances, and University rules and regulations on all property, including streets, highways, roads, alleys, easements, and other public ways or public areas, owned, leased, or rented by the Board and on all property, including streets, highways, alleys, roads, easements, and other public ways or areas, that is surrounded or primarily surrounded by Board owned, leased, or rented property.
2. The Campus Police Department and its duly commissioned and certified officers shall have the authority to enforce criminal statutes and municipal ordinances on all property, including streets, highways, roads, alleys, easements, and other public ways or public areas adjacent to Board owned, leased, or rented property and adjacent to property, including streets, highways, roads, alleys, easements, and other public ways and areas surrounded by Board owned, leased, or rented property.
3. The Campus Police Department and its duly commissioned and certified officers are further authorized to exercise their power and authority as peace officers within the law enforcement jurisdiction of the Texas County Sheriff's Office in the following situations:
 - a. When requested by any County Sheriff or Deputy Sheriff;

- b. When necessary to complete any enforcement activities which began on Board property or property adjacent thereto;
 - c. When reasonably related to the activities of the Campus Police Officers on Board property or the investigation of incidents occurring on Board property;
 - d. In any emergency situation or in a situation where prompt action is necessary to prevent or avoid personal injury or property damage or the escape of an offender who is reasonably believed to be fleeing from the scene of a crime or to be resisting arrest.
4. "Authority" as used in this Agreement means the authority and power vested by the Oklahoma Statutes in Peace Officers, except the service and execution of civil summons, including, but not limited to, making of arrests, issuing of citations, the conducting of criminal investigations, and traffic accident investigations.
5. The jurisdiction of the Campus Police Department in the situations as set forth in paragraphs (2) and (3) is concurrent with the jurisdiction of the Texas County Sheriff's Office. As used therein, concurrent jurisdiction denotes the authority shared by the two law enforcement departments at the same time, over the same subject matter, and within the same territory.
6. The Campus Police Department will have the primary responsibility of law enforcement, patrolling, crime investigation, call response, traffic accident investigation, and traffic control on all property owned, leased, or rented by the Board and on all property that is surrounded or primarily surrounded by Board owned, leased, or rented property, except private property. The property as used herein includes highways, streets, roads, alleyways, easements, and other public ways and areas.
7. In all other areas within the law enforcement jurisdiction of the Texas County Sheriff's Office, including the areas wherein the Campus Police Department and the Texas County Sheriff's Office have by this Agreement concurrent jurisdiction, the Texas County Sheriff's Office will have the primary responsibility for law enforcement, patrolling, criminal investigations, call response, traffic accident investigation, and traffic control.
8. Each party shall be solely responsible for the acts of its own law enforcement officers, employees, and agents taken under this Agreement but not for the acts of the law enforcement officers, employees, or agents of the other party. It is expressly understood and agreed that nothing herein shall be construed as creating an employment or agency relationship between the Campus Police Department, its officers, employees, or agents and the County, nor between the Texas County Sheriff's Office, its officers, employees, or agents and the Board.
9. The parties to this Agreement understand that as time passes, situations change and property ownership and occupancy varies. The parties therefore agree that the Campus Police Department's Chief of Police and the Texas County Sheriff are authorized, by the use of joint memorandums, joint mutual aid agreements and maps, to delineate the

responsibilities of each respective department and geographical boundaries thereof, in accordance with the terms of this Agreement.

10. The County agrees to accept prisoners from Campus Police Department Officers within the Texas County Jail Facility that are in compliance with the rules, regulations, policies, and procedures for acceptance of persons in custody for open state charges only. The Texas County Sheriff's Office reserves the right to refuse any prisoner due to perceived necessary medical treatment.
11. Campus Police Department Officers will abide by all the rules, regulations, policies, and procedures as set forth by the Texas County Sheriff's Office for admission of persons in custody into the Texas County Jail.
12. This Agreement is of indefinite duration and may be terminated by either party upon written notice to the other party thirty (30) days in advance of the date of termination.

IN WITNESS WHEREOF, the parties have executed this Agreement on this ____ day of _____, 2022.

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF Nov-21
MONTH

FUND SOURCE	FY22		FY21		FY22		FY21	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	3	\$ 1,344.28	0	\$ -	21	\$ 6,685.23	3	\$ 398.32
FEDERAL			0	\$ -			1	\$ 346.50
PRIVATE								
AUXILIARY	5	\$ 926.38	0	\$ -	16	8,319.68	1	\$ 68.75
OTHER								
TOTAL	8	\$ 2,270.66	0	\$ -	37	\$ 15,004.91	5	\$ 813.57

OKLAHOMA PANHANDLE STATE UNIVERSITY
INSTITUTION

SUMMARY OF OUT-OF-STATE TRAVEL AS OF

Dec-21
MONTH

FUND SOURCE	FY22		FY21		FY22		FY21	
	TRAVEL THIS MONTH		CORRESPONDING MONTH		TRAVEL THIS YEAR		CORRESPONDING YEAR	
	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED	NUMBER OF TRIPS	AMOUNT EXPENDED
REVOLVING								
ST APPRO	4	\$ 3,019.10	2	\$ 509.75	25	\$ 9,704.33	5	\$ 908.07
FEDERAL			0	\$ -			1	\$ 346.50
PRIVATE								
AUXILIARY	5	\$ 2,634.18	0	\$ -	21	10,953.86	1	\$ 68.75
OTHER								
TOTAL	9	\$ 5,653.28	2	\$ 509.75	46	\$ 20,658.19	7	\$ 1,323.32

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION
FTE Employee Report (1)

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

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

Subject: FTE Employee Report for Fiscal Quarter Ending 12/31/2021
Month Day Year

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

	Educational & General Budget Part I			Educational & General Budget Part II			Agency Accounts			Sub-Total			Total FTE
	Faculty	Other		Faculty	Other		Faculty	Other		Faculty	Other		
		Regular	Student		Regular	Student		Regular	Student		Regular	Student	
A. FTE Employees for Reported Fiscal Quarter	53	79	17	1	4	4	0	5	15	54	88	36	178
B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter (3)	27	72	11	1	6	2	0	6	7	28	84	20	132
C. Increase or Decrease in FTE Employees (Item A minus Item B)*	26	7	6	0	-2	2	0	-1	8	26	4	16	46
D. Comparable Quarter Last Year	51	74	16	1	2	1	0	3	13	52	79	30	161

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.
 - *Increase reflected in Line C, E&G Part I/Faculty is due to rehiring of adjunct faculty by employment agreement for the Fall 2021 semester.
 - *Increase reflected in Line C, E&G Part I/Other is due to hiring unfrozen position for the Fall 2021 semester.
 - *Decrease reflected in Line C, E&G Part II Other Regular is due to Grant Program vacancy.
 - *Decrease reflected in Line C, Agency Accounts Other Regular is due to vacancies in Student Services during Fall 2021 semester.
 - *Increase reflected in Line C, Agency Accounts Other Student is due to hiring additional student workers for Fall 2021 semester.

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

President Kyle Stafford came before the Board 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 student credit hours are down by 3.6 percent, or roughly 646 credit hours, for the spring semester. He said they hope to close that gap by next Friday. They predicted an enrollment decline in December, because last year all the athletic programs were moved from fall to spring, which made their retention rate higher than usual. He said even with the slight enrollment decline, NEO is in a great cash position. President Stafford then highlighted various stories of interest from the *NEO Update*.

C-1 Approval of academic service fees for 2022-2023 academic year

Regent Callahan said the AAPP Committee met with the NEO administration regarding the academic service fees and recommended approval of the administration's request.

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

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

E-1 Approval of 2021 Academic Program Review Summaries

Regent Callahan said the AAPP Committee met with the NEO administration regarding the academic service fees and recommended approval of the administration's request. He noted the programs included in the review summaries are Agriculture, Art & Design, Social Science, English, Natural Sciences, Nursing, Physical Education, and Business Administration. (The Academic Program Review Summaries are on file in the Board of Regents' Office as Doc. No. 1-1-21-22.)

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

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

President Stafford said Dr. Dustin Grover, Vice President for Academic Affairs, and the academic department chairs have done a lot of work this past year to complete these program reviews. Even though they have already done a lot of work, there is still a lot of work to be done. He said he appreciates Dr. Grover's leadership in this area.

I-1 Approval to continue with On-Call Mechanical Engineer (Cyntergy) and On-Call Construction Manager at Risk (Crossland Construction) for the design and construction of HVAC replacements

President Stafford said the Coronavirus Aid, Relief, and Economic Security (CARES) Act and reserve funding have been helpful for NEO to be able to complete projects such as this.

Regent Hall said the Fiscal Affairs and Plant Facilities (FAPF) Committee met with the NEO administration regarding this Item and recommended approval of the administration's suggestion. This project includes housing, which was not in the original plan. CARES Act funding will be used for this project.

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

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

J-1 Approval to purchase additional fleet vehicles

Regent Callahan asked if you could purchase five fleet vehicles for \$250,000. President Stafford said they have identified two large passenger busses from a tribal nation who tried to donate them to NEO, but they must go out to auction. There is a mechanic reviewing them today to determine whether one or two are worth purchasing. The last time vehicles such as this went to auction, they sold for \$15,000 each, which is substantially below their purchase price of \$700,000 in 2011.

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

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

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
January 21, 2022

Dear Board Members:

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

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

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

B – RESOLUTIONS- None

C - POLICY AND OPERATIONAL PROCEDURES-

1. Board authorization is requested for Academic Service Fees for 2022-2023 Academic Year. (Reference Document C-1).

D - PERSONNEL ACTIONS-

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

E - INSTRUCTIONAL PROGRAMS-

1. Board authorization is requested for the 2021 Academic Program Review Summaries for Agriculture, Art and Design, Social Science, English, Natural Sciences, Nursing, Physical Education, and Business Administration (Reference Document E-1).

F - BUDGETARY ACTIONS- None

G - OTHER BUSINESS AND FINANCIAL MATTERS- None

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

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES-

1. Board authorization is requested to continue with the On-Call Mechanical Engineer (Cyntergy) and On-Call Construction Manager at Risk (Crossland Construction) for the design and construction of HVAC replacements of Dedicated Outside Air Systems (DOAS) including cooling towers to several buildings on NEO Campus. Project not to exceed \$6 million and will be from legally available funds. (Reference Document I-1).

J - PURCHASE REQUESTS –

1. Board authorization is requested to purchase additional fleet vehicles- 2 large passenger buses, 1 small passenger bus and 2 passenger vans. Purchases not to exceed \$250,000 and will be from legally available funds.

K - STUDENT SERVICES/ACTIVITIES- None**L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED- None****M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD**

1. NEO has received award notification from Oklahoma State Regents for Higher Education for the State Opioid Response (SOR) grant in amount of \$26,000.
2. OSRHE FTE Report for fiscal quarter ending December 31, 2021. (Reference Document M-2).
3. Out-of-state travel summary for November and December 2021. (Reference Document M-3).

Name of Fee		Course Number(s)	Assessed	New Fee	Fee \$ Current	Fee \$ Proposed	Fee \$ Change	Fee % Change	New Revenue FY23	Total Revenue FY23	Date Fee Last Chgd	Date Approved by Board	Assessed (Mark all that Apply)			Student Comment	
													Lower	Upper	Grad.		Prof.
Institution: Northeastern Oklahoma A&M College																	
Special Instruction Fees																	
Facility/Equipment Utilization Fees																	
Testing-Clinical Service Fees																	
Classroom/Laboratory Supply and Material Fees																	
Go-React Pass-Through Fee		All Nursing Students	Annually	Yes	0.00	55.00	55.00	100%	6,600	6,600	N/A			X			
Lab Fee for Online Courses		BIOL 1111, 1114, 1404, 1604, 2101, 2114, 2121, 2534; CHEM 1144, 1215, 1225, 1315, 1515, 2344, 2345; ENVR 1114; GEOL 1114, 1224; PHYS 1014, 125, 1104, 1114, 1214; SOIL 2124; PHYS 1024	Per Course	No	15.00	0.00	-15.00	100%	0	0					X		
Lab Fee for Online Courses		HORT 1013	Per Course	No	20.00	0.00	-20.00	100%	0	0					X		
Other Special Fees																	

How was student comment solicited? (If Applicable)	Describe basis for the amount of the fee:	Describe basis for the use of revenue collected:	Consequences if fee is not approved:	Comments:
N/A	The fee is the amount that GoReact will charge per student. GoReact will enable class time to be maximized by having students record themselves performing lifesaving procedures which can then be reviewed, critiqued, and graded.	The revenue will be used to offset the cost of the software program.	NEO will not be able to provide the access to GoReact.	
Not Applicable	Lab component of class removed	Not Applicable	Overcharges	
Not Applicable	Lab component of class removed	Not Applicable	Overcharges	

D. PERSONNEL ACTIONS-

1. Personnel items not requiring action by the Board including resignations, terminations, suspensions, retirement, etc. are provided for informational purposes only (Reference Document D-1).

Name	Action	Effective Date	Salary/Rate
Corbey Christian	Employ Part Time Campus Police Officer	11/19/2021	\$23,296 Annually
David Moon	Employ Grounds	12/13/2021	\$22,880 Annually
Caden Lofland	Employ Temporary Farm Maintenance	12/14/2021	\$10,400 Annually
David Smith	Employ Administrative Assistant Student Support Services	12/15/2021	\$14,950 Annually
Angela Wilson	Employ Nursing Instructor	1/1/2022	\$44,667 Annually
John Desch	Employ Construction Management Instructor	1/1/2022	\$43,167 Annually
Patrick Neal	Employ Student Recruiter	1/4/2022	\$27,040 Annually
Ray Cooper	Employ Farm Maintenance	1/4/2022	\$23,920 Annually
Dominic Christison	Employ Online Development and Instructional Designer Coordinator	1/10/2022	\$51,000 Annually

I – New Construction or Renovation of Facilities -

1. Board authorization is requested to continue with the On-Call Mechanical Engineer (Cyntergy) and On-Call Construction Manager at Risk (Crossland Construction) for the design and construction of HVAC replacements of Dedicated Outside Air Systems (DOAS) including cooling towers to several buildings on NEO Campus.

DESCRIPTION:

NEO requests to continue with the On-Call Mechanical Engineer, (Cyntergy) and On-Call Construction Manager at Risk (Crossland Construction) for the design and construction of HVAC Dedicated Outside Air Systems (DOAS) Including Cooling Towers to several buildings on the NEO campus. Cyntergy and Crossland Construction was previously approved by Board, on March 2, 2018 for deferred maintenance project.

FUNDING:

The project is not expected to exceed \$6 million and will be from legally available funds.

JUSTIFICATION:

NEO HVAC DOAS Including Cooling Tower Replacement: The design, demolition, construction, and replacement of HVAC Dedicated Outside Air Systems (DOAS) including Cooling Towers will include all necessary fixtures, equipment, site development, and utilities.

It is requested to have Cyntergy and Crossland Construction continue for the duration of design and construction, allowing continuity of design and specific knowledge of the facilities. This project is coordinated by Terry DeCoster/VP Fiscal Affairs and Jeff Boman/Physical Plant Director.

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 12/31/2021

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	59	66	2	0	7	11	5	30	10	64	103	23	190
Prior QTR	43	61	0	0	5	2	8	31	3	51	97	5	153
INC (DEC)	16	5	2	0	2	9	-3	-1	7	13	6	18	37
Prior FY	61	62	1	0	5	11	8	24	11	69	91	23	183

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

3. Out-of-state travel summer for November and December 2021 are provided for informational purposes only:

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

Nov-21

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)	2	\$0.00	0	\$0.00	4	\$1,508.92	0	\$0.00
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	3	\$0.00	0	\$0.00	6	\$7,936.05	0	\$0.00
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total	5	\$0.00	0	\$0.00	10	\$9,444.97	0	\$0.00

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

Dec-21

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)	2	\$0.00	0	\$0.00	4	\$1,508.92	0	\$0.00
Federal (430)	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Private	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Auxiliary (701)	2	\$1,871.66	1	\$464.00	8	\$9,807.71	1	\$464.00
Other	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
Total	4	\$1,871.66	1	\$464.00	12	\$11,316.63	1	\$464.00

IV. CONNORS STATE COLLEGE, WARNER, OKLAHOMA

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

President Ramming said CSC's COVID infection numbers are lower this week than last, so the impact on campus is currently very low. President Ramming then highlighted various stories of interest from the *Connors Connection*. He said spring enrollment is down by 80 students or approximately 5 percent from last spring. That is 1,600 credit hours or 9.5 percent down. They are still analyzing where those hours are impacting most; he assumes it's likely the adult student population due to COVID and parents trying to navigate the pandemic with young children.

C-1 Approval of Nursing Student Handbook

President Ramming said it has been quite some time since the student handbook was updated and approved. The Nursing Department Director worked closely with the Office of Legal Counsel to update this document. (The Nursing Student Handbook is on file in the Board of Regents' Office as Doc. No. 2-1-21-22.)

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

Regent Callahan asked what the major changes to the handbook are. President Ramming said the major changes are updating the curriculum. There are some policy changes regarding student status in terms of attending clinicals. There is also some cleanup to clarify the policies.

Regent Anthony asked what the maximum enrollment is for the nursing program and whether it is at capacity. President Ramming said they currently have approximately 200 students in the program, and they could probably add more students if the College could hire more faculty. He said the nursing program director left CSC for a better opportunity elsewhere, and they were fortunate to hire Dr. Diana Mashburn as the Division Chair for Nursing and Allied Health. They were also able to hire two more nursing faculty.

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

D-1 Approval of personnel actions

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

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

President Ramming asked Dr. Makenna Garrison, Vice President of Academic Affairs, to present Section E.

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

Dr. Garrison said Item E-1 includes curricular changes to correspondence education, as well as distance delivery requests to the Higher Learning Commission (HLC). Program modifications include modifications to the Associate of Science in Agriculture and the Associate of Science in Mathematics. There are program deletions for the Associate of Science in Physical Science, electronic delivery for several programs including agriculture and various STEM programs, distance delivery, and internship courses for a business course. (The curricular changes are on file in the Board of Regents' Office as Doc. No. 3-1-21-22.)

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

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

E-2 Approval of new programs

Dr. Garrison said this Item was discussed with the AAPP Committee. She said these are certificate programs in agriculture, horticulture, specialized agriculture production, agriculture business management, small business management, personal health, and athletic coaching in secondary education. These are designed to be stackable credentials for students and are embedded in existing degree programs so there will be no additional costs. (The new programs are on file in the Board of Regents' Office as Doc. No. 4-1-21-22.)

Regent Callahan said the AAPP Committee met with the CSC administration to discuss this Item and recommended Board approval of the administration's request.

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

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

President Ramming said Dr. Garrison, the academic chairs and the faculty all worked really hard on these proposals and he appreciates all their hard work.

K-1 Approval to add NJCAA E-Sports program effective Fall 2022

President Ramming said this program will operate using Auxiliary 701 funding just as the other sports at CSC. The goal of this program is to attract a different brand of student to CSC with the hope of increasing enrollment. He believes the return of investment in this program will be positive and good for the institution long-term. He noted this Item was discussed with the AAPP Committee.

Regent Callahan said the AAPP Committee met with the CSC administration to discuss this Item and recommended Board approval of the administration's request. He noted that this program will require an initial capital investment of \$58,621 to purchase equipment, with a projected FY 2023 operating budget of \$34,312.

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

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

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



Connors State College

Warner, Oklahoma

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

January 21, 2022

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

1. Board approval is requested for the Nursing Student Handbook.

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 (Ref. Doc. D-1)

E - INSTRUCTIONAL PROGRAMS

1. Board approval is requested of curricular changes, program modifications, program deletion, electronic delivery, distance delivery and additional internship to programs. (Ref. Doc. E-1)
2. Board approval is requested for new programs, including the Certificate in Agriculture, the Certificate in Horticulture, the Certificate in Specialized Agriculture Production, the Certificate in Agriculture Business Management, the Certificate in Small Business Management, the

Certificate in Athletic Coaching in Secondary Education, and the Certificate in Personal Health.
(Ref. Doc. E-2)

F - BUDGETARY ACTIONS- None

G - OTHER BUSINESS AND FINANCIAL MATTERS- None

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

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

J - PURCHASE REQUESTS- None

K - STUDENT SERVICES/ACTIVITIES

1. Board approval is requested to add NJCAA- E-Sports program at CSC effective Fall 2022. The program will operate out of Auxiliary 701 Fund like the other sports at Connors. (Ref. Doc. K-1)

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

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. Out-of-State Travel summary for November and December 2021
2. FTE – Employee Report

Respectfully submitted,



Dr. Ronald S. Ramming
President



Personnel Actions

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

Name	Action	Effective Date	Salary/Rate
Mashburn, Diana	Director of Nursing and Allied Health	1/3/2022	\$75,000.00
Park, Darla	Nursing Instructor	1/3/2022	\$52,000.00
Bridges, Heather	Nursing Instructor	1/3/2022	\$46,250.00
Lane, Krystle	Exec Dir Foundation/Marketing Administrator	1/3/2022	\$60,080.00

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

Name	Title	Effective Date	Service Time
Watson, Sandra	Nursing Instructor/Division Chair Nursing	1/7/2022	4yrs

CONNORS STATE COLLEGE

The initial capital investment to purchase the equipment is \$58,621 from Auxiliary Reserve funds. Initial forecast indicates high probable enrollment of over 20 students for Fall with a target goal of 30 students. The projected FY23 budget is attached (Ref. Doc. K-1).

E-sports Budget Request – FY23

Salaries - E Sports Coach Stipend	\$8080
Fringe Benefits	\$3232
Annual NJCAA-E Dues	\$1500
Operating Expense (Supplies, Travel, Licenses)	\$3500
Scholarships (Tuition Waivers + Dorm Scholarships)	\$18,000
<hr/>	
Total FY23 E-sports Budget	\$34,312

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF NOVEMBER 30, 2021

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	\$ 1,914.19	0	\$ -	1	\$ 1,914.19
FEDERAL	0	\$ -	0	\$ -	2	\$ 2,442.04	0	\$ -
PRIVATE	0	\$ -	0	\$ -	0	\$ -	0	\$ -
AUXILIARY	0	\$ -	0	\$ -	0	\$ -	0	\$ -
OTHER	0	\$ -	0	\$ -	0	\$ -	0	\$ -
TOTAL	0	\$ -	1	\$ 1,914.19	2	\$ 2,442.04	1	\$ 1,914.19

SUMMARY OF OUT-OF-STATE TRAVEL FOR THE PERIOD OF DECEMBER 31, 2021

FUND SOURCE	TRAVEL THIS MONTH		CORRESPONDING MONTH LAST FISCAL YEAR		AMOUNT EXPENDED CURRENT		AMOUNT EXPENDED PRIOR	
	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	AMOUNT EXPENDED	NO. OF TRIPS	FISCAL YEAR	NO. OF TRIPS	FISCAL YEAR
ST. APPROP.	0	0.00	0	0.00	0	0.00	1	1,914.19
FEDERAL	0	0.00	0	0.00	2	2,442.04	0	0.00
PRIVATE	0	0.00	0	0.00	0	0.00	0	0.00
AUXILIARY	0	0.00	0	0.00	0	0.00	0	0.00
OTHER	0	0.00	0	0.00	0	0.00	0	0.00
TOTAL	0	\$ -	0	\$ -	2	\$ 2,442.04	1	\$ 1,914.19

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION
FTE Employee Report ¹

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

From: Connors State College Dr. Ron Ramming
Institution President

Subject: FTE Employee Report for the Fiscal Quarter Ending 12/31/2021
Mo. Day Yr.

The following information is provided pursuant to 74 O.S. 1981, Section 3602.²

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
81	69	4	3	6	1	4	11	20	88	86	25	199	
59	71	3	3	6	1	4	11	10	66	88	14	168	
22	-2	1	0	0	0	0	0	10	22	-2	11	31	
92	59	3	1	8	0	0	16	14	93	83	17	193	

5A. FTE Employees for Reported Fiscal Quarter ¹

B. FTE Employees for Fiscal Quarter Immediately Preceding Reported Quarter. ¹

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

D. Comparable Quarter Last Year

¹ File with 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 by 487.5 hours (162.5 hours per month multiplied by three months) the total payroll hours (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.

V. LANGSTON UNIVERSITY, LANGSTON, OKLAHOMA

President Kent Smith came before the Board 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 said LU's enrollment is down, but is in better shape than many other Historically Black Colleges & Universities (HBCU). LU is only down by 8 percent FTE, which is 13 students. As evidenced by other institutions even in the A&M System, enrollment declines are the current national trend. Yesterday was the drop/add deadline for the semester, but 11 prospective students emailed about enrolling just last night, so there is hope that enrollment may still increase a little.

President Smith said they've been in the process of building a new Allied Health facility on the LU-Tulsa campus. They are within weeks of occupancy of that building, so faculty can soon begin to transition their offices and classrooms to that building in anticipation of holding classes there by the fall semester.

B-1 Adoption of Memorial Resolution for Mr. Wah See Ho

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

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

D-1 Approval of personnel actions

President Smith said the action item listed is a change in title and salary for Dr. Arthur Goetsch. The Director of LU's goat research program, Dr. Tilahun Sahlu, retired after 35 years, so Dr. Goetsch is being promoted to be the new Director. President Smith said Dr. Goetsch has been with the University for over 20 years and is very capable to lead that program. Dr. Sahlu built LU's goat research program and he will be missed.

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

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

E-1 Approval to modify the Bachelor of Arts in Psychology

President Smith said this modification will reduce the number of credit hours from 124 to 120. This change also aligns with the American Psychological Association (APA) learning goals and

outcomes for undergraduate programs.

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

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

E-2 Approval to submit letters of intent to offer new programs

President Smith noted this Item was discussed with the AAPP Committee.

Regent Callahan said the Committee met with the LU administration to discuss this Item and recommended Board approval of the administration’s request. He noted the letters of intent are to offer the following programs: Bachelor of Science in Agribusiness Management and Allied Economics; Bachelor of Science in Animal Science and Management; Bachelor of Science in Plant Systems and Resource Sustainability; and a Master of Science in Sustainable Food and Agriculture Systems.

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

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

G-1 Approval of peace officer actions

<u>Decommission</u>	<u>Commission No.</u>
Jakotah John	790
Melissa James-Dirion	798

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

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

G-2 Approval to authorize Dove Schools – Tulsa to relocate its Dove Science Academy Tulsa PreK-8 campus

President Smith noted this Item was discussed with the AAPP Committee. He said this will be at no cost to the University.

Regent Callahan said the Committee met with the LU administration to discuss this Item and recommended Board approval of the administration's request. He said the size and location of the new building presents short and long-term growth opportunities.

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

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

H-1 Approval to renew agreement with The Design Group

President Smith said LU is working with The Design Group to update and revamp the University's website.

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

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

J-1 Ratification of interim approval to initiate installation of blue light emergency phone poles on the Langston Campus

J-2 Ratification of interim approval to engage in remediation efforts to address water intrusion damage

J-3 Approval to engage in remediation and restoration efforts to address water intrusion in Centennial Court Apartments

J-4 Approval to solicit competitive bids and award a purchase order to the selected vendor for providing emergency heat within academic buildings on the Langston campus

J-5 Approval to solicit public bids and award a purchase order to selected vendor for pest control services

J-6 Approval to procure annual subscription services for the Langston University libraries

J-7 Approval to solicit public bids for the purchase and installation of a boiler in the E.L. Holloway Building on the Langston Campus

J-8 Approval to process a purchase order to Belfor USA for additional costs related to the winter storm of February 2021

Regent Anthony asked for more detail on Item J-8. President Smith said pipes busted and caused flooding above the cadaver lab. The flooding damaged equipment and flooring that is very costly to replace.

Regent Taylor moved and Regent Davis seconded to approve Section J, Items 1-8 as presented in the LU Agenda.

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

K-1 Approval to adopt revised Residential Life and Housing Services Community Standards Guide

Regent Callahan said the AAPP Committee met with the LU administration to discuss this Item and recommended Board approval of the administration's request. He said this document has been reviewed by administration, staff, the Student Government Association, and resident assistant student staff. The Board of Regents' Office of Legal Counsel will also conduct a final review and make any necessary revisions. (The Residential Life and Housing Services Community Standards Guide is on file in the Board of Regents' Office as Doc. No. 5-1-21-22.)

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

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

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

January 21, 2022

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

Remarks by President Smith

B – RESOLUTIONS

Memorial Resolutions

1. Mr. Wah See Ho (*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. Approval is requested to modify the Bachelor of Arts in Psychology. The request has been vetted through the appropriate academic units and approved by the Langston University Academic Policies and Curriculum Committee. (*Reference Document E-1*)

2. Approval is requested to submit the letters of intent to offer the following programs:
 - a. Bachelor of Science in Agribusiness Management and Allied Economics
 - b. Bachelor of Science in Animal Science and Management
 - c. Bachelor of Science in Plant Systems and Resource Sustainability
 - d. Master of Science in Sustainable Food and Agriculture Systems

F - BUDGETARY ACTIONS

None

G - OTHER BUSINESS AND FINANCIAL MATTERS

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

2. Approval is requested to authorize Dove Schools – Tulsa to relocate its Dove Science Academy Tulsa PreK-8 campus. *(Reference Document G-2)*

H - CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Approval is requested to renew our agreement with The Design Group. *(Reference Document H-1)*

I - NEW CONSTRUCTION OR RENOVATION OF FACILITIES

None

J - PURCHASE REQUESTS

Board approval is requested for the following purchase items. All purchases will comply with Board of Regents for Oklahoma and Agricultural and Mechanical Colleges Policies and Procedures, as well as applicable state statutes.

1. Request for ratification of interim approval to initiate installation of blue light emergency phone poles on the Langston Campus. *(Reference Document J-1)*

2. Ratification of interim approval to engage in remediation efforts to address water intrusion damage. The estimated cost of this expenditure has increased and is reflected in the ratification request. *(Reference Document J-2)*

3. Approval is respectfully requested to engage in remediation and restoration efforts to address water intrusion in Centennial Court Apartments. *(Reference Document J-3)*

4. Approval is respectfully requested to solicit competitive bids and award a purchase order to the selected vendor for providing emergency heat within academic buildings on the Langston Campus. *(Reference Document J-4)*

5. Approval is respectfully requested to solicit public bids and award a purchase order to the selected vendor for pest control services on the campuses of Langston University. *(Reference Document J-5)*
6. Approval is respectfully requested to procure annual subscription services for the Langston University libraries. *(Reference Document J-6)*
7. Approval is respectfully requested to solicit public bids for the purchase and installation of a boiler within the School of Agriculture & Applied Sciences E. L. Holloway Building on the Langston Campus. *(Reference Document J-7)*
8. Approval is respectfully requested to process a purchase order to Belfor USA for additional costs related to the winter storm of February 2021. *(Reference Document J-8)*

K - STUDENT SERVICES/ACTIVITIES

1. Approval is respectfully requested to adopt the revised Residential Life and Housing Services Community Standards Guide, pending approval by the Office of Legal Counsel. This document has been fully benchmarked and vetted by administrative staff, student resident assistants, and members of the Langston University Student Government Association (SGA). *(Reference Document K.1.)*

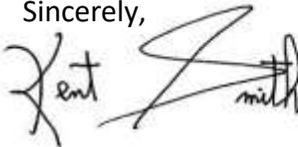
L - NEW BUSINESS UNFORESEEN AT TIME AGENDA WAS POSTED

None

M - OTHER INFORMATIONAL MATTERS NOT REQUIRING ACTION OF THE BOARD

1. OSRHE FTE Employee Report for Fiscal Quarter Ending December 2021 *(Reference Document M-1)*

All items listed above are respectfully submitted for your approval.

Sincerely,


KENT J. SMITH, JR.
PRESIDENT

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

RESOLUTION

WHEREAS, it has been called to the attention of Langston University and the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges that Mr. Wah See Ho was claimed by death on Saturday, November 13, 2021; and

WHEREAS, Mr. Ho, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Langston University for nearly 9 years, serving as Coordinator/Assessment and Student Advisement for the School of Education and Behavioral Sciences; and

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

Adopted by the Board the 21st day of January 2022.

Regent Trudy Milner, Chair

Jason Ramsey, Chief Executive Officer

D – PERSONNEL ACTIONS

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

D - PERSONNEL ACTIONS

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

Name	Action	Effective Date	Salary/Rate
Dr. Arthur Goetsch	Change of Title and Salary from Research Leader to Research Leader/Acting Director, American Institute for Goat Research	01/03/2022	\$102,493.00/annually

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

Name	Title	Type	Effective Date	Service Time
Dr. Tilahun Sahlu	Director, E. (Kika) de la Garza Institute for Goat Research	Retirement	12/31/2021	06/01/1986 to 12/31/2021
Karen Vick	Director of Finance, Research/Extension	Retirement	12/31/2021	01/18/2005 to 12/31/2021
Dr. Lynne Simpson	Associate Professor/Dean of Libraries	Resignation	1/04/2022	10/30/2018 to 01/04/2022
Dr. Leonard Newby	Assistant Professor/Acting Director Liberal Education	Resignation	01/07/2022	08/06/2018 to 01/07/2022

E – INSTRUCTIONAL PROGRAMS

1. Approval is requested for Langston University to modify the Bachelor of Arts in Psychology program. The request has been vetted through the appropriate academic units and approved by the Academic Policies and Curriculum Committee. The modification request with appropriate documentation will be submitted to the Oklahoma State Regents for Higher Education upon approval. Full details for the modification request are enclosed for reference.

Request for Program Modification

Oklahoma State Regents for Higher Education

Institution submitting request: **Langston University**

Contact person: Elizabeth Anne Albright

Title: Acting Chair/Assistant Professor, Dept. of Psychology

Phone number and email address: 405-747-0426 (Cell); elizabeth.albright@langston.edu

Current title of degree program (Level II): B. A. Psychology

Current title of degree program (Level III): Click here to enter text.

State Regent’s three-digit program code: 043

Degree Granting Academic Unit: School of Education & Behavioral Sciences

- With approved options in:
- A. Click here to enter text.
 - B. Click here to enter text.
 - C. Click here to enter text.
 - D. Click here to enter text.
 - E. Click here to enter text.

TYPE OF REQUEST: Check all appropriate types of changes and complete ONLY the appropriate page(s). *Excluding program deletions and suspensions, for modifications to be considered for State Regents’ approval, the program must be current in the 5-year program review cycle.* The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date of last review for the program 2004

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification
- (9) This modification affects a Cooperative Agreement Program

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____ **Date:** _____

Date of Governing Board Approval: Click here to enter a date.

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

Institution submitting request: **Langston University**

Program name and State Regents' three-digit program code to be modified:
043 Psychology

(7) PROGRAM REQUIREMENT CHANGES

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

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)

Total credit hours for the degree will **NOT** change.

Total credit hours for the degree **WILL** change from 124 to 120

Explain:

The Bachelor of Arts in Psychology seeks to reduce the total number of credit hours from 124 to 120 to remain competitive with other regional universities. The requested modifications update the direction of the program to address the needs of contemporary society, offer schedule/course flexibility and add relevant content which provides students with greater ability to pursue graduate/professional programs and behavioral and social sciences careers. The changes align with the American Psychological Association Learning Goals and Outcomes for Undergraduate Programs.

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

1. Reduce total credit hours from 124 to 120
2. Add new, relevant courses & delete a course that is rarely offered or requested
3. Modify requirements, revise course descriptions and pre-requisites
4. Modify suggested General Education electives for General Psychology majors to align with program objectives.

Number of new courses being added to course inventory: 6

List new courses being added to the course inventory: PY2323 Introduction to Psychological Statistics; PY3012 Career Exploration & Development; PY3323 Advanced Psychological Statistics; PY4233 Psychology of Leadership; PY4243 Developmental Psychology: Race, Gender & Culture; PY4241 Senior Capstone Seminar

Number of courses being deleted from course inventory: 2

List courses being deleted from the course inventory: PY3323 Psychological Statistics; PY4233 Industrial & Organizational Psychology

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

Reduces the number of total hours consistent with State Regent policy. This change can aid retention and graduation rates (persistence rates) and financial aid eligibility. Provides a major core: PY1113 Introduction to Psychology; PY2323 Introduction to Psychological Statistics; PY3012 Career Exploration &

Development; PY3313 Developmental Psychology; PY4103 Experimental Psychology; PY4241 Senior Capstone Seminar. Statistics is akin to a foreign language for many students, and can serve as a completion barrier. The division of the statistics course into introductory and advanced courses addresses this issue. Placing the introductory course at the sophomore level is in alignment with APA recommendations. The advanced course helps prepare students for graduate study. This plan reduces major requirements from 48 hours to 42 hours (six lower-division credit hours and minimum of 36 upper-division credit hours). Students select a minimum of 24 major credit hours (foundation courses providing breadth) based on student educational goals (interests) & sequential course offerings (availability). Students select a minimum of three credit hours from three advanced-level courses (providing depth). Foundation courses will require PY1113 as a pre-requisite; only five courses will require additional pre-requisites. This streamlines the program considerably and is consistent with best practices in the discipline.

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

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

[Click here to enter text.](#)

Will requested change impact an embedded certificate? No Yes

If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program.

[Click here to enter text.](#)

Will requested change affect a Cooperative Agreement? No Yes

(if yes, must complete a Cooperative Agreement Program Modification Form.)

For undergraduate degree programs only

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

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.
MT1413 Contemporary Math or higher; MT1513 College Algebra or higher
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.
These courses provide a solid foundation in the discipline and meet the needs of the student population
3. How does this mathematics course articulate with your partner institutions?
These courses are consistent with higher education institutions in the state.

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

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

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

Current Curriculum			Proposed Curriculum		
PREFIX AND COURSE #	COURSE TITLE	CR. HRS.	PREFIX AND COURSE #	COURSE TITLE	CR. HRS.
General Education Requirements			General Education Requirements		
Items in red to be removed.			Items in green to be added. Items in blue to be modified.		
PY1111	Personal and Social Development	1	PY1111	Personal and Social Development	1
EG1113	English Composition I	3	EG1113	English Composition I	3
EG1213	English Composition II	3	EG1213	English Composition II	3
EG2033	Advanced Composition	3	EG2033	Advanced Composition	3
CS1103	Introduction to Information Processing	3	CS1103	Introduction to Information Processing	3
HT1483 or HT1493	U. S. History (I or II)	3	HT1483 or HT1493	U. S. History (I or II)	3
PS1113	U. S. Government		PS1113	U. S. Government	
NB1114	Natural Science Biology	4	NB1114 or NB1113 & NB1101	Natural Science Biology	4
NP1113	Natural Science Physical	3	NP1113	Natural Science Physical	3
MT1413 or MT1513	Contemporary Math or College Algebra		MT1413	Contemporary Math (or higher level course)	3
MT2013 or MT2603	Elementary Statistics or Finite Math	3	MT2013 or	Elementary Statistics (or higher level course)	3
Recommended General Education			Recommended General Education		
SO1113	Introduction to Sociology	3	SO1113	Introduction to Sociology	3
SP2713	Introduction to Speech	3	SP2713	Introduction to Speech	3
FCS2123	Introduction to Nutrition	3	FCS2123	Introduction to Nutrition	3
HU2103	Survey of Western Humanities I	3	HU2103	Survey of Western Humanities I	3
PH2113	Philosophy of Contemporary Life	3	HY2003	Survey of Western Humanities II	3
SN1113 or FL1113	Spanish I or French I	3	SN1113	Spanish I	3
Additional Electives to reach 124 required hours			Additional Electives to reach 120 required hours		
Major Courses – 45 upper division hours required			Core Major Courses – Required		
PY1113	Introduction to Psychology	3	PY1113	Introduction to Psychology	3
PY3023	Cognitive Psychology	3	PY2323	Introduction to Psychological Statistics	3
PY3033	Adolescent Behavior and Development (Elective)	3	PY3013	Career Exploration and Development	3
PY3113	Psychology of Aging	3	PY3313	Developmental Psychology	3
PY3203	Personality		PY3323	Advanced Psychological Statistics	3
PY3213	Physiological Psychology	3	PY4103	Experimental Psychology Research Methods in Psychology	3
PY3223	Psychological Testing	3	PY4241	Senior Capstone Seminar	1
PY3313	Developmental Psychology	3	Guided Major I Courses – 21 hours required		
PY3323	Psychological Statistics	3	PY3023	Cognitive Psychology	3
PY4003	Seminar in Psychology	3	PY3033	Adolescent Behavior and Development	3
PY4013	Abnormal Psychology	3	PY3113	Psychology of Aging	3
PY4103	Experimental Psychology	3	PY3203	Personality	3
PY4113	History of Psychology	3	PY3213	Physiological Psychology	3

PY4123	Classic Studies in Psychology (Elective)	3	PY3223	Psychological Testing	3
PY4133	Social Psychology	3	PY4003	Seminar in Psychology	3 - 6
PY4213	Theories & Techniques of Counseling	3	PY4013	Abnormal Psychology	3
PY4223	Senior Practicum	3	PY4113	History of Psychology	3
PY4233	Industrial & Organizational Psychology (Elective)	3	PY4123	Classic Studies in Psychology	3
	Total Hours	124	PY4133	Social Psychology	3
			PY4213	Theories & Techniques of Counseling	3
			Guided Major II – 3 hours required		
			PY4233	Psychology of Leadership	3
			PY4243	Developmental Psychology: Race, Ethnicity, and Culture	3
			PY4223	Senior Practicum	3
				Total Hours	120

Attachment A: Summary of Added Courses

The Psychology Department is proposing to add six (6) new courses

Course Number and Title	Course Description
PY2323 Introduction to Psychological Statistics	An introduction to elementary statistical tools to analyze psychological research questions, including descriptive and inferential techniques, data analysis, and interpretation. Statistical knowledge and skills are relevant in all fields of psychology. Pre-requisites: 3 – 6 hours mathematics course(s); PY1113
PY3012 Career Exploration and Development	An overview of traits, interests, values, goals, skills and professional qualifications related to preparation for a career in behavioral sciences and related fields. Pre-requisite: PY1113
PY 3323 Advanced Psychological Statistics	This course emphasizes critical thinking skills and competencies necessary to understand, analyze and evaluate statistical methods used in contemporary psychological and social sciences research. Pre-requisite: PY1113; PY2323
PY4233 Psychology of Leadership	A multidisciplinary overview of contemporary leadership theories, conflict resolution, and social and psychological factors in decision-making. Includes an individual assessment component. A major unit of the course examines leadership in the Civil Rights Era and its influence in today's society. Pre-requisite: PY1113
PY4243 Developmental Psychology: Race, Ethnicity and Culture	A study of the effects of race, ethnicity and culture on the cognitive, physical and psychosocial development of children and adolescents, with emphasis on the African-American child and adolescent. Concepts from psychology, multicultural education, history and sociology are explored. Pre-requisites: PY1113; PY3313.
PY4241 Senior Capstone Seminar	(Designed for enrollment in the last 15 hours of coursework) The senior capstone seminar features an overview of scholarly work that encompasses the disciplines and areas of interest. At the end of the course, students complete a comprehensive assessment. Pre-requisites: Minimum of 105 credit hours.

Attachment B: Summary of Revised Courses

The Psychology Program is proposing to revise four (4) courses.

Course Number and Title	Course Description
PY1113 Introduction to Psychology.	This course is an introduction to the scientific study of human behavior. Topics include: major schools of thought, key concepts, principles and overarching themes, research methods, and applied uses of psychology.
PY4003 Seminar in Psychology	Variable topics in psychology. Repeatable, when different topics are available, for a total of six (6) credit hours, with three (3) credit hours available in any one semester. Pre-requisite: PY1113
PY4103 Research Methods in Psychology	The purpose of the course is to develop an understanding of the experimental method as it applies to psychology. The study of research techniques and experimental design will acquaint the student with a rich background in the field of psychology. Pre-requisite: PY1113, PY2323 [Title of course and pre-requisite change ONLY]
PY4223 Senior Practicum	There are two paths within the Senior Practicum: 1) Relevant service learning or field experiences under supervision in public and/or private agency settings; 2) Psychological research or special projects under faculty supervision. Repeatable for a total of six (6) credit hours, with only three (3) credit hours available per semester. Due to the nature of this course, written departmental approval is required during the regular semester prior to enrollment. Course requires a minimum of 120 clock hours. Pre-requisites: PY1113; Senior psychology majors with a minimum of 24 upper-division credit hours in Psychology.

Attachment C: Summary of Removed Courses

The Psychology Program is proposing to remove two (2) courses.

Course Number and Title	Course Description
PY3323 Psychological Statistics	Students are introduced to the techniques appropriate for the treatment of psychological and educational data. Included are frequency distributions, percentiles, measures of central tendency and variability, the t-test, analysis of variance, and some applications of sampling theory. Prerequisites: MT 2013 or 2603; PY1113, PY 3313
PY4233 Industrial/Organizational Psychology	Students are introduced to principles, methods, and issues in industrial and organizational settings. Personnel selection, placement, evaluation, and productivity are considered. The course also covers personnel training and development, motivation, professional ethics, human engineering, worker efficiency, and job satisfaction. Prerequisite: PY 4013 and Instructor's permission.

E – INSTRUCTIONAL PROGRAMS

1. Approval is requested to submit the letters of intent to offer the following programs. Each letter of intent is enclosed and will be submitted to the Oklahoma State Regents for Higher Education upon approval.
 - a. Bachelor of Science in Agribusiness Management and Allied Economics
 - b. Bachelor of Science in Animal Science and Management
 - c. Bachelor of Science in Plant Systems and Resource Sustainability
 - d. Master of Science in Sustainable Food and Agriculture Systems

Allison D. Garrett, Chancellor
Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

Letter of Intent: “Bachelor of Science (BS), Agribusiness Management and Allied Economics”

Dear Chancellor Garrett:

This letter of intent expresses strong interest for Langston University (LU) to introduce a new **Bachelor of Science (BS) degree programs in Agribusiness Management and Allied Economics** in the School of Agriculture and Applied Sciences (SAAS) at the Langston campus. This stand-alone BS degrees will replace the current BS in Agricultural Science with [Urban Agribusiness Option]. This will be offered using both traditional in-person and digital online formats.

This proposed full BS degree at LU will upgrade the academic program offering in the School of Agriculture and Applied Sciences. It will present us with the necessary opportunity to provide the next generation of food and agriculture practitioners and leaders with specific disciplinary training from production through consumption. In the current program structure, students are required to complete general courses from a variety of disciplines to satisfy the multidisciplinary nature of the program. While this is beneficial, it hinders our students’ ability to learn the specific analytical and technical skills required by the fast-growing food and fiber industry. Additionally, the change will fill a gap within Oklahoma’s higher education by offering the only program that offers a degree in agribusiness management and a connectivity with applied economics. Talented minority and underserved populations, as well as all other students, will receive knowledge, training, mentoring and broad student success pedagogy. In an age when the global food and agriculture systems have become complex and continue to grow rapidly, we will capture and train larger numbers of practitioners and leaders from all socioeconomic and demographic environments.

Langston University has a modern teaching and research facilities, diverse highly trained faculty members in Agribusiness Management, Economics and related disciplines. It will also continue to diligently modernize its capabilities and broad resource base. The market demand for graduates with BS degrees in Agribusiness Management and Allied Economics is high. For instance, the Bureau of Labor Statistics reported that the projected employment growth of economists, including agricultural economists, would increase by 14 percent between 2019 and 2029. This is further supported by a USDA study which projected that agribusiness and management would constitute approximately 42 percent of the annual job openings in agriculture. Additionally, with the elevated rate at which highly trained baby-boomer agricultural practitioners are expected to leave the food and agriculture labor market that demand will grow. Importantly, the number of highly trained underserved minorities in food and agriculture fields is also historically low. The introduction of

the Agribusiness Management/Allied Economics instead of an urban agribusiness concentration will, by far, better prepare students for the workforce of today and tomorrow.

The recently funded USDA 1890 Scholarship program that provides each 1890 Land Grant University (including LU) with \$750,000 to \$1,000,000 in Scholarship funding per year to endow Scholars who are majoring in food and agriculture programs, will go a far way to support underserved matriculants into these new degree programs. A significant concern for all of us at LU is that our Oklahoma students who potentially would apply for these scholarships will be steered away to attend out of state 1890 Land Grant Universities.

Langston University SAAS has undergone many changes since its inception in 1897, the implementation of the proposed full scale BS degrees will be impactful and highly consequential to stakeholders and communities in its long and storied history. It will boost the Land Grant mission of academics, research, cooperative extension and public service.

This important endeavor has been strongly endorsed by the LU-SAAS Alumni Association, Community Based Organizations throughout Oklahoma as well as several local and national groups. Thank you for your consideration.

Sincerely,

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

Allison D. Garrett, Chancellor
Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

Letter of Intent: “Bachelor of Science (BS), Animal Science and Management,”

Dear Chancellor Garrett:

This letter of intent expresses strong interest for Langston University (LU) to introduce a new ***Bachelor of Science (BS) degree programs in Animal Science and Management*** in the School of Agriculture and Applied Sciences (SAAS) at the Langston campus. This stand-alone BS degrees will replace the current BS in Agricultural Science with [Urban Animal Science Options]. This will be offered using both traditional in-person and digital online formats.

This proposed full BS degree at LU will have significant impact as it will help prepare a new generation of animal and STEM scientists and technicians in the School of Agriculture and Applied. Rather than offering a concentration with three to five animal science courses, the BS program will present us with the opportunity to introduce the full range of courses and training that are revolutionizing animal production, research, and management. Talented minority and underserved populations, as well as all other students, will participate in the training, mentoring and broad student success pedagogy. In an age when the global food and agriculture systems have become complex and continue to grow rapidly, we will capture and train larger numbers of practitioners and leaders from all socioeconomic and demographic environments.

Langston University is world renown leader in small ruminant research and extension. It possesses a state-of-the-art teaching and research facilities, diverse highly regarded faculty members and continues to diligently modernize its capabilities and broad resource base. The market demand for graduates with BS degrees in distinctive agriculture disciplines such as animal science and management is high. Furthermore, with the elevated rate at which highly trained baby-boomer agricultural practitioners are expected to leave the food and agriculture labor market that demand will grow. For instance, according to the Bureau of Labor Statistics, the animal scientist job market is projected to grow by 4.9 percent through 2026. Animal scientists with the best job prospects and most in demand must possess at least a bachelor’s degree in animal science and demonstrate modern technical skills, data analysis and critical thinking. Importantly, the number of qualified underserved minorities in animal science and management is also historically low. The introduction of this the full BS degree, instead of an Animal Science urban option will better prepare students for the workforce of today and tomorrow.

The recently funded USDA 1890 Scholarship program that provides each 1890 Land Grant University (including LU) with \$750,000 to \$1,000,000 in Scholarship funding per year to endow Scholars who are majoring in food and agriculture programs, will go a far way to support underserved matriculants into these new degree programs. A significant concern for all of us at LU is that our Oklahoma students who potentially would apply for these scholarships will be steered away to attend out of state 1890 Land Grant Universities.

Langston University SAAS has undergone many changes since its inception in 1897, the implementation of the proposed full BS degrees will be impactful and highly consequential to stakeholders and communities in its long and storied history. It will boost the Land Grant mission of academics, research, cooperative extension and public service.

This important endeavor has been strongly endorsed by the LU-SAAS Alumni Association, Community based Organizations throughout Oklahoma as well as several local and national groups. Thank you for your consideration.

Sincerely,

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

Allison D. Garrett, Chancellor
Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

Letter of Intent: “Bachelor of Science (BS), Plant Systems and Resource Sustainability”

Dear Chancellor Garrett:

This letter of intent expresses strong interest for Langston University (LU) to introduce a new ***Bachelor of Science (BS) degree programs in Plant Systems and Resource Sustainability*** in the School of Agriculture and Applied Sciences (SAAS) at the Langston campus. This stand-alone BS degrees will replace the current BS in Agricultural Science with [Plant and Soil Science and the Natural Resources Urban Options]. This will be offered using both traditional in-person and digital online formats.

This proposed full BS degree in Plant Systems and Resource Sustainability is particularly important to support a growing population that is increasingly gravitating toward plant-based consumption, the need to limit our reliance upon imports and the need to protect the environment. The program will help to prepare a new generation of plant and STEM practitioners in the School of Agriculture and Applied Sciences’ academic offerings by providing a more curated educational experience that is attractive to industry. Talented minority and underserved populations, as well as all other students, will receive knowledge, training, mentoring and broad student success support. Students who would normally opt for out-of-state institutions to receive this specialization will be encouraged to remain in Oklahoma to pursue the full degree program.

The current (under construction) \$4.5 million state-of-the-art horticultural research center at Langston University will go a far way to support this full degree program. Additionally, LU-SAAS possesses a modern teaching and research facilities, diverse highly regarded faculty members and continues to modernize its capabilities and broad resource base. The market demand for graduates with BS degrees in Plant Systems and Resource Sustainability is high. For instance, according to the Bureau of Labor Statistics, plant science jobs are expected to grow by 10% by 2030; 2 percentage points higher than the average job market growth. Additionally, professional, scientific, and technical plant science jobs is expected to grow by almost 13 percent. Furthermore, with the elevated rate at which highly trained baby-boomer agricultural practitioners are expected to leave the food and agriculture labor market that demand will grow. Importantly, the number of highly trained underserved minorities in food and agriculture fields is also historically low. The introduction of this full degree programs, instead of urban options will undoubtedly, better prepare students for the workforce of tomorrow.

The recently funded USDA 1890 Scholarship program that provides each 1890 Land Grant University (including LU) with \$750,000 to \$1,000,000 in Scholarship funding per year to endow Scholars who are majoring in food and agriculture programs, will go a far way to support underserved matriculants into these new degree programs. A significant concern for all of us at LU is that our Oklahoma students who potentially would apply for these scholarships will be steered away to attend out of state 1890 Land Grant Universities.

Langston University SAAS has undergone many changes since its inception in 1897, the implementation of the proposed full scale BS degrees will be impactful and highly consequential to stakeholders and communities in its long and storied history. It will boost the Land Grant mission of academics, research, cooperative extension and public service.

This important endeavor has been strongly endorsed by the LU-SAAS Alumni Association, Community based Organizations throughout Oklahoma as well as several local and national groups. Thank you for your consideration.

Sincerely,

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

Allison D. Garrett, Chancellor
Oklahoma State Regents for Higher Education
655 Research Parkway, Suite 200
Oklahoma City, OK 73104

Re: Letter of Intent- Master of Science (MS), Sustainable Food and Agriculture Systems

Dear Chancellor Garrett:

This letter of intent expresses strong interest for Langston University (LU) to introduce a new Master of Science (MS) degree program in Sustainable Food and Agriculture Systems in the School of Agriculture and Applied Sciences (LU-SAAS) at the Langston campus. The MS degree will consist of three options, **(a) Sustainable Agribusiness and Applied Economics; (b) Sustainable Livestock Systems; (c) Plant Systems and Resource Sustainability.** These will be offered using both traditional in-person and digital online formats.

The proposed MS degree at LU will fill a significant void in the School of Agriculture and Applied Sciences' academic offerings. It will present the University with the unique opportunity to provide the next generation of leaders with in-depth interdisciplinary training in Sustainable Agriculture from production through consumption. The program will cater to all qualified students and will indeed, be a fertile ground for advanced training of talented underserved populations. In an age when the global food and agriculture systems have become complex and continue to grow rapidly, the program will capture and train larger numbers of practitioners and leaders from all socioeconomic circumstances.

The market demand for graduates with advanced degrees in agriculture disciplines is high. Furthermore, with the elevated rate at which highly trained baby-boomer agricultural practitioners are expected to leave the labor market, that demand will grow. A new report, released by USDA's National Institute of Food and Agriculture (NIFA) and Purdue University, shows a strong job demand for new college graduates with degrees in agricultural programs. "U.S. college graduates can expect approximately 59,400 job opportunities annually between 2020 and 2025." This reflects a 2.6 percent growth from the previous five years. Employer demand will exceed the supply of available graduates with a bachelor's degree or higher in agriculture-related fields (NIFA, 2020).

Importantly, the number of highly trained underserved minorities with graduate degrees in agriculture is also historically low (Diversity Survey, 2019). To help fill this void, in 2020-2021, the USDA appropriated a new \$750,000 to \$1,000,000/year Scholarship program for minorities to major in Agriculture. When these students graduate with baccalaureate degrees, many will matriculate into the MS degree program and become employed in a wide range of agriculture and related industries.

Langston University SAAS has undergone many changes since its inception in 1897, the implementation of the proposed MS degree will be one of the most consequential in its long and storied history. It will boost the Land Grant mission of academics, research, cooperative extension and public service and fill the critical void of additional new work-ready minority college MS graduates in agriculture and related areas.

This important development at LU has been supported by the LU-SAAS Alumni Association, Community based Organizations throughout Oklahoma as well as several local and national groups. Questions related to this request can be directed to Dr. Ruth Jackson, Vice President, Academic Affairs, or Dr. Wesley Whittaker, Dean, School of Agriculture and Applied Sciences.

Sincerely,

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

G – OTHER BUSINESS AND FINANCIAL MATTERS

1. Peace officer commissions:

None

2. Revocation of peace officer commissions:

NAME	CAMPUS	COMM. NO.
Melissa Dirion-James	LU	
Jakotah John	LU	790

G – OTHER BUSINESS AND FINANCIAL MATTERS

1. Approval is requested for Langston University to authorize Dove Schools – Tulsa to relocate its Dove Science Academy Tulsa PreK-8 campus. The new location will be 4848 South 129th East Avenue, Tulsa, OK 74134. The current DSA-Tulsa campus at 280 S. Memorial Drive been the school site since 2000. The age and condition of the building facilities present operational and financial burdens. The annual lease payment in the current location is \$315,522. The new location will be leased for \$297,000 annually. Additionally, the size of the building and surrounding property present opportunities for growth in both the short term and long term.

There is no cost to Langston University. Langston University administrators have toured the site and met with school representatives to discuss this matter in detail. The lease agreement and related information have been reviewed by the Office of Legal Counsel and by Oklahoma State University Fiscal Integrated Services.



Dove Schools

For a brighter future

November 17, 2021

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

RE: Site Relocation

Dear Dr. Smith,

DOVE plans to relocate its Dove Science Academy Tulsa PreK-8 campus that is currently located at 280 S. Memorial Dr. Tulsa, OK 74112. The following table summarizes the proposed address change.

Campus Name	Grade Level	Current Address	New Address
Dove Science Academy Tulsa	PreK-8	280 S. Memorial Dr. Tulsa, OK 74112	4343 S 118th E Ave, Tulsa, OK 74146

The reasons for our desired relocation are outlined on the following pages.

We kindly seek Langston University's approval for the proposed addressed changes. Please do not hesitate to contact me if you need further information.

Sincerely,

Abidin Erez
Superintendent, Dove Schools



Dove Schools

For a brighter future

FACILITY ISSUES

The current DSA-Tulsa campus at 280 S. Memorial Drive has served us since 2000.

Unfortunately, the age and condition of the building facilities continually and increasingly present operational and financial burdens.

- **HVAC**—The heating and air units are kept in working order only through repeated repairs and replacement. The refrigerant they use is no longer in production. Once the existing supply is exhausted, vendors have informed us the units will have to be replaced. During the pandemic, we faced additional challenges with the HVAC system since the majority of the units do not allow the use of HEPA or MERV filters due to their age.
- **ROOF**—The roof leaks in many places in varying severity. Due to the roof condition and layout and slope of the buildings—especially where they join together—water is entering the building and traveling along duct work and plumbing to collect and pool in areas that are often far from the original breach. This makes it very difficult to identify and repair the problem source. Five years ago, we contracted a roofing company to completely resurface the roof, but the problems have returned.
- **PLUMBING**—The plumbing has become an ongoing burden and extra expense to keep the restrooms and kitchen operational, hygienic, and safe for our students and staff. We have installed multiple grinder pumps to break down waste to manageable levels for the existing plumbing lines. While this solution has been effective so far, our plumbing and sewage vendors have emphasized it is a temporary solution.
- **SEWER LINES**—The sewer lines that connect the building to the city sewer system are collapsing. We have worked with vendors and the City of Tulsa, but the problem appears to be under our west parking lot/playground. Permanent repair would involve digging up the asphalt and installing new lines from our building to the city system.
- **ELECTRICAL SYSTEM**—We work closely with multiple electrician vendors to address the increased electrical needs of the building due to the increase of technology throughout the building. This means upgrading the panel and wiring, but also adding extra outlets.

Address: 9212 N. Kelley Ave Ste 100 Oklahoma City, OK, 73118

Phone: 405-605-0201 **Fax:** (405) 604-2760



Dove Schools

For a brighter future

CONVENIENCE FOR PARENTS

Many of our parents at the Memorial location also have children who attend our high school. These parents have shared their difficulties dealing with the transportation demands of dropping off at one location and then getting to the other location in time for the 2nd drop off. The new proposed location is only 1.5 miles east of the high school location on the same street, and it is only 6.5 miles away from the current Memorial campus so it will not create a new burden for our parents who do not *yet* have students at the high school.

GROWTH OPPORTUNITY

ATHLETICS—None of the three current Tulsa campuses have the athletic facilities our stakeholders want and deserve. We have found creative ways to add practice facilities, and we have partnered with local churches and organizations to use/rent their athletic facilities so our students can still compete with other schools, but their availability is very limited. The new proposed location is on a 15 acre lot which provides ample space for future athletics facilities.

ENROLLMENT GROWTH—Another exciting opportunity the new location would provide is for adding students and eventually adding our high school campus to the same location. The building is 116,799 sqft two-story facility which is bigger than all three of our current campuses combined. The size of the building and surrounding property present opportunities for growth in both the short term and long term.

LEASE AGREEMENT

This LEASE AGREEMENT (this "Lease") is made and entered into as of the _____ day of _____ 2021 (the "Effective Date"), by and between DOVE CHARTER PUBLIC SCHOOL FOUNDATION, an Oklahoma not-for-profit corporation, having a notice address of 1955 W 33rd Street Suite 110, Edmond, Oklahoma 73013 ("Landlord"), and DOVE SCHOOLS INC., an Oklahoma not-for-profit corporation, having a notice address of 9212 North Kelley Ave. Suite 100, Oklahoma City, Oklahoma 73131 ("Tenant")

WHEREAS, Landlord owns the lease of certain buildings and related real property located in Tulsa, Tulsa County, Oklahoma (the "Leased Premises"), as more generally described as follows by current uses and street addresses:

**Dove Science Academy Tulsa
4343 S 118th E Ave Tulsa, OK 74146**

WHEREAS, Tenant engages in the operation of charter schools approved by Langston University, and is in need of facilities to be used for educational and school athletics purposes; and

WHEREAS, Landlord has agreed to lease the Leased Premises to Tenant in accordance with the terms, conditions and provisions of this Lease.

NOW, THEREFORE, in consideration of the premises, the mutual covenants herein contained, and other fair and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

1. Lease. Landlord hereby leases and rents to Tenant and Tenant hereby leases and rents from Landlord the Leased Premises.
2. Term. This Lease shall be for a term commencing on the Effective Date and continuing through and including June 30th, 2027 at 12:00 A.M., to automatically renew on a year-to-year basis, commencing July 1st, 2022 until June 30th, 2027 (the "Lease Term"), unless not less than fifteen (15) days prior to the end of a fiscal year, Tenant gives notice to Landlord of non-renewal and the termination of this Lease.
3. Rent. The amount of Base Rental payable by Tenant to Landlord in accordance with the terms and conditions of the Lease, as amended hereby, for the Premises commencing on the Expansion Premises Effective Date and continuing through the Extended Expiration Date shall be in accordance with the following schedule:

PERIOD	SPACE (sqf)	RATE (\$/sqf/year)	ANNUAL RENT (\$)
07/01/22 -06/30/23	33,000	\$ 9.00	\$ 297,000.00
07/01/23-06/30/24	33,000	\$ 9.00	\$ 297,000.00
07/01/24-06/30/25	33,000	\$ 9.00	\$ 297,000.00
07/01/25-06/30/26	33,000	\$ 9.00	\$ 297,000.00
07/01/26-06/30/27	33,000	\$ 9.00	\$ 297,000.00

Each monthly installment of Rent shall be due and payable in advance on the first (1st) day of each calendar month during the Lease Term beginning July 1st, 2022. Any Rent which is not received by Landlord within ten (10) days after such Rent is due and payable shall be subject to a late charge of five percent (5%) of such amount.

4. Use of Premises. Tenant may use the Leased Premises for charter school educational and school athletic purposes and for all reasonably related and ancillary purposes as well.
5. Alterations by Tenant: Leasehold Improvements. Tenant may make such structural alterations, decorations, additions, or improvements to the Leased Premises as Landlord may approve in writing. All alterations or additions to the Leased Premises, other than trade fixtures and moveable equipment, whether paid for by Landlord or Tenant, including lighting fixtures, window coverings and floor coverings, shall be deemed a part of the Leased Premises (collectively, the "Leasehold Improvements") and shall become property of the Landlord upon installation and shall not be removed by Tenant upon termination of this Lease.
6. Triple Net. Tenant shall be responsible for all taxes levied or assessed against the Leased Premises, maintenance and repair of the exterior and interior of Leased Premises including mechanical systems, plumbing and electrical, and the cost of all utilities serving the Leased Premises.
7. Assignment and Subletting. Tenant may not sublet or assign this Lease without the consent of Landlord, which shall not be unreasonably withheld, conditioned or delayed.
8. Insurance and Risks. At all times during the Lease Term, Tenant shall maintain in full force and effect (a) comprehensive general liability insurance policy with respect to Tenant's occupancy and use of the Leased Premises, (b) extended coverage insurance for Tenant's personal property, equipment, fixtures, supplies and furniture located in the Leased Premises, (c) fire and extended coverage insurance on the Building and all Leasehold Improvements, and (d) commercial general public liability and property damage insurance, all in such amounts as Landlord deems necessary. Tenant shall list Landlord and any mortgagee of Landlord as an additional insured on all of the foregoing policies. Tenant shall provide Landlord with a binder or certificate of insurance which shows that Tenant has obtained the appropriate insurance, that Tenant has paid the premiums, and that the carrier cannot cancel or make a material change to the insurance without at least fifteen (15) days' prior written notice from the carrier to Landlord and any mortgagee of Landlord.
9. Indemnification. Tenant will at all times protect, save harmless and indemnify Landlord and its members, agents and employees against all causes of action, claims, demands, suits, judgments and liabilities of every kind and character which may arise, be imposed, or be incurred as a consequence of or arising out of any act, default, negligence or omission, willful or otherwise, on the part of Tenant, its agent, employees or invitees, or arising out of the conduct by Tenant of its business upon the Leased Premises.
10. Waiver of Subrogation. Notwithstanding anything to the contrary herein contained, the parties hereto expressly waive any right of recovery against each other that either may have by virtue of any loss or damage to the Leased Premises caused by fire,

windstorm, or other risks of the type covered by a standard fire insurance policy, with extended coverage endorsement. Landlord and Tenant agree to use their best efforts to obtain a waiver of subrogation endorsement to their respective hazard insurance policies.

11. Loss or Damage to Leased Premises.

11.1. Total Destruction. If the Leased Premises are damaged by casualty, and in the opinion of the Landlord, the Leased Premises cannot be economically repaired, this Lease shall terminate (as of the date of such destruction or damage) and all obligations of Landlord and Tenant shall terminate upon Landlord giving written notice thereof to Tenant within thirty (30) days after such occurrence.

11.2. Partial Destruction. If the Leased Premises are damaged by casualty, and in the opinion of the Landlord, the Leased Premises can be economically repaired, and proceeds of insurance available to Landlord are sufficient to effect such repair, Landlord shall, with reasonable diligence and with allowance for insurance adjustments, strikes, shortage of materials and labor, repair the damage. If, during the period of repair, the Leased Premises are rendered untenable, Rent shall abate for such period. If the Leased Premises can be partially used during such period, there shall be an equitable apportionment of the Rent based on the portion of the Leased Premises rendered untenable, until the damage has been repaired.

12. Condemnation.

12.1. Partial Taking. If there shall be taken or condemned or purchased in lieu thereof by any competent authority for any public or quasi-public use or purpose less than twenty-five percent (25%) of the Leased Premises (and the balance of the Leased Premises can be suitably used by Tenant), this Lease shall terminate only as to that portion thereof so condemned on the date Tenant is required to yield possession thereof. Rent payable hereunder for the remainder of the Lease Term shall be the product of the Rent otherwise payable and a fraction, the numerator of which is the area expressed in square feet of the portion of the Leased Premises not so taken, and the denominator of which is the area expressed in square feet of the Leased Premises.

12.2. Substantial Taking. If there shall be taken or condemned or purchased in lieu thereof by any competent authority for any public or quasi-public use or purpose over twenty-five percent (25%) of the Leased Premises (and the balance of the Leased Premises cannot be suitably used by Tenant), then either Tenant or Landlord shall have the option to terminate this Lease as of the date on which Landlord or Tenant, as the case may be, is required to yield possession of the portion so taken. Such option shall be exercised by giving written notice within twenty (20) days after receipt of notice of such condemnation proceedings.

12.3. Awards. Any award or proceeds resulting from the condemnation or sale in lieu thereof of the whole or any part of the Building or the Leased Premises shall belong solely to Landlord, except for any awards allowed for Tenant's personal

property and relocation costs.

13. Mechanic's and Materialmen's Liens. If any mechanic's or materialmen's liens shall at any time be filed against the Leased Premises, or any part thereof by reason of any work, labor, services, materials or equipment furnished to or for Tenant, within thirty (30) days after notice of the filing thereof Tenant shall cause the same to be discharged of record.

14. Default.

14.1 Events of Default. An "Event of Default" will be deemed to have occurred under this Lease when Debtor shall be in default hereunder. If Tenant fails to cure any Event of Default to the satisfaction of Landlord within the applicable cure period, if any, Landlord shall have the right to terminate this Lease, accelerate the amounts remaining to be paid under this Lease, re-enter and take possession of the Leased Premises, remove any and all persons and property on the Leased Premises and exercise any other remedies under applicable law. Landlord shall be under no obligation to Tenant to mitigate its damages by re-letting the Leased Premises during the unexpired term of this Lease.

1.

14.2 Default by Landlord. If Landlord causes an Event of Default to occur, Tenant shall give Landlord written notice in accordance with the notice provisions contained in this Lease. Landlord shall have thirty (30) days after Landlord's receipt of that notice to cure the Event of Default; provided, however, that if Landlord has been unable to cure such Event of Default within such thirty (30) day period but is diligently attempting to cure such Event of Default at the expiration of such period, the period within which Landlord may cure such Event of Default shall be reasonably extended. If Landlord fails to cure the Event of Default within such applicable cure period to Tenant's satisfaction, Tenant shall have the right to terminate this Agreement, and to exercise any other remedies under applicable law.

15. Subordination. Tenant agrees that this Lease shall, at the request of Landlord, be subordinate to any mortgages that are now, or hereafter placed upon the Leased Premises and to any and all advances to be made thereunder, and to the interest thereon, and all renewals, replacements and extensions thereof, provided that the mortgagees named in said mortgages shall agree to recognize the interest of Tenant under this Lease in the event of foreclosure, if Tenant is not then in default. Tenant agrees that upon the request of Landlord, or any mortgagee, Tenant shall execute whatever instruments may be required to carry out the intent of this paragraph.

16. Attornment. If any person or entity shall succeed to all or part of Landlord's interest in the Leased Premises, whether by purchase, foreclosure, deed in lieu of foreclosure, or otherwise, and, if so requested or required by such successor-in-interest, Tenant shall attorn to such successor-in-interest and shall execute such agreement and confirmation of such attornment as such successor-in-interest shall reasonably request.

17. Estoppel Certificate by Tenant. Tenant agrees that from time to time, upon not

less than ten (10) days' prior request by Landlord, Tenant will deliver to Landlord a statement in writing certifying reasonable information requested by Landlord concerning this Lease and the Leased Premises.

18. Leases. This Lease is an Agreements between Dove Charter Public School Foundation as Landlord/Lessor and Tenant as Tenant/Lessee covering all or parts of the Leased Premises.

19. Miscellaneous.

19.1 Holding Over. In the event Tenant remains in possession of the Leased Premises, or any part thereof, after the expiration of the Lease Term, Tenant shall be deemed to be occupying the Leased Premises from month to month with Rent increased to 110% of the Rent specified herein, otherwise subject to all conditions, provisions and obligations of this Lease.

19.2 Attorney's Fees. In the event it becomes necessary for either party hereto to file a suit to enforce this Lease or any provision contained herein, the party prevailing in such action shall be entitled to recover, in addition to all such other remedies or damages, reasonable attorney's fees and costs incurred in such suit.

19.3 Notices. All notices, requests and demands required under this Lease will be sent by facsimile, served personally or by registered or certified mail to the respective addresses of Landlord and Tenant set forth in this Lease or at such other address as given to the other party in writing; if sent by facsimile or served personally, such notices, requests and demands shall be deemed given when actually delivered to the other party and if sent by registered or certified mail, they shall be deemed given three (3) business days after the date on which they are deposited in the United States mail.

19.4 Whole Agreement; No Oral Modification. This Lease embodies all representations, warranties and agreements of the parties hereto and may not be altered or modified except by an instrument in writing signed by the party to be bound thereby.

19.5 Remedies Cumulative. The various rights, powers, elections and remedies of the parties hereto shall be considered as cumulative and no one of them is exclusive of the others or exclusive of any right or priority allowed by law and no right shall be exhausted by being exercised on one or more occasions.

19.6 Governing Law. This Lease shall be governed by and construed in accordance with the laws of Oklahoma applicable to contracts made and performed entirely therein.

19.7 Counterparts. This Lease may be executed in any number of counterparts which taken together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Landlord and Tenant have executed this Lease as of the Effective Date.

LANDLORD:

DOVE CHARTER PUBLIC SCHOOL FOUNDATION, an Oklahoma not-for-profit corporation

By : _____

Title : _____

Date : _____

TENANT:

DOVE SCHOOLS, INC., an Oklahoma not-for-profit corporation

By : _____

Title : _____

Date : _____

H – CONTRACTUAL AGREEMENTS (other than construction and renovation)

1. Approval is requested for Langston University to renew our agreement with The Design Group, a multicultural communications company, providing maintenance, hosting, and redesign services for the Langston University website. The Design Group works closely with the Office of Public Relations in providing enhanced brand management and website services. There is no increase to the cost of renewal, which is an annual expenditure of \$116,000.00. The full engagement agreement is enclosed.

ENGAGEMENT AGREEMENT

Web Development, Maintenance & Hosting

The Design Group
400 West Capitol, Suite 1802
Little Rock, Arkansas 72201
designgroupmarketing.com

Engagement Specifics:

This agreement is made and effective this 8th day of January, 2022, between **Langston University**, hereafter referred to as Client, and **The Design Group**, (Agency). In consideration of the mutual agreement to provide strategic counsel in areas of web development / hosting services to the above Client, both parties agree to the following:

Scope of Work

Agency services to Client shall include services customarily performed by a general advertising Agency. Specifically, Agency shall do the following:

- Host and update current website programming, including:
 - Security Updates
 - Drupal core updates
 - SSL Ticketing
- Design and launch a new comprehensive branded website powered by Drupal CMS (langston.edu)
- Endeavor to do all of the above at the most advantageous rates, terms and conditions available.

Agency compensation for services will be minimum annual fee of **\$37,200** for account services / web maintenance provided to the Client. **Agency requests payment be made in equal monthly installments of \$3,100 commencing February 2022, and ending January 2023.**

Additional Agency deliverables and costs assigned to website hosting, maintenance and development are as follows:

Website Hosting \$8,500

(Includes monthly hosting and server security updates)

Website Design / Development \$70,000

(Includes all agency hours exhausted against creative development of website page layout and design and copywriting/copy editing; also includes front and back-end development, Content Management System (CMS) development and UI/UX design)

TOTAL PROPOSED BUDGET: \$116,000

Termination

- Agency shall continue to serve as Client's advertising Agency until Client or Agency shall terminate Agency's services with or without cause, or with respect to specified products or services assigned to Agency by giving not less than ninety (90) days' prior written notice by registered mail to the principal place of business of the other. Notice of termination shall become effective upon receipt of such notice by the party to whom it is addressed.
- Agency's rights and duties hereunder shall continue in full force during the ninety day notice period, but Agency's responsibilities shall be limited to supervising and administering then existing advertising campaigns.
- Any reservation, contract or agreement made by Agency for Client prior to the termination date which continues beyond the termination date will be carried to completion by Agency and paid for by Client in accordance with this agreement unless Client directs Agency to transfer such reservation, contract or arrangement to another entity and Client releases and indemnifies Agency, in which event Agency will attempt to make such transfer, subject to obtaining any necessary consent of third parties. Agency will be entitled to its commissions, fees and payments for services performed prior to accomplishing the transfer. Upon termination, provided that the Client has no outstanding indebtedness to Agency and Client assumes any third party obligations (including, without limitation, any applicable union or guild obligations relating to the production and use of commercials), Agency shall transfer in accordance with Client's instructions all property and materials owned by Client which are under Agency's control.

Terms of Agreement

The duration of this relationship will remain active until January 9, 2023, and may be extended for a (1) one-year period.

Billing

Agency will invoice Client monthly for fees and expenses incurred that month. Each invoice will be dated the last business day of the month and will be delivered no later than ten business days following the end of the month.

Dispute Resolution

Agency and Client agree to timely participation in good faith in mediation of any disputes arising out of this agreement before instituting legal action related to such dispute. This agreement will be governed by laws of the State of Arkansas.

Indemnification and Insurance

Subject to the provisions herein, Agency shall defend, indemnify, and hold harmless Client and its employees from and against all Claims, demands, liabilities, causes of action, suits, judgments, and expenses (including attorneys' fees) for any bodily injury and property damage claims arising from the

negligence or misconduct of Agency or its employees, agents, contractors or invitees. These indemnification provisions shall survive termination or expiration of this contract.

Acceptance

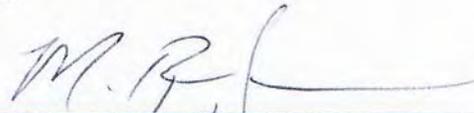
By signing below, the agreement shall commence between **Langston University** and **The Design Group**.

For: **Langston University**

For: **The Design Group**

By: _____

By: _____



Date: _____

Date: 1/6/2022

J – PURCHASE REQUESTS

1. We request ratification for our interim approval to engage with RCN Technologies, a partner to AT&T, to replace and install upgraded blue-light emergency phones on the Langston Campus to support the overall safety and security of our campus community. The estimated cost of this expenditure is not to exceed \$150,000.00 and will be funded through legally available funds.

The upgraded blue-light emergency phones will be solar-powered. The RCN team completed a walk-through on the Langston Campus to map out the locations for each phone pole to ensure the best possible placement for enhanced student safety.

J – PURCHASE REQUESTS

2. We request ratification for our interim approval to engage with the appropriate providers through A&M system contracts, namely Belfor and Blackmon Mooring, in the remediation and restoration of facilities affected by infrastructure failures and water intrusions due to the recent extreme temperatures. The original estimate for remediation of spaces was \$200,000; however, as remediation began other failures were identified causing cost to increase. At this time, the cost to remediate spaces affected by water intrusion is estimated at \$300,000. The University will file a claim with our insurance carrier, making the expected final out-of-pocket deductible cost \$50,000.00. Funding for these expenditures will come from legally available funds.

J – PURCHASE REQUESTS

3. Approval is respectfully requested to engage with the appropriate providers through A&M system contracts, namely Belfor and Blackmon Mooring, in the remediation and restoration of Centennial Court Apartments, which recently experienced a plumbing failure and water intrusion in a limited number of apartment units. The estimated costs for remediation and restoration are not expected to exceed \$75,000. The University intends to file a claim with our insurance carrier, making the expected final out-of-pocket deductible cost \$50,000.00. Funding for these expenditures will come from legally available funds.

J – PURCHASE REQUESTS

4. Approval is respectfully requested to solicit competitive bids and award a purchase order to the selected vendor for providing emergency heat within academic buildings on the Langston Campus.

The main steam boiler on the Langston campus provides heat to five buildings. Our Facilities Maintenance team has worked to ensure the main boiler is operational in preparation for the winter months. While investigating the boiler connections, it was discovered that several buildings required new condensate pumps which have been on order since early December 2021; however, the pumps have not yet arrived due to complications with supply chain and availability of materials. Langston University sought competitive bids for companies to provide temporary ambient heat to the affected buildings. We intend to limit the time for use of the temporary heat.

The cost for two weeks of temporary heat is approximately \$74,000, which includes the rental of equipment, installation, labor costs, and fuel. This request is being submitted for consideration as a contingency should the length of time need to be extended from two weeks to one month, bringing the total cost to approximately \$150,000, and will be funded through legally available funds.

J – PURCHASE REQUESTS

5. Approval is respectfully requested to solicit public bids and award a purchase order to the selected vendor for pest control services on the campuses of Langston University. The current provider has not satisfied expectations, and the contract with the provider was negotiated through the incumbent facilities management provider which no longer serves Langston University. Solicitation of public bids will ensure that Langston University receives the services expected at the best possible price. We will work closely with the Office of Central Procurement on this project, which will be funded through legally available funds.

J – PURCHASE REQUESTS

6. Approval is respectfully requested to procure annual EBSCO subscription services for the Langston University libraries. The annual cost for subscription services is estimated at \$300,000 and provides critical resources for our university community. EBSCO Subscription Services is routinely included in our annual purchase orders. Due to an oversight, the cost for the annual purchase was not indicated in the request. The subscription services will be funded through L-775100.

J – PURCHASE REQUESTS

7. Approval is respectfully requested to solicit public bids and process a purchase order to the selected vendor to purchase a new boiler for the Holloway Building, home to the School of Agriculture & Applied Sciences, on the Langston Campus. The existing boiler was recently assessed by HVAC professionals. The boiler is operational for this season but is nearing the end of its use and must be replaced before 2023. The estimated cost for new equipment, installation, and freight is approximately \$120,000 and will be paid through legally available funds in account L-479515 (2003 Facilities Grant).

J – PURCHASE REQUESTS

8. Approval is respectfully requested to process a new purchase order to Belfor USA, an A&M approved supplier, in the amount of \$1,800,000 for additional costs related to the winter storm in February 2021. The original approval for emergency remediation and restoration of campus structures damaged through water intrusion was provided through interim approval on March 30, 2021 and ratified by the Board of Regents at the regular meeting on April 23, 2021. The original claim was approved through OMES at a cost of \$4,300,000. Costs to this project increased due to unforeseen delays related to supply-chain disruption which necessitated additional time and labor costs for crews working to restore residential housing spaces for the Fall 2021 semester. These costs were reviewed and approved by OMES to be included in the claim. Additional time and labor were needed within the School of Physical Therapy and W. E. Anderson stadium after leaks were identified following the initial repair. These leaks were confirmed to be related to the Winter 2021 storm by OMES. Final costs and reimbursement to Langston University will be determined and negotiated by OMES. The final out-of-pocket cost to Langston University will be \$50,000.

K – STUDENT SERVICES/ACTIVITIES

1. Approval is respectfully requested to adopt the revised Residential Life and Housing Services Community Standards Guide, pending approval by the Office of Legal Counsel. This document has been fully benchmarked and vetted by administrative staff, student resident assistants, and members of the Langston University Student Government Association (SGA).

The Langston University Residential Life and Housing Services Community Standards Guide was modeled after the Oklahoma State University Residential Life Community Standards Handbook for Student Living. The document has been reviewed by institutional administrative staff, Langston University Student Government Association (SGA) members, and Resident Assistant (RA) student staff. Additional detail concerning the development and vetting of the document is listed below for your convenience.

THE OKLAHOMA STATE SYSTEM OF HIGHER EDUCATION

FTE Employee Report¹

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 3602.²

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 Quarter¹
 C. Increase or Decrease in FTE Employees (Item A minus Item B)
 D. Comparable Quarter Last Year

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

²The 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.

³This 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 Kayse Shrum and other members of the Oklahoma State University (OSU) administration came before the Board to present the business of OSU and review the Agenda for members of the Board. (The OSU Agenda is on file in the Board of Regents' Office as Doc. No. 1-12-3-21.)

Recognition of Dr. Pamela Fry

President Shrum recognized recent retiree, Dr. Pamela Fry. She said Dr. Fry has served in many capacities at OSU and she has always appreciated working with her. She said Dr. Fry has always been professional and shown utmost care for OSU, and she exemplifies the University's culture. President Shrum read a professional overview highlighting Dr. Fry's numerous accomplishments throughout her career. She presented Dr. Fry an OSU branded rocking chair as a retirement gift.

Dr. Fry said she is grateful to OSU for the many opportunities she's been afforded over the years, from her days as a graduate student to her days as a faculty member, and as a parent with three children who have OSU degrees. She said she greatly valued working with such amazing people and treasured her time as a dean. She thanked President Shrum and the Board for their leadership.

B-1 Adoption of Memorial Resolution for Robert Lee Swaim

The Memorial Resolution is attached to this portion of the minutes as ATTACHMENT A and considered a part of these minutes.

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

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

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

C-1 Approval of Academic Service Fees for 2022-2023

Interim Provost Mendez said this Item was discussed earlier in the week with members of the AAPP Committee. She noted each campus took a very conservative approach when considering fee requests and carefully considered the justification received. Overall, there are no university-wide increases. Most adjustments are directly related to inflationary costs for instructional supplies, transportation, aircraft rentals, etc.

Regent Callahan said the AAPP Committee met with the OSU administration to discuss this Item and acted to recommend Board approval of the administration's request. He said he believes there was a very concerted effort by OSU to keep these fees in line.

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

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

D-1 Approval of personnel actions

Interim Provost Mendez said this listing includes 10 new faculty appointments; nine changes in appointment including the appointment of Dr. Justin Talley as Department Head of Entomology and Plant Pathology, replacing long-time faculty member Dr. Phillip Mulder, and the appointment of Dr. Jerry Ritchey as Associate Dean of Academic and Student Affairs, replacing Dr. Margi Gilmour. In addition, there are four sabbatical requests. For informational purposes, three retirements and three separations are included.

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

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

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

Interim Provost Mendez said this Item includes multiple course and degree requirement changes, as well as option additions and deletions. She noted that these changes were discussed with the AAPP Committee during its meeting earlier in the week.

Regent Callahan said the AAPP Committee met with the OSU administration regarding this Item and acted to recommend Board approval of the administration's request.

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

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

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

G-2 Approval of actions required to refund Master Lease Program bonds for savings (OSU-System)

Regent Hall said the FAPF Committee met with the OSU administration to discuss this Item and recommended Board approval of the administration's request. These are MRPL 2015B Series

bonds which financed the Allied Health Building on the OSU-OKC campus and the Medical Simulation and Education Building and garage on the OSU-CHS campus.

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

Regent Anthony asked what the approximate savings are for this refund. Mr. Weaver said they're still in the evaluation stage, so they don't yet have an exact dollar amount.

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

G-3 Approval of actions required for the financing of potential capital projects

Regent Hall said the FAPF Committee met with the OSU administration to discuss this Item and recommended Board approval of the administration's request. He said the 2022 general revenue bond financing will provide pre-funding opportunities for the following debt: Series 2013A for the Colvin Center, and 2015A for the refunding of Series 2004 Athletic Bonds.

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

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

At approximately 11:50 a.m., Regent Harrel left the meeting.

G-1 Approval of peace officer commission

<u>Commission</u>	<u>Commission No.</u>
Rodney Huey	804

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

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

G-4 Approval to enter into a lease agreement (OSU-CHS)

Regent Hall moved and Regent Anthony seconded to approve Item G-4 as presented in the OSU Agenda.

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

H-1 Approval to enter into contract with the City of Stillwater

Regent Hall said the FAPF Committee met with the OSU administration to discuss this Item and recommended approval of the administration's request. He said this contract is for an airline service agreement with American Airlines to continue providing daily commercial air service between Stillwater Regional Airport and Dallas-Fort Worth International Airport. OSU's commitment for FY 2022 is \$500,000 and is \$1 million for FY 2023.

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

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

H-2 Approval to lease office space from the Oklahoma State University Foundation

H-3 Approval to enter into a consultation agreement for the management of the National Center for Wellness and Recovery (OSU-CHS)

Regent Hall moved and Regent Taylor seconded to approve Section H, Items 2 & 3 as presented in the OSU Agenda.

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

At approximately 11:53 a.m., Regent Harrel returned to the meeting.

Mr. Weaver noted all items listed in Section I were discussed with the FAPF Committee.

I-1 Request approval to select on-call consultants to provide architecture as-needed services to the University System and institutions governed by the Board

Regent Hall said the FAPF Committee met with the OSU administration regarding this Item and recommends Studio Architecture; KKT Architects; Dewberry Architects, Inc.; and GH2 Architects as the on-call consultants for the University System and institutions governed by the Board, as presented by the administration.

Regent Hall moved and Regent Davis seconded to approve the firms as recommended by the Committee for Item I-1.

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

I-2 Request approval to select on-call consultants to provide landscape architecture as-needed services to the University System and institutions governed by the Board

Regent Hall said the FAPF Committee met with the OSU administration regarding this Item and recommended Alaback Design and CLS & Associates, LLC, as the on-call consultants for the University System and institutions governed by the Board, as presented by the administration.

Regent Hall moved and Regent Harrel seconded to approve the firms as recommended by the Committee for Item I-2.

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

I-3 Request approval to select on-call consultants to provide structural engineering as-needed services to the University System and institutions governed by the Board

Regent Hall said the FAPF Committee met with the OSU administration regarding this Item and recommended Cyntergy AEC, LLC; Wallace Design Collective; and CEC Corporation as the on-call consultants for the University System and institutions governed by the Board, as presented by the administration.

Regent Hall moved and Regent Walker seconded to approve the firms as recommended by the Committee for Item I-3.

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

I-4 Request approval to select a construction management firm to assist the University with the design and construction of a new Market Center

Regent Hall said the FAPF Committee met with the OSU administration regarding this Item and recommended CMS Willowbrook, Inc., as the construction management firm to assist the University with this project.

Regent Hall moved and Regent Taylor seconded to approve the firm as recommended by the Committee for Item I-4.

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

I-5 Request approval to continue with an on-call architectural firm for the design and construction of a human resources building

Regent Hall said the FAPF Committee met with the OSU administration regarding this Item. He said the Human Resources department has outgrown its current main location on the first floor of the Whitehurst administration building, and personnel are located in multiple buildings across campus. The proposed new building would allow the entire department to be in one location. The Committee recommended Board approval to engage with Selser Schaefer Architects as the on-call architectural firm to assist with this project.

Regent Hall moved and Regent Walker seconded to approve the firm as recommended by the Committee for Item I-5.

Regent Anthony asked the location of this building. Mr. Weaver said it will be located on the north side of the new I.T. building and share the same parking lot. This will be on the northwest side of the campus.

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

I-6 Request approval to select an on-call construction management firm for the design and construction of a human resources building

Regent Hall said the FAPF Committee met with the OSU administration regarding this Item and recommended Board approval of the administration's request.

Regent Hall moved and Regent Harrel seconded to approve the firm as recommended by the Committee for Item I-6.

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

I-7 Request approval to select an architectural firm to assist the University with the design and construction of a new research center (OSU-CHS)

I-8 Request approval to select a construction management firm to assist the University with the design and construction of a new research center (OSU-CHS)

Regent Hall said the FAPF Committee met with the OSU administration regarding these Items and recommended Dewberry Architects, Inc. as the architectural firm and Flintco, LLC as the construction management firm for this project.

Regent Hall moved and Regent Taylor seconded to approve the firms as recommended by the Committee for Items I-7 and I-8.

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

J-1 Approval of sole source & special request purchasing items

J-2 Approval of plant fund purchasing items

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

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

Regent Davis said on behalf of the Board he wished to recognize the recent gift from Harold Hamm and Continental Resources. They are very grateful for his commitment not only to Oklahoma but also to Oklahoma State University.

Regent Anthony offered congratulations to the football team for their success this year. He said their accomplishments are noteworthy and he would like an opportunity at some point to recognize the coaches and team for their success.

The business of Oklahoma State University being concluded, President Shrum and members of the OSU administration were 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 Swaim, Associate Dean, Retired, College of Engineering, Professor, Emeritus, Mechanical Aerospace and Engineering, was claimed by death on August 1, 2021; and

WHEREAS, Dr. Swaim, by his loyalty, attention to duty, and faithful performance rendered service as a faculty member of Oklahoma State University from July 1, 1978, to the date of his retirement, August 1, 1992, and as a citizen worthy of commemoration and respect; and

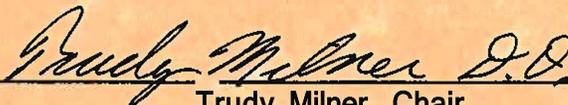
WHEREAS, his friends and Oklahoma State University have suffered irreparable loss in his passing:

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. Swaim 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. Swaim.

Adopted by the Board the 21st day of January 2022.



Trudy Milner, Chair

VII. PUBLIC COMMENTS

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

Recognition of OSU Student Government Representative

Mr. Ramsey recognized Mr. Riley Pritzlaff and thanked him for attending the meeting. Chair Milner said the Board always appreciates student representation at their Board meetings and thanked Mr. Pritzlaff for being there.

VIII. COMMITTEE REPORTS

A. Academic Affairs, Policy and Personnel Committee

(All business discussed by this Committee was presented during the business of Oklahoma Panhandle State University, Northeastern Oklahoma A&M College, Connors State College, Langston University, and Oklahoma State University.)

B. Audit, Risk Management and Compliance Review Committee

None

C. Fiscal Affairs and Plant Facilities Committee

(All business discussed by this Committee was presented during the business of Northeastern Oklahoma A&M College and Oklahoma State University.)

D. Planning and Budgets Committee

None

E. Regents Steering Committee

1. Update on OPSU Presidential Search Process

Regent Hall said the search for the next President of Oklahoma Panhandle State University is underway. Search Committee membership was finalized this week. He said in addition to the Regent representatives on the Committee, there are 15 strong members from the local community that will be part of this effort. They represent students, alumni, faculty, staff, and supporters. The first full Committee meeting will be held next week. The application deadline is February 18, 2022.

IX. OTHER BOARD OF REGENTS' BUSINESS

C. Policy and Operational Procedures

1. Approval of revisions to Board Policy 3.05, Ethics

Mr. Ramsey said these revisions were made to update language related to relationships that would present a conflict of interest, as well as to bring the policy in line with the Oklahoma Ethics Commission guidelines. (The revised policy is identified as ATTACHMENT A and attached to this portion of the minutes.)

Regent Callahan moved and Regent Anthony seconded to approve the revisions to Board Policy 3.05, *Ethics*, as presented.

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

G. Reports/Comments/Recommendations by Chief Executive Officer

1. Revised Charter for the Office of Internal Audit

Mr. Ramsey said this Item was discussed by the Audit, Risk Management and Compliance Review Committee then considered and approved at the last Board meeting, but it was realized afterward that it was not represented appropriately on the posted agendas for that meeting. It is being brought back for approval. (The Revised Charter for the Office of Internal Audit is identified as ATTACHMENT B and attached to this portion of the minutes.)

Regent Anthony moved and Regent Callahan seconded to approve the revised Charter for the Office of Internal Audit as presented.

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

Adjournment

Regent Davis moved and Regent Harrel seconded to adjourn the meeting at approximately 12:05 p.m.

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

ETHICS

3.05

1. This policy applies to:
 - A. Members of the Board;
 - B. Staff members of the Board; and
 - C. Individuals employed by, or acting on behalf of, member institutions, including volunteers.

The Ethics Policy governs only official conduct performed by or on behalf of the OSU/A&M System. Violations of the Ethics Policy may result in disciplinary action including dismissal or termination.

2. Policy Statement: The foundations of ethical behavior are a commitment to respecting the rights and dignity of all persons and a commitment to discharging our obligations to others in a fair and honest manner. Each person in the OSU/A&M System plays an important role in keeping these commitments by demonstrating integrity and respect in his or her daily activities and in the performance of his or her responsibilities. This Policy establishes a statement of principles to guide the activities of all faculty, staff, students and individuals acting on behalf of member institutions.
 - A. We affirm the importance of academic integrity in all endeavors. We will be honest, fair, trustworthy and respectful so as to promote an environment distinguished by the highest standards of academic honesty.
 - B. We respect the rights and dignity of all persons and recognize that illegal discrimination or harassment in any form undermines the fundamental principles of member institutions. We support a respectful environment through our own actions, encourage respectful behavior in others and speak out against hatred and bias.
 - C. We recognize that when in positions of authority we have a responsibility to conduct ourselves in a manner that will maintain and strengthen the public's trust in the integrity of the OSU/A&M System. We will set the example of fairness and honesty in all of our dealings, and not use our authority to influence others to perform inappropriate or illegal acts, or violate laws, regulations or institutional policies.
 - D. We recognize that we are often the custodians of personal and institutional information we have a responsibility to protect. We will not abuse this trust or violate any applicable laws by allowing unauthorized access, disclosure and/or confidential information obtained from official records.
 - E. We recognize our responsibility to comply with all applicable federal, state and local laws, rules and regulations; grant and contract requirements; professional standards; and Board and institutional policies and procedures; and to report instances of unethical and unprofessional conduct.

- F. We recognize that conflicts of interest or commitment can interfere with the best interests of the OSU/A&M System and erode our credibility. A conflict of interest occurs when an individual is in a position to influence a decision on policies, purchases, programs or decisions from which he/she or his/her spouse, child, stepchild, parent, sibling, someone within the third degree of consanguinity or affinity or other associate person or entity with whom he/she has a business or charitable affiliation, might directly or indirectly receive a substantial benefit. A conflict of commitment arises when an individual's involvement in outside activities substantially interferes with his/her primary commitments to the OSU/A&M System or its member institutions. We will promptly disclose such conflicts and take steps to mitigate or eliminate any that compromise our integrity or that of the OSU/A&M System, in accordance with applicable law and policies.
- G. We recognize the importance of acting in good faith, responsibly, and with due care and diligence in the use and control of all institutional assets and resources entrusted to us. We will be efficient and economical in their use; ensure that all funds received are used prudently, ethically and for their designated purposes; and ensure accurate, complete and reliable business records are maintained.
- H. We recognize that we have a responsibility to be scrupulous in our business dealings and to report known or suspected fraudulent activity or unethical behavior to the appropriate institutional official and/or through a confidential reporting process.

This Ethics Policy is not intended to address every situation, but instead to make each individual aware of the general scope of ethics and accountability expected from him or her as a member of the OSU/A&M System.

Approved Date:
March 1, 2013

Amended Dates:
June 22, 2018



BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

Charter for the Office of Internal Audit

I. Introduction

Title 70 Oklahoma Statutes § 3909 (D) requires the Board of Regents of the Oklahoma Agricultural and Mechanical Colleges (Board) to employ a sufficient number of internal auditors to meet the Board's fiduciary responsibilities. The Office of Internal Audit (Office) for the Board is established by *Board Policy 1.03* and is the internal audit activity for the Board and the institutions governed by the Board (Institutions).

II. Purpose

The Institute of Internal Auditors (IIA) defines internal auditing as “an independent, objective assurance and consulting activity designed to add value and improve an organization's operations. It helps an organization accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.”

Assurance services, as defined by the IIA, “are an objective assessment of evidence for the purpose of providing an independent assessment on governance, risk management, and control processes for the organization. Examples may include financial, performance, compliance, system security, and due diligence engagements.”

Consulting services, as defined by the IIA, “are advisory and related client service activities, the nature and scope of which are agreed with the client, are intended to add value and improve an organization's governance, risk management, and control processes without the internal auditor assuming management responsibility. Examples include counsel, advice, facilitation, and training.”

III. Role

The Chief Audit Executive (CAE), who reports functionally to the Board and administratively to the Chief Executive Officer of the Board (CEO), will manage the Office. The Board is responsible for the hiring and removal of the CAE. On a periodic, and preferably annual basis, the Board in coordination with the CEO will review the performance of the CAE.

The CAE shall have a professional audit staff with sufficient knowledge, skills, experience, and professional certifications to meet the requirements of the charter. The Office staff report directly to the CAE. Only personnel assigned to the Office shall be referred to as auditors, and their work will be referred to as audit activities.



BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

IV. Independence and Authority

All activities of the Office shall remain independent from the Institutions under the Board, including matters of audit selection, scope, procedures, frequency, timing, or report content, to permit maintenance of an independent and objective mental attitude necessary in rendering reports.

Internal auditors shall have no direct operational responsibility or authority over any of the activities they review. Accordingly, they shall not develop nor install systems or procedures, prepare records, approve transactions external to Internal Audit, or engage in any other activity which would normally be audited. Review and appraisal by Internal Audit do not in any way substitute for or relieve other persons in the Institutions of their management responsibilities.

Authority is granted to the internal auditors employed by the Office for full, free, and unrestricted access to any and all institutional records, physical properties, and personnel under the purview of the Board. Documents and information given to Internal Audit shall be handled in the same prudent and professional manner as by those employees normally accountable for them.

V. Responsibility

The Office is authorized to provide risk-based audit services to the Board and Institutions in the following categories:

- Governance
- Financial Audits
- Compliance Audits
- Information Technology Audits
- Operational Audits
- Consulting Services
- Special Investigations or Reviews
- Projects or analyses required by the State of Oklahoma or directed by the Board, including coordination of annual, externally audited financial statements

The Office shall serve as facilitator and coordinator for all federal, state, and other external audit agencies. All external audit agencies shall contact the Office for entrance and exit audit conferences. Employees of the Institution receiving a final audit report from an external entity are responsible for immediately providing a copy to the Office.



BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

VI. Audit Planning

Annually, the CAE shall develop and present the internal audit plan, as well as budget and resource requirements, for the upcoming fiscal year to the Audit, Risk Management and Compliance Review Committee (Audit Committee) for its recommendation for approval by the Board of Regents. The internal audit plan shall be developed based on a prioritization of the audit universe using a risk-based methodology.

The CAE will provide periodic updates to the Board as to the progress of the audit plan and the status of management's corrective actions in response to audit recommendations. Any other significant deviation from the formally approved audit plan shall be communicated to the Audit Committee.

VII. Reporting

The CAE shall report at regular meetings of the Audit Committee of the Board on any condition that, in the judgment of the CAE, could adversely affect the Institutions within the Oklahoma Agricultural and Mechanical Colleges System. Suspected fraud, theft, and misuse of funds of a significant level shall be promptly reported by the CAE to the Chairman of the Board, Chairman of the Audit Committee, and the CEO.

A written report will be prepared and issued by the CAE following the conclusion of each audit. Completed audit reports shall be issued to members of the Audit Committee, the Board, the CEO, the president of the audited institution, senior management of the audited institution, and the Office of the State Auditor and Inspector.

The CAE may include in the final audit report the management responses and corrective action taken or to be taken regarding the specific recommendations. Management responses should be received within 10 business days from the date the draft report was issued. Each response should include the individual responsible for implementing the recommendation, the timetable for anticipated completion of action to be taken, and an explanation for any recommendations not addressed.

In cases where a response is not included within the audit report and where one is requested, management of the audited area should respond to the Office of Internal Audit, in writing, within 30 days of publication.

The Office shall be responsible for performing a post audit review on audit recommendations and will periodically report to the Board on the status of those actions. All recommendations and management action plans will remain open and monitored until cleared by the CAE.



BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

VIII. Professional Standards

Staff members of the Office shall govern themselves by adherence to the IIA's Definition of Internal Auditing, IIA Internal Audit Mission, IIA Code of Ethics, and IIA International Standards for the Professional Practice of Internal Auditing, and the IIA Core Principles for the Professional Practice of Internal Auditing, as well as ~~and~~ the Board's policies and procedures.

IX. Quality Assurance and Improvement Program

The Office will maintain a quality assurance and improvement program (QAIP) that covers all aspects of the internal audit activity. The program will include an evaluation of the internal audit activity's conformance with the Definition of Internal Auditing and the Standards and an evaluation of whether internal auditors apply the Code of Ethics. The program also assesses the efficiency and effectiveness of the internal audit activity and identifies opportunities for improvement.

The CAE will communicate the results of the Office's QAIP to senior management and the Board including scope, frequency, qualifications of assessment team, conclusions, and action plans.

~~IX.X.~~ Review and Approval of Charter

The CAE will periodically assess whether the purpose, authority, and responsibility as defined in this charter continue to be adequate to enable the internal auditing activity to accomplish its objectives and will communicate that assessment to the Board.

Approved this ____ day of _____, _____.

Trudy Milner
Chair of the Board of Regents for the Oklahoma
Agricultural and Mechanical Colleges

Calvin Anthony
Chair of the Audit, Risk Management and
Compliance Review Committee

Jason Ramsey
Chief Executive Officer

Michelle Finley
Chief Audit Executive



BOARD OF REGENTS FOR THE OKLAHOMA AGRICULTURAL AND MECHANICAL COLLEGES

Resolution approved: ___ October 9, 1987
Charter approved: ___ December 1, 2006
Charter revised: April 24, 2015
Charter revised: December 3, 2021

BOARD OF REGENTS FOR THE OKLAHOMA
AGRICULTURAL AND MECHANICAL COLLEGES



By: _____
Trudy Milner, Chair

ATTEST:



Jason Ramsey, Chief Executive Officer

Certified correct minutes subject to approval of the Board of Regents for the Oklahoma Agricultural and Mechanical Colleges on February 25, 2022.



Kyla Eldridge
Executive Assistant to the CEO