

**ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
6420 S.E. 15th Street
Midwest City, OK 73110
Administration Building, Regents' Conference Room

AGENDA

**Joint Regular Meeting, April 17, 2025, 11:30 a.m.
Chairman Gregory C. Smith, Presiding**

As authorized by 70 O.S. § 4410 and 4423: This is a joint meeting of the Rose State College Board of Regents and the Board of Trustees for the Technical Area Education District. The Board members of each entity are comprised of the same individuals, but may be taking action in the capacity of a member of the Board of Regents for Rose State College, or in the capacity of a member of the Board of Trustees for the Technical Area Education District, or in both capacities. Therefore, the text box on each item of the Agenda will indicate whether the item is presented for consideration and possible action by the Board of Regents for Rose State College ("Regents' Item"), by the Board of Trustees for the Technical Area Education District ("Trustees' Item"), or by both entities ("Regents and Trustees Item"), and the action and votes will be recorded appropriately. In the event an item is not specified, then, unless expressly stated otherwise, the item shall be deemed to be presented to and acted upon by the Board of Regents for Rose State College and the Board of Trustees for the Technical Area Education District. On the agenda listing, the designations will be (R) for Regents' Item; (T) for Trustees' Item; and (R&T) for Regents and Trustees' Item.

1. Call to Order – Chairman.

Regents will have an informal lunch at 11:00 a.m. but will not discuss the agenda, make any decisions, or vote. Normal start time for the public meeting will be 11:30 a.m.

2. Roll Call – Secretary.

3. Announcements/Introductions and Hearing of Delegations – President.

- a. Introduction of guests by President and Executive staff. Informational item only. (R&T)
- b. Presentation by Emma Reneau regarding concerns about the Bachelor of Applied Technology in Cyber Security program. Informational item only. (R&T)

4. Communications of Interest PowerPoint Presentation – President.

5. Consent Agenda – Chairman.

Note: These routine items under the Consent Agenda can be approved by the Regents/Trustees by unanimous consent with one motion. If an item does not meet with the approval of all Regents/Trustees and they desire to discuss this item, then only that item will be removed and handled as a regular agenda item separate from those under the Consent Agenda.

- a. Minutes – Joint Regular Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – January 23, 2025. Page 5. (R&T)
- b. Minutes – Joint Special Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – April 7, 2025. Page 6. (R&T)
- c. Minutes – Joint Special Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – April 8, 2025. Page 7. (R&T)
- d. Minutes – Joint Special Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – April 9, 2025. Page 8. (R&T)
- e. Purchases and/or contractual services of \$75,000 or more for the month of April 2025. Page 9. (R&T)
- f. Rose State College Financial Reports for December 2024, January 2025, and February 2025. Page 10. (R)
- g. Rose State College Technical Area Education District Financial Reports for December 2024, January 2025, and February 2025. Page 11. (T)
- h. Out-of-State Travel. Page 12. (R&T)
- i. Personnel Actions. Page 13. (R&T)

Andrews, Ms. Janice
Berryman, Ms. Fanchon
Bloomer, Ms. Alyssia
Brown, Mr. Jerrad
Campbell, Mr. Timothy
Checorski, Mr. Adam
Dewey, Mr. Ken
Fleming, Ms. Stephanie
Gordon, Mr. Sean
Harkless, Mr. Wayne

Kever, Ms. Jessi
McMichael, Ms. Rachel
Moser, Ms. Teresa
Roll, Ms. Marcy
Schaefer, Mr. Daniel
Senner, Mr. Brevin
Stutzman, Mr. Scott
Swinford, Ms. Mistie
Webb, Ms. Anna Grace

6. Staff Reports – President.

- a. Report on 2025 Commencement Ceremonies – Vice President Kirby Harzman. Page 14. *(Informational item only.)* (R&T)

7. Possible Executive Session – Chairman. (No action to be taken.)

The Board of Regents/Trustees may convene an executive session, as authorized by 25 O.S. §307(B)(1)(3) for the purposes of:

(a) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee; and

Andrews, Ms. Janice
Berryman, Ms. Fanchon
Bloomer, Ms. Alyssia
Brown, Mr. Jerrad
Campbell, Mr. Timothy
Checorski, Mr. Adam
Dewey, Mr. Ken
Fleming, Ms. Stephanie
Gordon, Mr. Sean
Harkless, Mr. Wayne
Hurst, Mr. Travis
Kever, Ms. Jessi

McMichael, Ms. Rachel
Moser, Ms. Teresa
Nichols, Dr. Gregory
Powell, Dr. Shawn
Roll, Ms. Marcy
Schaefer, Mr. Daniel
Senner, Mr. Brevin
Stutzman, Mr. Scott
Swinford, Ms. Mistie
Webb, Dr. Jeanie
Webb, Ms. Anna Grace

(b) discussing the purchase or appraisal of real property.

Page 15. (R&T)

8. Executive Session Action – Chairman.

Possible action as discussed in Executive Session. Page 16. (R&T)

9. President’s Report – President.

- a. Consideration and possible action concerning Interlocal Cooperation Agreements for Fiscal Year 2026 between the Board of Trustees for the Rose State College Technical Area Education District and the Board of Education for the Midwest City-Del City Lewis Eubanks Technology Center, School District I-52. Page 17. (T)
- b. Report, discussion, and possible action from the Academic Affairs committee concerning the Curriculum Changes for Academic Year 2025-2026. Page 18. (R&T)

- c. Report, discussion, and possible action from the Financial and Audit committee concerning the Internal Audit Report for the period of January 1, 2024, through December 31, 2024. Page 19. (R&T)
- d. Report on meeting dates/items of interest. Page 20. (*Informational item only.*) (R&T)

10. Regent/Trustee Comments – Chairman.

11. New Business: Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the Agenda. (R&T)

12. Adjournment.

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #5a:

Consent Agenda

SUBJECT: Minutes

RECOMMENDATION:

Recommend approval as part of the Consent Agenda.

STAFF ANALYSIS:

Minutes – Joint Regular Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – January 23, 2025, on the attached pages are recommended for approval.

JW/mn

Attachment

**ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES FOR THE
ROSE STATE COLLEGE
TECHNICAL AREA EDUCATION DISTRICT**
6420 S.E. 15th Street
Midwest City, OK 73110
Administration Building, Regents' Conference Room (Room 204)

MINUTES

**Joint Regular Meeting, January 23, 2025, 11:30 A.M.
Chairman Gregory C. Smith, Presiding**

The Board of Regents for Rose State College and the Board of Trustees for the Rose State College Technical Area Education District met in regular joint session at 11:30 a.m., Thursday, January 23, 2025, in the Administration Building, Regents' Conference Room, 6420 S.E. 15th Street, Midwest City, Oklahoma. Notice of the meeting was originally filed with the Secretary of State on December 10, 2024. The agenda was posted by 11:30 a.m. on Wednesday, January 22, 2025, in compliance with the provisions of the Open Meeting Act.

As authorized by 70 O.S. § 4410 and 4423: This is a joint meeting of the Rose State College Board of Regents and the Rose State College Board of Trustees for the Technical Area Education District. This meeting is being held pursuant to the College's Policies and Procedures Manual and is being conducted in accordance with the Oklahoma Open Meeting Act. The Board members of each entity are comprised of the same individuals, but may be taking action as a member of the Board of Regents for Rose State College, or as a member of the Board of Trustees for the Technical Area Education District, or both. Therefore, the text box on each item of the Agenda will indicate whether the item is presented for consideration and possible action by the Board of Regents for Rose State College ("Regents' Item"), by the Board of Trustees for the Technical Area Education District ("Trustees' Item"), or by both entities ("Regents and Trustees Item"), and the action and votes will be recorded appropriately. In the event an item is not specified the item shall be deemed to be presented to and acted upon by the Board of Regents for Rose State College and the Board of Trustees for the Technical Area Education District. On the agenda listing, the designations will be (R) for Regents' Item; (T) for Trustees' Item; and (R&T) for Regents and Trustees' Item.

1. Call to Order – Chairman.

Chairman Smith convened the joint meeting of the Rose State College Board of Regents and Board of Trustees for the Technical Area Education District at 11:30 a.m.

2. Roll Call – Secretary.

Secretary Mejstrik conducted the roll call.

Position 1 – Brandon Clabes

Position 2 – Christopher Hill

Position 3 – Stacy Willard

Position 4 – Gregory C. Smith

Position 5 – Laure Vaught Majors

Position 6 – William H. Croak

Position 7 – Norm Mejstrik

A quorum was established with all board members present.

3. Announcements/Introductions and Delegations – President.

President Dr. Jeanie Webb welcomed those in attendance and introduced key guests, emphasizing the importance of collaboration between Rose State College and its community partners.

She first introduced Dr. Sandy Caldwell, who was present as a consultant for the presidential search process. Dr. Caldwell provided a brief background on her extensive experience in higher education, including her tenure as a community college president, vice president, and executive overseeing state-wide community college systems. She expressed her enthusiasm for assisting with Rose State College’s presidential search, noting her familiarity with the institution and its strong reputation.

Vice President Cindy Mikeman introduced Steven Reynolds, a Coca-Cola representative and current Rose State College student, recognizing his instrumental role in securing a \$100,000 First-Generation Scholarship Grant for Rose State College through Coca-Cola Southwest Beverages. Mikeman commended Reynolds’ initiative, sharing that he had approached her about first-generation student support, leading to the scholarship funding. She also highlighted that Reynolds himself is a first-generation student.

Provost Travis Hurst introduced:

- Ann Smith, Faculty Senate President and Math Coordinator.
- Dr. Melissa Hayt, Associate Vice President for Academic Affairs.

Vice President Cindy Mikeman introduced:

- Spring Byington, the Classified Staff Association (CSA) representative, who currently serves as Office Director for TRIO.

Vice President Kirby Harzman introduced three guests:

- Keo O’Bryant, the student representative, a major in Aviation Management from Shawnee, Oklahoma, who is active in student organizations.
- Paige Stramski, Director of Student Engagement, a Rose State alumna, and former student worker in the President’s Office.
- Carissa Lemieux, the PASA (Professional/Administrative Staff Association) President, and a former faculty member in the Dental Hygiene program, and current Substance Abuse Prevention Coordinator.

Additionally, Ms. Becki Foster, Assistant Superintendent of Mid-Del Technology Center, was introduced and later presented a comprehensive update on Career and Technology Education initiatives.

College attorney Ray Vincent was also present. President Webb announced that there were no requests received from delegations.

4. Communications of Interest PowerPoint Presentation – President.

President Dr. Webb highlighted key developments:

- The Arca Continental Coca-Cola Southwest Beverage First-Generation Scholarship in the amount of \$100,000 designated for 2025 students who qualify as first-generation college attendees.

- Recognition of Dr. Kirby Harzman, Vice President for Student Affairs, for her selection as a Higher Learning Commission (HLC) Peer Reviewer for the Open and Standard Pathways.
- Letters of congratulations received, including one from President Joe Harroz of the University of Oklahoma and another from the ECU Foundation.
- Announcement of Cindy Mikeman’s retirement celebration, scheduled for Monday, January 27, at 2:30 p.m. in the FNB Community Bank Ballroom.

No board action was required for these communications.

5. Consent Agenda – Chairman.

Note: These items are placed on the Consent Agenda so that Regents/Trustees by unanimous consent, can approve routine agenda items with one motion. If any item on the Consent Agenda does not meet with the approval of all Regents/Trustees and the Regents/Trustees desire to discuss the item, then that item only will be removed and handled as a regular agenda item.

- Minutes – Joint Regular Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – December 5, 2024. Page 5. (R&T)
- Purchases and/or contractual services of \$75,000 or more for the month of January 2025. Page 6. (R&T)
- Rose State College Financial Reports for November 2024. Page 7. (R)
- Rose State College Technical Area Education District Financial Reports for November 2024. Page 8. (T)
- Out-of-State Travel Requests. Page 9. (R&T)
- Personnel Actions. Page 10. (R&T)

Aitson-Roessler, Ms. Mechelle
Al Shorepy, Dr. Salih
Baker, Ms. Hailey
Baker, Ms. Rosemarie
Boger, Dr. Elizabeth
Campbell-Checorski, Ms. Lauren

Cherrington, Mr. William
Christenberry, Ms. Tonya
Cobb, Dr. Britni
Cooper, Mr. Coty
Davenport, Mr. James
Edmond, Ms. Shar’Nell

Glidewell, Ms. Kylene
Harzman, Dr. Kirby
Hayt, Dr. Melissa
Herbert, Ms. Tiffany
Hollis, Dr. Tammi
Howland, Ms. Kasie
Hunt, Ms. Meaghan

Larsen, Mr. Adam
Mikeman, Ms. Cindy
Nutter, Ms. Alberta
Poole-Endsley, Dr. Anita
Scales, Dr. Alton
Snoddy, Ms. April
Vannoy, Ms. Faith

Chairman Smith asked if there were any items to be pulled for discussion. Hearing none, he requested a motion. Regent/Trustee Croak made the motion to approve the consent agenda, which was seconded by Regent/Trustee Mejstrik. The vote was as follows:

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regents/Trustees present voted aye, and the motion passed.

6. Staff Reports – Informational Items Only.

- a. Mid-Del Technology Center Report – Ms. Becki Foster, Assistant Superintendent of the Mid-Del Technology Center. Page 11. (R&T)

Assistant Superintendent Becki Foster provided a detailed report on Mid-Del Technology Center (MDTC), highlighting its historical growth, enrollment trends, student placement success, and upcoming program expansions. She emphasized the longstanding partnership between MDTC and Rose State College, noting its crucial role in preparing students for Oklahoma’s workforce needs.

MDTC, established in 1965-1966, initially offered courses in Auto Body, Aircraft Engines, Electronics, and Cosmetology. In 1973, a joint resolution between Rose State College and the Oklahoma Department of Career and Technology Education (ODCTE) strengthened its mission to provide career-ready education. Since then, MDTC has evolved significantly, maintaining strong industry partnerships and adapting to modern workforce demands.

Enrollment & Student Placement Success: As of January 13, 2025, MDTC enrolled 421 students, reaching an 82.23% capacity rate, with 234 in morning sessions and 187 in the afternoon. The majority of students (77%) are from secondary schools, while 23% are adult learners. While most programs operate at or near full capacity, three programs—Flight & Drones (AOPA), Masonry, and Health Information Management—are under-enrolled. Foster acknowledged these challenges, explaining that AOPA is still in its early stages, Masonry awaits industry retirements, and Health Information Management recently underwent a faculty transition.

MDTC continues to see exceptional student placement rates, with 99.09% of graduates securing employment, joining the military, or continuing their education. Industry-related job placements remain strong at 91.32%, with students earning an average wage of \$18.92 per hour. Foster compared these figures with prior years, highlighting a steady increase in workforce alignment and reinforcing MDTC’s critical role in economic development.

During the discussion, Regent/Trustee Clabes inquired about strategies to boost under-enrolled programs. Foster responded that MDTC is strengthening its advisory board partnerships, increasing recruitment efforts, and hosting targeted career fairs to connect students with industry leaders. She emphasized the importance of ongoing collaboration with Rose State College to ensure pathway continuity for students.

New Program Expansions for FY26 & FY27: Foster presented several new programs launching in FY26, strategically designed to address industry demand.

The Industrial Technology/Maintenance program will provide high school and adult students with hands-on training in electrical systems, fluid power, mechanical drive systems, and industrial controls. Initially, the program will serve 14 students, expanding to 36 by the second year. Foster noted potential partnerships with Rose State College and SWOSU, which Regent/Trustee Hill

encouraged as a way to maximize lab space and faculty expertise.

A new Hospitality & Tourism program will introduce students to event planning, lodging management, business finance, and restaurant operations. The program will begin with 14 students and scale up to 36 in its second year, utilizing designated classroom space on MDTC's main campus. Regent/Trustee Majors asked about internship opportunities, to which Foster confirmed ongoing discussions with hotels, event centers, and tourism boards in the OKC metro area.

In response to a growing STEM gap among 9th and 10th graders, MDTC is launching a STEM/CTE Exploratory Outreach program. Starting in 2025-26, freshmen will spend 1.5 hours daily on campus for hands-on exposure to STEM careers, before expanding to include 10th graders in 2026-27. Foster projected that 42 students would enroll in the pilot year, growing to 100 in its second year. Chairman Smith asked about barriers to student participation, to which Foster identified transportation challenges and emphasized the need for district-level cooperation to facilitate busing solutions.

Additionally, MDTC is exploring the possibility of becoming a GED provider by applying for ODCTE grant opportunities in March 2026. Foster revealed that 88% of survey respondents supported offering a GED program, citing frequent community requests for high school equivalency preparation. When Regent/Trustee Croak asked about sustainability, she acknowledged the importance of long-term funding strategies and potential state and local financial support.

Expanding Healthcare Pathways & Industry-Sponsored Programs: Foster shared plans for an LPN Select program, which would allow high school seniors to begin LPN coursework, accelerating their path to nursing certification. In addition, MDTC is evaluating new health programs, including Surgical Technology, Sports Medicine, and Phlebotomy, to align with industry demand.

MDTC is also in discussions with utility companies regarding a Utility Line Locator program, a company-sponsored initiative that would train high school and adult students in electrical line

maintenance and infrastructure safety. The program is expected to serve 15-30 students in its first year, though space constraints remain a concern.

Funding & Budget Considerations: Foster provided an overview of MDTC’s funding structure, noting that local revenue sources, including tuition and Tinker Tech contracts, account for a significant portion of its budget. She flagged a projected \$250,000 reduction in Tinker Tech contract revenue due to a shift away from CPR training.

State funding through ODCTE formula allocations and block grants totals \$1.5 million, supplemented by a one-time allocation of \$665,000 aimed at reducing waitlists, increasing enrollment, and launching new apprenticeships. Federal funding, largely supported by Carl Perkins grants, has seen reductions, though MDTC has successfully secured additional special-purpose grants in Career Pathways, Special Populations, and Workforce Development.

Board Response & Closing Remarks: Foster expressed her appreciation to the Board of Regents and Rose State leadership for their continued support and strategic partnership. She emphasized that collaborative efforts are essential to scaling MDTC’s programs, meeting student needs, and ensuring economic mobility for Oklahoma’s workforce.

Board members commended Foster’s leadership and institutional growth. Regent/Trustee Clabes, who had previously been skeptical about MDTC’s trajectory, acknowledged the remarkable improvements under Foster’s tenure. Chairman Smith reaffirmed the Board’s commitment to supporting MDTC’s initiatives, recognizing the critical role it plays in preparing students for high-demand careers.

With no further discussion, the Board proceeded to the next agenda item.

7. Academic Affairs – Provost/Vice President.

- a. Report, discussion, and possible action from the Academic Affairs Committee related to the reauthorization of the Dove Schools Charter. Page 12. (R&T)

Provost Hurst provided an overview of Dove Schools, a high-performing STEM-focused charter network under Rose State’s sponsorship. He highlighted strong financial reserves of \$7 million, allowing the school to operate 120 days without additional funding. Academically, three Dove campuses received "A" ratings, while two newer locations earned "B" ratings, which he projected would improve as they matured.

The committee recommended reauthorizing the charter, while also reducing the authorization fee from 3% to 2% to align with enrollment growth and ensure more funds remain in the classroom. Regent/Trustee Clabes inquired whether the fee reduction would impact Rose State’s oversight capabilities. Dr. Hurst assured the Board that the increased student population would offset the fee adjustment, ensuring sufficient funding for compliance and support services.

Following discussion and at the request of Chairman Smith, Regent/Trustee Willard moved to approve the reauthorization of Dove Schools’ charter with the adjusted 2% fee. The motion was seconded by Regent/Trustee Hill. The vote was as follows:

- | | |
|------------------|------------------|
| Position 1 – aye | Position 2 – aye |
| Position 3 – aye | Position 4 – aye |
| Position 5 – aye | Position 6 – aye |
| Position 7 – aye | |

All Regents/Trustees present voted aye, and the motion passed.

- b. Report, discussion, and possible action from the Academic Affairs Committee related to the Academic Year 2024-2025 Program Reviews. Page 13. (R&T)

Provost Hurst then provided an overview of the annual academic program review, which evaluated six degree programs based on enrollment trends, student outcomes, and financial sustainability.

The Nursing (Associate in Science – Baccalaureate Track) program remained strong but

faced capacity challenges due to increasing enrollment and growing workforce demand. With available space already at a premium, additional faculty and lab space were needed to maintain accreditation standards. Regent/Trustee Croak asked whether existing resources could support an expansion, to which Provost Hurst responded that the college was actively seeking additional funding and industry partnerships to address these needs.

The Earth & Environmental Science (Associate in Science) program encountered difficulties related to frequent curriculum changes at four-year transfer institutions, complicating alignment for students. Instead of continuously adjusting Rose State's curriculum to match shifting university requirements, the review committee recommended standardizing the program to provide greater stability for students transferring to multiple institutions.

The Engineering (Associate in Science) program remained in high demand but continued to struggle with faculty recruitment due to competition from private industry. Regent/Trustee Laure Vaught Majors suggested exploring industry partnerships, which Provost Hurst agreed could be an effective solution. By bringing in practicing engineers as part-time instructors, the college could ensure students receive up-to-date instruction while addressing hiring challenges.

The Enterprise Development (Associate in Arts) program, which primarily serves adult learners and career changers, continued to show steady enrollment. However, Provost Hurst acknowledged that the program's visibility could be improved, as some potential students were unaware of its benefits or availability. The review committee recommended enhancing marketing efforts to better reach non-traditional students seeking career advancement opportunities.

The Pre-Education (Associate in Arts) program maintained consistent enrollment, but student advising emerged as a key area for improvement. Some students, unaware of available transfer agreements, were not always following the most direct pathways to a four-year institution.

Regent/Trustee Willard asked what was being done to address this, and Provost Hurst explained that the college was working on better articulation agreements and more proactive advising sessions to ensure students had clear, structured transfer plans.

Finally, the Psychology (Associate in Arts) program remained one of the most popular at Rose State, with enrollment numbers continuing to increase each year. However, faculty workload had grown significantly, raising concerns about maintaining high levels of student engagement and course availability. To address this, the review committee recommended exploring additional faculty support options to ensure students continued to receive quality instruction.

Following discussion and at the request of Chairman Smith, Regent/Trustee Majors moved to approve the program review recommendations, reinforcing Rose State's commitment to data-driven decision-making and resource allocation. The motion was seconded by Regent/Trustee Willard. The vote was as follows:

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regent/Trustees present voted aye, and the motion passed.

8. Administrative Services – Executive Vice President.

- a. Request approval to engage the services of Crawford and Associates for Internal Auditing Services for the Period of 1/1/2024 to 12/31/2024. Page 14. (R&T)

Executive Vice President Lashley introduced the annual request to engage Crawford & Associates for internal auditing services, covering the 2024 calendar year audit. This engagement ensures that internal controls, financial practices, and compliance standards remain aligned with institutional policies and state regulations. He outlined the key audit areas for this cycle, which

include:

- Encumbrance and Pre-Audit System Compliance – Ensuring budgeted funds are properly accounted for and spent according to policy.
- Cash Handling & Bursar Functions – Verifying that cash transactions and auxiliary services follow established financial safeguards.
- HR and Payroll Procedures – Auditing the hiring process, employee benefits, and payroll functions to maintain compliance with state and federal requirements.
- Continuing Education Contract Review – Examining enrollment reporting accuracy and contract fulfillment within Rose State’s continuing education programs.
- Foundation Contract Compliance – Reviewing the college’s contractual relationship with the Rose State College Foundation to ensure both parties meet agreed-upon obligations.

Regent/Trustee Croak asked whether the internal audit fee structure had changed from the previous year, to which Dr. Lashley confirmed that Crawford & Associates had maintained the same pricing, despite expanded audit scope in some areas.

Following discussion, Chairman Smith requested a motion. Regent/Trustee Croak moved to approve the engagement, and Regent/Trustee Mejstrik seconded the motion. There were no further questions or discussion. The vote was as follows:

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regent/Trustees present voted aye, and the motion passed.

- b. Request approval to engage the services of Crawford and Associates for Financial Statement Consulting and Preparation Services for Fiscal Year 2025. Page 15. (R&T)

Executive Vice President Lashley presented the request to engage Crawford & Associates for financial statement consulting and preparation services for FY 2025. This engagement ensures that Rose State’s financial statements meet reporting standards required for external audits and state oversight.

He noted that Crawford & Associates would begin fieldwork in June, starting with financial aid compliance testing, followed by a full review of the college’s financial records in August. The final audit results would be presented to the Board in the fall.

Regent/Trustee Hill inquired whether there was any potential conflict of interest in Crawford & Associates performing both internal auditing and financial statement preparation. EVP Lashley addressed the concern by explaining that Oklahoma law requires external auditors to conduct a separate independent audit, serving as an additional layer of oversight. He assured the Board that many institutions in the state use Crawford & Associates for both services, as their role in financial statement preparation is strictly consultative, not evaluative.

With no further questions, Chairman Smith requested a motion. Regent/Trustee Croak moved to approve the engagement, and Regent/Trustee Hill seconded the motion. The vote was as follows:

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regent/Trustees present voted aye, and the motion passed.

- c. Request for authorization to submit to the Oklahoma State Regent/Trustees for Higher Education requests to increase, establish and modify various academic service fees for selected courses and services. Page 16. (R&T)

Executive Vice President Lashley presented a proposal to modify select academic service fees to ensure that specialized programs remain financially sustainable while maintaining affordability for students. He emphasized that these fees are not intended as revenue generators but rather to offset rising costs associated with software, equipment, and instructional resources.

The first adjustment proposed was a new \$3.50 per credit hour fee for Advanced Applied Technology courses, aimed at covering specialized software licensing, training modules, and lab equipment. Dr. Lashley noted that this would generate approximately \$8,400 annually, though it would only partially offset the growing costs of technology integration in applied sciences.

A second proposal introduced a \$3.50 per credit hour fee for Customized Remote Instruction, specifically to fund secure learning management systems required for Department of Corrections students and other specialized distance-learning populations. He explained that traditional platforms like Canvas cannot be used in certain settings due to security restrictions, necessitating additional software investments like Lantern. This fee is projected to generate \$9,000 annually to help cover licensing and maintenance costs.

The final adjustment involved a \$5 increase to the existing STEM Laboratory Fee, raising it from \$15 to \$20 per course. Dr. Lashley noted that STEM courses—particularly in Nursing, Radiologic Technology, and Dental Hygiene—require costly lab equipment and consumables. While federal ARPA funds previously helped offset these expenses, those funds are no longer available, making this adjustment necessary to help cover rising operational costs. The increase is projected to generate \$45,000 annually, though it remains below the total cost of maintaining these labs.

During discussion, Chairman Greg Smith asked whether these fees would fully cover

associated costs, to which Dr. Lashley clarified that they were intended only as a cost-mitigation measure, not full funding replacements. Regent/Trustee Hill questioned whether the STEM fee should be raised further, but Dr. Lashley cautioned against exceeding affordability thresholds for students, noting that future adjustments could be reconsidered if needed.

Following deliberation, Chairman Smith requested a motion. Regent/Trustee Croak moved to approve the fee adjustments, with Regent/Trustee Willard seconding the motion. There were no further questions or discussion. The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – aye	Position 6 – aye
Position 7 – aye	

All Regent/Trustees present voted aye, and the motion passed.

9. Executive Session – Chairman.

The Board of Regent/Trustees/Trustees may convene an executive session, as authorized by 25 O.S. §307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

Aitson-Roessler, Ms. Mechelle
Al Shorepy, Dr. Salih
Baker, Ms. Hailey
Baker, Ms. Rosemarie
Boger, Dr. Elizabeth
Campbell-Checorski, Ms. Lauren
Cherrington, Mr. William
Christenberry, Ms. Tonya
Cobb, Dr. Britni
Cooper, Mr. Coty
Davenport, Mr. James
Edmond, Ms. Shar’Nell
Glidewell, Ms. Kylene
Harzman, Dr. Kirby

Hayt, Dr. Melissa
Herbert, Ms. Tiffany
Hollis, Dr. Tammi
Howland, Ms. Kasie
Hunt, Ms. Meaghan
Larsen, Mr. Adam
Mikeman, Ms. Cindy
Nutter, Ms. Alberta
Poole-Endsley, Dr. Anita
Scales, Dr. Alton
Snoddy, Ms. April
Vannoy, Ms. Faith
Webb, Dr. Jeanie

Page 17. (R&T)

Chairman Greg Smith inquired whether it was legal and proper to convene an executive session under Agenda Item #9, as authorized by Oklahoma Statutes Title 25 O.S. §307(B)(1). College Attorney Ray Vincent confirmed that it was appropriate to proceed, allowing the Board to discuss personnel matters.

Regent/Trustee Brandon Clabes made a motion to convene the executive session, which was seconded by Regent/Trustee Majors. There were no questions or discussion. The vote was as follows:

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regent/Trustees present voted aye, and the motion passed, and the executive session commenced at 12:32 p.m.

During the closed session, only Board members and the designated search consultant were present. President Jeanie Webb and all other staff and attendees were excused.

At 1:48 p.m., the Board returned to regular session.

10. Possible Executive Session Action(s) – Chairman.

Possible action as discussed in Executive Session. Page 18. (R&T)

At the request of Chairman Smith, Regent/Trustee Brandon Clabes made the following motion:

"Mr. Chairman, I move to approve the formal opening of a Rose State College presidential search, beginning January 24, 2025, including the adoption of the Presidential Profile, the adoption

of the search timeline, and the formation of the Presidential Search Committee, as provided within the Board of Regents and Rose State College Board policy and procedures. Additionally, all information regarding the presidential search process should be made available on the college website as early as tonight or by tomorrow."

Regent/Trustee Majors seconded the motion. There were no questions or discussion. The vote was as follows:

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regent/Trustees present voted aye, and the motion passed.

11. President's Report – President.

a. Report on meeting dates/items of interest. Page 19. Informational item only. (R&T)

President Webb provided an update on key upcoming events and institutional matters. She began by noting that enrollment for the current term is up by 5%, commending the efforts of faculty, staff, and administration in ensuring continued growth. She reminded the Board that the budget for FY2025 was built around projections of flat enrollment, making the increase especially significant.

Dr. Webb then provided a list of important upcoming dates, including:

- February 12, 2025 – Higher Education Day at the Oklahoma State Capitol, an event organized by the Oklahoma State Regents for Higher Education, where representatives from institutions across the state will meet with lawmakers to discuss higher education priorities.

- February 20, 2025 – Next Regular Board Meeting at 11:30 a.m.
- March 17-21, 2025 – Campus Closed for Spring Break.
- April 15, 2025 – Student Life Banquet at 5:00 p.m. in the FNB Community Bank Ballroom.
- April 17, 2025 – Regular Board Meeting at 11:30 a.m.
- May 9, 2025 – Commencement Ceremony, which will be Dr. Webb’s final commencement as president. She expressed excitement about participating in one last graduation event with the students she has mentored.
- May 15, 2025 – Regular Board Meeting at 11:30 a.m.
- May 26, 2025 – Campus Closed for Memorial Day Holiday.
- June 12, 2025 – Regular Board Meeting at 11:30 a.m.
- June 19, 2025 – Campus Closed for Juneteenth Holiday.

Dr. Webb noted that additional events and activities would be forthcoming, with further updates to be provided in future communications.

There were no board actions required or taken on this agenda item.

12. Regent/Trustees/Trustees Comments and/or Suggestions.

Regent/Trustee Clabes expressed his appreciation for the work done in preparation for the presidential search process. He specifically recognized the efforts of Cordell Jordan, Emily Fisher, and Michelle Nutter, as well as Regents/Trustees Majors and Croak, for their contributions in assembling the necessary materials and ensuring a structured and transparent search process. He further extended gratitude to the entire Board for their engagement in the process.

Chairman Smith echoed Regent Clabes’ sentiments, expressing appreciation for the dedication of those involved in the presidential search planning and the overall governance of the

college. He also took a moment to recognize the students and staff in attendance, acknowledging their participation and commitment to Rose State College. He emphasized that their engagement in these meetings reflects the strength and unity of the Rose State College community.

With no further comments from the Board, the meeting proceeded to the next agenda item.

13. New Business. Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting” of the Agenda. (R&T)

There was no new business presented for the board’s consideration.

14. Adjournment.

Chairman Smith requested a motion to adjourn. Regent/Trustee Croak moved to adjourn and was seconded by Regent/Trustee Mejstrik. The vote was as follows.

Position 1 – aye

Position 2 – aye

Position 3 – aye

Position 4 – aye

Position 5 – aye

Position 6 – aye

Position 7 – aye

All Regent/Trustees/Trustees present voted aye. The motion passed, and the meeting was adjourned at 1:55 p.m.

ADOPTED THIS _____ DAY OF _____, 2025.

Greg Smith, Chairman

Attest:

Norm Mejstrik, Secretary

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #5b:

Consent Agenda

SUBJECT: Minutes

RECOMMENDATION:

Recommend approval as part of the Consent Agenda.

STAFF ANALYSIS:

Minutes – Special Joint Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – April 7, 2025 on the attached pages are recommended for approval.

JW/mn

Attachments

**ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
6420 S.E. 15th Street
Midwest City, OK 73110
Administration Building, Regents' Conference Room

MINUTES

**Joint Special Meeting, April 7, 2025, 3:30 p.m.
Chairman Gregory C. Smith, Presiding**

The Board of Regents for Rose State College and the Board of Trustees for the Rose State College Technical Area Education District met in special joint session at 3:30 p.m., Monday, April 7, 2025, in the Administration Building, Regents' Conference Room, 6420 S.E. 15th Street, Midwest City, Oklahoma. Notice of the meeting was originally filed with the Secretary of State on March 26, 2025. The agenda was posted by 3:30 p.m., Thursday, April 1, 2025, in accordance with the provisions of the Open Meeting Act.

As authorized by 70 O.S. § 4410 and 4423: This is a joint meeting of the Rose State College Board of Regents and the Board of Trustees for the Technical Area Education District. The Board members of each entity are comprised of the same individuals, but may be taking action in the capacity of a member of the Board of Regents for Rose State College, or in the capacity of a member of the Board of Trustees for the Technical Area Education District, or in both capacities. Therefore, the text box on each item of the Agenda will indicate whether the item is presented for consideration and possible action by the Board of Regents for Rose State College ("Regents' Item"), by the Board of Trustees for the Technical Area Education District ("Trustees' Item"), or by both entities ("Regents and Trustees Item"), and the action and votes will be recorded appropriately. In the event an item is not specified, then, unless expressly stated otherwise, the item shall be deemed to be presented to and acted upon by the Board of Regents for Rose State College and the Board of Trustees for the Technical Area Education District. On the agenda listing, the designations will be (R) for Regents' Item; (T) for Trustees' Item; and (R&T) for Regents and Trustees' Item.

1. Call to Order – Chairman.

Chairman Smith convened a joint special meeting of the Rose State College Board of Regents/Board of Trustees for the Technical Area Education District at 3:30 p.m.

2. Roll Call – Secretary.

Secretary Mejstrik called the roll.

Position 1 – Brandon Clabes

Position 2 – Chris Hill

Position 3 – Stacy Willard

Position 4 – Gregory Smith

Position 5 – absent

Position 6 – William H. Croak

Position 7 – Norm Mejstrik

Chairman Smith confirmed the presence of a quorum. With his approval, Regent/Trustee Clabes requested that the minutes reflect Regent/Trustee Majors' absence due to her recent surgery.

3. Announcements/Introductions and Hearing of Delegations – President.

President Webb briefly introduced Mr. Travis Hurst, Provost/Vice President for Academic Affairs and a finalist in the Presidential Search Process. She also announced that there were no requests from delegations. College Attorney, Ray Vincent was present.

4. Communications of Interest PowerPoint Presentation – President.

Notice of Meeting filed with the Secretary of State on March 26, 2025. Informational item only. Page 3. (R&T)

President Webb reported that page 3 of the agenda packet includes the notice of the Special Meeting, filed with the Secretary of State on March 26, 2025.

5. Executive Session – Chairman. (No action to be taken.)

The Board of Regents/Trustees may convene an executive session, as authorized by 25 O.S. §307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

Hurst, Mr. Travis

Page 4. (R&T)

Chairman Smith inquired whether it was proper and lawful to convene an executive session. College Attorney Ray Vincent confirmed that it was.

Regent/Trustee Croak moved to convene an executive session, seconded by Regent/Trustee Mejstrik. There were no questions or discussion. The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – absent	Position 6 – aye
Position 7 – aye	

The Board entered into executive session at 3:32 p.m. During the session, only Board members, the College Attorney, and Mr. Travis Hurst were present. President Jeanie Webb, along with all other staff and attendees, was excused from the room.

At 5:31 p.m., the Board returned to regular session.

6. Executive Session Action – Chairman.

Possible action as discussed in Executive Session. Page 5. (R&T)

There were no motions from the Board as a result of Executive Session.

7. Adjournment.

With no further business, Chairman Smith requested a motion to adjourn. Regent/Trustee Clabes moved to adjourn and the motion was seconded by Regent/Trustee Hill. There were no questions or discussion. The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – absent	Position 6 – aye
Position 7 – aye	

All Regents/Trustee present voted aye, and the motion passed and the meeting was adjourned at 5:32 p.m.

ADOPTED THIS _____ DAY OF _____, 2025.

Gregory C. Smith, Chairman

Attest:

Norm Mejstrik, Secretary

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #5c:

Consent Agenda

SUBJECT: Minutes

RECOMMENDATION:

Recommend approval as part of the Consent Agenda.

STAFF ANALYSIS:

Minutes – Special Joint Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – April 8, 2025 on the attached pages are recommended for approval.

JW/mn

Attachments

**ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
6420 S.E. 15th Street
Midwest City, OK 73110
Administration Building, Regents' Conference Room

MINUTES

**Joint Special Meeting, April 8, 2025, 3:30 p.m.
Chairman Gregory C. Smith, Presiding**

The Board of Regents for Rose State College and the Board of Trustees for the Rose State College Technical Area Education District met in special joint session at 3:30 p.m., Tuesday, April 8, 2025, in the Administration Building, Regents' Conference Room, 6420 S.E. 15th Street, Midwest City, Oklahoma. Notice of the meeting was originally filed with the Secretary of State on March 26, 2025. The agenda was posted by 3:30 p.m., Thursday, April 1, 2025, in accordance with the provisions of the Open Meeting Act.

As authorized by 70 O.S. § 4410 and 4423: This is a joint meeting of the Rose State College Board of Regents and the Board of Trustees for the Technical Area Education District. The Board members of each entity are comprised of the same individuals, but may be taking action in the capacity of a member of the Board of Regents for Rose State College, or in the capacity of a member of the Board of Trustees for the Technical Area Education District, or in both capacities. Therefore, the text box on each item of the Agenda will indicate whether the item is presented for consideration and possible action by the Board of Regents for Rose State College ("Regents' Item"), by the Board of Trustees for the Technical Area Education District ("Trustees' Item"), or by both entities ("Regents and Trustees Item"), and the action and votes will be recorded appropriately. In the event an item is not specified, then, unless expressly stated otherwise, the item shall be deemed to be presented to and acted upon by the Board of Regents for Rose State College and the Board of Trustees for the Technical Area Education District. On the agenda listing, the designations will be (R) for Regents' Item; (T) for Trustees' Item; and (R&T) for Regents and Trustees' Item.

1. Call to Order – Chairman.

Chairman Smith convened a joint special meeting of the Rose State College Board of Regents/Board of Trustees for the Technical Area Education District at 3:29 p.m.

2. Roll Call – Secretary.

Secretary Mejstrik called the roll.

Position 1 – Brandon Clabes

Position 2 – Chris Hill

Position 3 – Stacy Willard

Position 4 – Gregory Smith

Position 5 – absent

Position 6 – William H. Croak

Position 7 – Norm Mejstrik

Chairman Smith confirmed the presence of a quorum and requested that the minutes reflect Regent/Trustee Majors' absence due to her recent surgery.

3. Announcements/Introductions and Hearing of Delegations – President.

President Webb briefly introduced Dr. Gregory Nichols, a finalist in the Presidential Search Process. She also announced that there were no requests from delegations. College Attorney Ray Vincent was present.

4. Communications of Interest PowerPoint Presentation – President.

Notice of Meeting filed with the Secretary of State on March 26, 2025. Informational item only. Page 3. (R&T)

Chairman Smith noted that page 3 of the agenda packet contained the official notice of the Special Meeting, which was filed with the Secretary of State on March 26, 2025.

5. Executive Session – Chairman. (No action to be taken.)

The Board of Regents/Trustees may convene an executive session, as authorized by 25 O.S. §307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

Nichols, Dr. Gregory

Page 4. (R&T)

Chairman Smith inquired whether it was proper and lawful to enter executive session. College Attorney Ray Vincent confirmed that it was appropriate under this agenda item.

Regent/Trustee Mejstrik moved to convene an executive session, seconded by Regent/Trustee Willard. There were no questions or discussion. The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – absent	Position 6 – aye
Position 7 – aye	

The Board entered into executive session at 3:30 p.m. During the session, only Board members, the College Attorney, and Dr. Gregory Nichols were present. President Jeanie Webb and all other staff and attendees were excused from the room.

The Board returned to regular session at 5:36 p.m.

6. Executive Session Action – Chairman.

Possible action as discussed in Executive Session. Page 5. (R&T)

There were no motions from the Board as a result of Executive Session.

7. Adjournment.

With no further business, Chairman Smith requested a motion to adjourn. Regent/Trustee Hill moved to adjourn, seconded by Regent/Trustee Croak. There were no questions or discussion.

The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – absent	Position 6 – aye
Position 7 – aye	

All Regents/Trustees present voted aye. The motion carried, and the meeting was adjourned at 5:38 p.m.

ADOPTED THIS _____ DAY OF _____, 2025.

Gregory C. Smith, Chairman

Attest:

Norm Mejstrik, Secretary

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #5d:

Consent Agenda

SUBJECT: Minutes

RECOMMENDATION:

Recommend approval as part of the Consent Agenda.

STAFF ANALYSIS:

Minutes – Special Joint Meeting of the Rose State College Board of Regents and Board of Trustees for the Rose State College Technical Area Education District – April 9, 2025 on the attached pages are recommended for approval.

JW/mn

Attachments

**ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
6420 S.E. 15th Street
Midwest City, OK 73110
Administration Building, Regents' Conference Room

MINUTES

**Joint Special Meeting, April 9, 2025, 3:30 p.m.
Chairman Gregory C. Smith, Presiding**

The Board of Regents for Rose State College and the Board of Trustees for the Rose State College Technical Area Education District met in special joint session at 3:30 p.m., Wednesday, April 9, 2025, in the Administration Building, Regents' Conference Room, 6420 S.E. 15th Street, Midwest City, Oklahoma. Notice of the meeting was originally filed with the Secretary of State on March 26, 2025. The agenda was posted by 3:30 p.m., Thursday, April 1, 2025, in accordance with the provisions of the Open Meeting Act.

As authorized by 70 O.S. § 4410 and 4423: This is a joint meeting of the Rose State College Board of Regents and the Board of Trustees for the Technical Area Education District. The Board members of each entity are comprised of the same individuals, but may be taking action in the capacity of a member of the Board of Regents for Rose State College, or in the capacity of a member of the Board of Trustees for the Technical Area Education District, or in both capacities. Therefore, the text box on each item of the Agenda will indicate whether the item is presented for consideration and possible action by the Board of Regents for Rose State College ("Regents' Item"), by the Board of Trustees for the Technical Area Education District ("Trustees' Item"), or by both entities ("Regents and Trustees Item"), and the action and votes will be recorded appropriately. In the event an item is not specified, then, unless expressly stated otherwise, the item shall be deemed to be presented to and acted upon by the Board of Regents for Rose State College and the Board of Trustees for the Technical Area Education District. On the agenda listing, the designations will be (R) for Regents' Item; (T) for Trustees' Item; and (R&T) for Regents and Trustees' Item.

1. Call to Order – Chairman.

Chairman Smith convened a joint special meeting of the Rose State College Board of Regents/Board of Trustees for the Technical Area Education District at 3:30 p.m.

2. Roll Call – Secretary.

Secretary Mejstrik called the roll.

Position 1 – Brandon Clabes

Position 2 – Chris Hill

Position 3 – Stacy Willard

Position 4 – Gregory Smith

Position 5 – absent

Position 6 – William H. Croak

Position 7 – Norm Mejstrik

Chairman Smith confirmed the presence of a quorum. With the Chairman’s approval, Regent/Trustee Clabes requested that the minutes reflect Regent/Trustee Majors' absence due to her recent surgery.

3. Announcements/Introductions and Hearing of Delegations – President.

President Webb briefly introduced Dr. Shawn Powell, a finalist in the Presidential Search Process. She also announced that there were no requests from delegations. College Attorney Ray Vincent was present.

4. Communications of Interest PowerPoint Presentation – President.

Notice of Meeting filed with the Secretary of State on March 26, 2025. Informational item only. Page 3. (R&T)

President Webb reported that page 3 of the agenda packet includes the notice of the Special Meeting, filed with the Secretary of State on March 26, 2025.

5. Executive Session – Chairman. (No action to be taken.)

The Board of Regents/Trustees may convene an executive session, as authorized by 25 O.S. §307(B)(1) for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

Powell, Dr. Shawn

Page 4. (R&T)

Chairman Smith inquired whether it was proper and lawful to convene an executive session. College Attorney Ray Vincent confirmed that it was legal and proper.

Regent/Trustee Hill moved to convene an executive session, seconded by Regent/Trustee Mejstrik. There were no questions or discussion. The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – absent	Position 6 – aye
Position 7 – aye	

The Board entered into executive session at 3:32 p.m. During the session, only Board members, the College Attorney, and Dr. Shawn Powell were present. President Jeanie Webb, along with all other staff and attendees, was excused from the room.

At 5:45 p.m., the Board returned to regular session.

6. Executive Session Action – Chairman.

Possible action as discussed in Executive Session. Page 5. (R&T)

There were no motions from the Board as a result of Executive Session.

7. Adjournment.

With no further business, Chairman Smith requested a motion to adjourn. Regent/Trustee Croak moved to adjourn and the motion was seconded by Regent/Trustee Hill. There were no questions or discussion. The vote was as follows:

Position 1 – aye	Position 2 – aye
Position 3 – aye	Position 4 – aye
Position 5 – absent	Position 6 – aye
Position 7 – aye	

All Regents/Trustee present voted aye, and the motion passed and the meeting was adjourned at 5:46 p.m.

ADOPTED THIS _____ DAY OF _____, 2025.

Gregory C. Smith, Chairman

Attest:

Norm Mejstrik, Secretary

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #5e:

Consent Agenda

SUBJECT: Purchases and/or contractual services of \$75,000 or more for the month of April 2025

RECOMMENDATION:

Recommend approval as part of the Consent Agenda

STAFF ANALYSIS:

The purchases and contractual services for the month of April listed on the attached page are recommended for approval.

JW/se

Attachments

**Purchases for Approval
of \$75,000 and over
April 17, 2025**

Item	Amount	Vendor	Source of Funding	Area	Type of Purchase
Administrative Services					
Capture Higher Ed Recruitment Marketing Services	\$107,560	Capture Higher Ed	TECH	Marketing	Contract

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #5f:

Consent Agenda

SUBJECT: Rose State College Financial Reports for December 2024, January 2025, and February 2025

RECOMMENDATION:

Recommend approval as part of the Consent Agenda

STAFF ANALYSIS:

Attached are the financial reports for the Rose State College Educational and General Budget, Parts I and II, and the 750 Fund Accounts as of December 1, 2024, January 1, 2025, and February 1, 2025. The 750 Fund financial reports reflect the balances as of December 1, 2024, January 1, 2025, and February 1, 2025; the collections and disbursements during those months; 750 Fund interest earnings for those months; and the balances as of December 31, 2024, January 31, 2025, and February 28, 2025.

The funds and income sources are as follows:

- Fund 290 (State appropriations and revolving funds from tuition and fees, reimbursable costs from grants and contracts, etc.)
- Fund 295 (Revolving capital improvement)
- Fund 430 (Gifts, grants, and contracts from federal, state, and local agencies)
- Fund 490 (Government Stimulus)
- Fund 497 (ARPA)
- Fund 750 (Student activity, auxiliary, club, student financial aid, and miscellaneous accounts)
- Fund 789 (Payroll and withholding transfers)

All checks issued from the Educational and General Budget are warrants of the State of Oklahoma, which are in compliance with Title 62, O.S. 1971, Section 41.

JW/se

Attachments

**ANALYSIS OF 750 FUND CASH ACCOUNTS
DECEMBER 2024**

Prior Month Ending Balance	\$ 5,107,321.73	\$ 10,841,854.56	\$ 15,949,176.29
Prior Month Adjustments			
	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
CASH BALANCE December 1, 2024	\$ 5,107,321.73	10,841,854.56	15,949,176.29
REVENUES AND OTHER ADDITIONS:			
Federal Grants and Scholarships	\$	42,312.56	\$ 42,312.56
Sales and Services of Auxiliary Departments	183,514.10		183,514.10
Student Activity, Cultural, Graduation and Parking Fees	39,494.04		39,494.04
Student Facility Fees		0.00	(37,132.48)
Investment Income Received	36,219.82	10,409.38	46,629.20
Endowments		785.67	785.67
Loan Collections			0.00
Agency Custodial Fund Receipts	175,403.58		175,403.58
TOTAL REVENUES AND OTHER ADDITIONS	\$ 434,631.54	\$ 16,375.13	\$ 451,006.67
TOTAL CASH AVAILABLE FOR DISBURSEMENTS	\$ 5,541,953.27	\$ 10,858,229.69	\$ 16,400,182.96
EXPENDITURES AND OTHER DEDUCTIONS:			
Student Activities	\$ 209,728.53		209,728.53
Auxiliary Enterprises	314,012.17		314,012.17
Scholarships and Other Student Aid		50,643.20	50,643.20
Endowments		1,982.09	1,982.09
Loans Advanced/Administrative & Collection Costs		0.00	0.00
Bond Fund Payment-Retirement of Debt (Student Facility Fee)		80,589.41	80,589.41
Agency Custodial Fund Disbursements	81,409.03		81,409.03
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	\$ 605,149.73	\$ 133,214.70	\$ 738,364.43
NET INCREASE (DECREASE)	\$ (170,518.19)	\$ (116,839.57)	\$ (287,357.76)
CASH BALANCE December 31, 2024	\$ 4,936,803.54	\$ 10,725,014.99	\$ 15,661,818.53

**ROSE STATE COLLEGE
STATE (OMES) FINANCIAL REPORT
December 31, 2024**

Balances December 1, 2024

Fund 290	Educational & General	\$6,511,310.96	
Fund 295	Capital Improvements	\$5,659,166.28	
Fund 430	Grants & Contracts	\$827,239.64	
Fund 490	Government Stimulus	\$509,340.42	
Fund 497	ARPA	\$27,113.41	
Fund 750	Agency Special	\$16,588,967.03	
Fund 789	Payroll and Withholdings Transfers	\$101,997.86	
Fund 790	Medical Self Insurance	\$1,786.45	\$30,226,922.05

COLLECTIONS/INTEREST:

Fund 290	Educational & General	\$2,670,285.57	
Fund 295	Capital Improvements	\$25,000.00	
Fund 430	Grants & Contracts	\$77,189.41	
Fund 490	Government Stimulus	\$1,640.74	
Fund 497	ARPA	\$122,597.55	
Fund 750	Agency Special	\$570,024.47	
Fund 789	Payroll and Withholdings Transfers	\$2,684,016.32	
Fund 790	Medical Self Insurance	\$0.00	\$6,150,754.06

Beginning Balance Plus Collections **\$36,377,676.11**

DISBURSEMENTS:

Fund 290	Educational & General	\$3,094,515.88	
Fund 295	Capital Improvements	\$3,628.79	
Fund 430	Grants & Contracts	\$199,336.14	
Fund 490	Government Stimulus	\$3,925.74	
Fund 497	ARPA	\$2,312.57	
Fund 750	Agency Special	724,893.70	
Fund 789	Payroll and Withholdings Transfers	\$2,628,213.05	
Fund 790	Medical Self Insurance	\$0.00	\$6,656,825.87

Balances December 31, 2024

Fund 290	Educational & General	\$6,087,080.65	
Fund 295	Capital Improvements	\$5,680,537.49	
Fund 430	Grants & Contracts	\$705,092.91	
Fund 490	Government Stimulus	\$507,055.42	
Fund 497	ARPA	\$147,398.39	
Fund 750	Agency Special	\$16,434,097.80	
Fund 789	Payroll and Withholdings Transfers	\$157,801.13	
Fund 790	Medical Self Insurance	\$1,786.45	

Total (All Funds)

10b

\$29,720,850.24

**FINANCIAL REPORT
INTEREST INCOME REPORT
INVESTMENT OF 750 FUNDS**

DECEMBER 2024

Investment Account	Investment Amount	Interest Earned for the Month	Interest Earned for Fiscal Year
Student Activity Fees	5,573,262.90	28,666.90	157,882.74
Auxiliary Enterprises (positive balances only)	252,044.19	1,296.43	8,747.60
Student Senate Marquee	21,372.90	109.93	633.75
Retirement Reserve	1,046,093.49	5,380.74	30,319.14
Endowment Funds	619,421.10	3,186.08	18,410.64
Agency Funds	310,057.30	1,594.83	8,187.81
Student Facility Fees	1,482,686.19	7,626.41	44,517.72

**ANALYSIS OF 750 FUND CASH ACCOUNTS
JANUARY 2025**

Prior Month Ending Balance	\$ 4,936,803.54	\$ 10,725,014.99	\$ 15,661,818.53
Prior Month Adjustments			
	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
CASH BALANCE January 1, 2025	\$ <u>4,936,803.54</u>	<u>10,725,014.99</u>	<u>15,661,818.53</u>
REVENUES AND OTHER ADDITIONS:			
Federal Grants and Scholarships	\$ 50,686.76		\$ 50,686.76
Sales and Services of Auxiliary Departments	315,006.49		315,006.49
Student Activity, Cultural, Graduation and Parking Fees	159,520.60		159,520.60
Student Facility Fees		139,006.95	139,006.95
Investment Income Received	37,048.83	10,812.49	47,861.32
Endowments		94,536.55	94,536.55
Loan Collections			0.00
Agency Custodial Fund Receipts	80,952.71		80,952.71
TOTAL REVENUES AND OTHER ADDITIONS	\$ <u>592,528.63</u>	\$ <u>295,042.75</u>	\$ <u>887,571.38</u>
TOTAL CASH AVAILABLE FOR DISBURSEMENTS	\$ <u>5,529,332.17</u>	\$ <u>11,020,057.74</u>	\$ <u>16,549,389.91</u>
EXPENDITURES AND OTHER DEDUCTIONS:			
Student Activities	\$ 49,515.78		49,515.78
Auxiliary Enterprises	391,334.83		391,334.83
Scholarships and Other Student Aid		50,716.28	50,716.28
Endowments		3,474.36	3,474.36
Loans Advanced/Administrative & Collection Costs		0.00	0.00
Bond Fund Payment-Retirement of Debt (Student Facility Fee)		80,589.41	80,589.41
Agency Custodial Fund Disbursements	1,443,574.02		1,443,574.02
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	\$ <u>1,884,424.63</u>	\$ <u>134,780.05</u>	\$ <u>2,019,204.68</u>
NET INCREASE (DECREASE)	\$ <u>(1,291,896.00)</u>	\$ <u>160,262.70</u>	\$ <u>(1,131,633.30)</u>
CASH BALANCE January 31, 2025	\$ <u><u>3,644,907.54</u></u>	\$ <u><u>10,885,277.69</u></u>	\$ <u><u>14,530,185.23</u></u>

**ROSE STATE COLLEGE
STATE (OMES) FINANCIAL REPORT
January 31, 2025**

Balances January 1, 2025

Fund 290	Educational & General	\$6,087,080.65	
Fund 295	Capital Improvements	\$5,680,537.49	
Fund 430	Grants & Contracts	\$705,092.91	
Fund 490	Government Stimulus	\$507,055.42	
Fund 497	ARPA	\$147,398.39	
Fund 750	Agency Special	\$16,434,097.80	
Fund 789	Payroll and Withholdings Transfers	\$157,801.13	
Fund 790	Medical Self Insurance	\$1,786.45	\$29,720,850.24

COLLECTIONS/INTEREST:

Fund 290	Educational & General	\$2,007,275.97	
Fund 295	Capital Improvements	\$88,000.00	
Fund 430	Grants & Contracts	\$262,790.24	
Fund 490	Government Stimulus	\$0.00	
Fund 497	ARPA	\$0.00	
Fund 750	Agency Special	\$462,948.84	
Fund 789	Payroll and Withholdings Transfers	\$2,211,828.74	
Fund 790	Medical Self Insurance	\$0.00	\$5,032,843.79

Beginning Balance Plus Collections **\$34,753,694.03**

DISBURSEMENTS:

Fund 290	Educational & General	\$2,729,157.35	
Fund 295	Capital Improvements	\$55,213.73	
Fund 430	Grants & Contracts	\$152,736.71	
Fund 490	Government Stimulus	\$2,829.00	
Fund 497	ARPA	\$20,695.79	
Fund 750	Agency Special	1,997,578.17	
Fund 789	Payroll and Withholdings Transfers	\$2,323,406.46	
Fund 790	Medical Self Insurance	\$0.00	\$7,281,617.21

Balances January 31, 2025

Fund 290	Educational & General	\$5,365,199.27	
Fund 295	Capital Improvements	\$5,713,323.76	
Fund 430	Grants & Contracts	\$815,146.44	
Fund 490	Government Stimulus	\$504,226.42	
Fund 497	ARPA	\$126,702.60	
Fund 750	Agency Special	\$14,899,468.47	
Fund 789	Payroll and Withholdings Transfers	\$46,223.41	
Fund 790	Medical Self Insurance	\$1,786.45	

Total (All Funds) **\$27,472,076.82**

**FINANCIAL REPORT
INTEREST INCOME REPORT
INVESTMENT OF 750 FUNDS**

JANUARY 2025

Investment Account	Investment Amount	Interest Earned for the Month	Interest Earned for Fiscal Year
Student Activity Fees	5,758,499.53	27,558.53	185,441.27
Auxiliary Enterprises (positive balances only)	225,825.68	1,080.73	9,828.33
Student Senate Marquee	21,482.83	102.81	736.56
Retirement Reserve	1,051,474.23	5,032.06	35,351.20
Endowment Funds	713,669.37	3,415.42	21,826.06
Agency Funds	319,354.09	1,528.34	9,716.15
Student Facility Fees	1,548,730.14	7,411.78	51,929.50

**ANALYSIS OF 750 FUND CASH ACCOUNTS
FEBRUARY 2025**

Prior Month Ending Balance	\$ 3,644,907.54	\$ 10,885,277.69	\$ 14,530,185.23
Prior Month Adjustments			
	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
CASH BALANCE February 1, 2025	\$ <u>3,644,907.54</u>	<u>10,885,277.69</u>	<u>14,530,185.23</u>
REVENUES AND OTHER ADDITIONS:			
Federal Grants and Scholarships	\$ 5,059,427.07	\$ 5,059,427.07	\$ 5,059,427.07
Sales and Services of Auxiliary Departments	1,115,738.08		1,115,738.08
Student Activity, Cultural, Graduation and Parking Fees	217,336.51		217,336.51
Student Facility Fees		191,536.15	191,536.15
Investment Income Received	35,302.48	10,827.19	46,129.67
Endowments		0.00	0.00
Loan Collections			0.00
Agency Custodial Fund Receipts	3,034,195.76		3,034,195.76
TOTAL REVENUES AND OTHER ADDITIONS	\$ <u>4,402,572.83</u>	\$ <u>5,261,790.41</u>	\$ <u>9,664,363.24</u>
TOTAL CASH AVAILABLE FOR DISBURSEMENTS	\$ <u>8,047,480.37</u>	\$ <u>16,147,068.10</u>	\$ <u>24,194,548.47</u>
EXPENDITURES AND OTHER DEDUCTIONS:			
Student Activities	\$ 79,932.98		79,932.98
Auxiliary Enterprises	960,418.66		960,418.66
Scholarships and Other Student Aid		2,551,359.97	2,551,359.97
Endowments		2,676.86	2,676.86
Loans Advanced/Administrative & Collection Costs		0.00	0.00
Bond Fund Payment-Retirement of Debt (Student Facility Fee)		80,589.41	80,589.41
Agency Custodial Fund Disbursements	1,216,024.32		1,216,024.32
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	\$ <u>2,256,375.96</u>	\$ <u>2,634,626.24</u>	\$ <u>4,891,002.20</u>
NET INCREASE (DECREASE)	\$ <u>2,146,196.87</u>	\$ <u>2,627,164.17</u>	\$ <u>4,773,361.04</u>
CASH BALANCE February 28, 2025	\$ <u><u>5,791,104.41</u></u>	\$ <u><u>13,512,441.86</u></u>	\$ <u><u>19,303,546.27</u></u>

**ROSE STATE COLLEGE
STATE (OMES) FINANCIAL REPORT
February 28, 2025**

Balances February 1, 2025

Fund 290	Educational & General	\$5,365,199.27	
Fund 295	Capital Improvements	\$5,713,323.76	
Fund 430	Grants & Contracts	\$815,146.44	
Fund 490	Government Stimulus	\$504,226.42	
Fund 497	ARPA	\$126,702.60	
Fund 750	Agency Special	\$14,899,468.47	
Fund 789	Payroll and Withholdings Transfers	\$46,223.41	
Fund 790	Medical Self Insurance	\$1,786.45	\$27,472,076.82

COLLECTIONS/INTEREST:

Fund 290	Educational & General	\$2,759,866.20	
Fund 295	Capital Improvements	\$0.00	
Fund 430	Grants & Contracts	\$233,860.95	
Fund 490	Government Stimulus	\$0.00	
Fund 497	ARPA	\$240,855.49	
Fund 750	Agency Special	\$3,639,855.06	
Fund 789	Payroll and Withholdings Transfers	\$2,592,357.54	
Fund 790	Medical Self Insurance	\$0.00	\$9,466,795.24

Beginning Balance Plus Collections **\$36,938,872.06**

DISBURSEMENTS:

Fund 290	Educational & General	\$3,033,249.22	
Fund 295	Capital Improvements	\$0.00	
Fund 430	Grants & Contracts	\$136,434.04	
Fund 490	Government Stimulus	\$0.00	
Fund 497	ARPA	\$0.00	
Fund 750	Agency Special	4,884,550.44	
Fund 789	Payroll and Withholdings Transfers	\$2,578,343.57	
Fund 790	Medical Self Insurance	\$0.00	\$10,632,577.27

Balances February 28, 2025

Fund 290	Educational & General	\$5,091,816.25	
Fund 295	Capital Improvements	\$5,713,323.76	
Fund 430	Grants & Contracts	\$912,573.35	
Fund 490	Government Stimulus	\$504,226.42	
Fund 497	ARPA	\$367,558.09	
Fund 750	Agency Special	\$13,654,773.09	
Fund 789	Payroll and Withholdings Transfers	\$60,237.38	
Fund 790	Medical Self Insurance	\$1,786.45	

Total (All Funds) **10h** **\$26,306,294.79**

**FINANCIAL REPORT
INTEREST INCOME REPORT
INVESTMENT OF 750 FUNDS**

FEBRUARY 2025

Investment Account	Investment Amount	Interest Earned for the Month	Interest Earned for Fiscal Year
Student Activity Fees	6,001,475.85	24,013.56	209,454.83
Auxiliary Enterprises (positive balances only)	250,998.69	1,004.32	10,832.65
Student Senate Marquee	21,585.64	86.37	822.93
Retirement Reserve	1,056,506.29	4,227.37	39,578.57
Endowment Funds	741,407.92	2,966.58	24,792.64
Agency Funds	302,765.79	1,211.45	10,927.60
Student Facility Fees	1,667,088.66	6,670.48	58,599.98

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #5g:

Consent Agenda

SUBJECT: Rose State College Technical Area Education District Financial Reports for December 2024, January 2025, and February 2025

RECOMMENDATION:

Recommend approval as part of the Consent Agenda

STAFF ANALYSIS:

Background: The voters of Oscar Rose Junior College (Rose State College) Technical Area Education District voted a two-mill levy on the net assessed valuation of the Technical Area District on March 25, 1969, to provide local financial support toward the total operation of the Technical Programs of the Oscar Rose Junior College.

On March 24, 1970, the voters of the College Technical Area Education District voted to raise the levy from two mills to five mills to provide further local financial support toward the total operation of the Technical Programs of the College. Further, the voters of the District approved the five-mill incentive levy, which became continuous effective in 1995 unless repealed by voters. The district voters also approved a 5.17-mill (Oklahoma County) and 5.15-mill (Cleveland County) building levy in February 2001 and February 2002 for Fiscal Years 2002 and 2003, respectively. In February 2002, the voters of the district also voted that the 5.17-mill (Oklahoma County) and 5.15-mill (Cleveland County) building levy become permanent until such time as the electors rescind the action.

Rose State College shares fifty percent (50%) of the operating, incentive, and building fund levies collected during the fiscal year with Mid-Del Technology Center of the Midwest City-Del City School System. As specified in Oscar Rose Junior College Resolution FY-78, Number Two, dated July 21, 1977, the auditor for the Oscar Rose Junior College Technical Area Education District has indicated that the "Technical Area Education Fund" may be used in total support of the Technical Education Programs.

AGENDA ITEM #5g

Page 2

April 17, 2025

The Chancellor for the Oklahoma State Regents for Higher Education by letter of July 6, 1977, expressed the opinion that any excess revenue in the "Technical Area Education Fund" could be used for any purpose in support of Technical Education Programs authorized to be carried out at the Oscar Rose Junior College including expansion of building space, purchase of equipment, and major maintenance of buildings.

Financial Report: Technical Area Education District funds are currently deposited in local area banks in the form of a high-yield savings account and an interest bearing checking account. The financial reports for the Rose State College Technical Area Education District are presented on the following pages. The reports are for December 2024, January 2025 and February 2025 and reflect activities for those months.

JW/se

Attachments

**FINANCIAL REPORT
 TECHNICAL AREA EDUCATION DISTRICT
 GENERAL FUND
 *OPERATING ACCOUNT**

December 1, 2024

Balance December 1, 2024	\$	284,205.42
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COLLECTIONS:

Money Market Interest	\$	0.00
Checking Interest		456.06
Tax Collections		1,007,596.97
High Yield Savings		0.00
Refund		1,008,053.03
		<hr style="border: 0.5px solid black;"/>

Beginning Balance Plus Collections	\$	1,292,258.45
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DISBURSEMENTS:

Operating Expenses	\$	371,471.24
High Yield Savings		785,000.00
		<hr style="border: 0.5px solid black;"/>

Balance December 31, 2024	\$	<u>135,787.21</u>
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*The ten-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

***BUILDING LEVY FUND**

December 1, 2024

Balance December 1, 2024 \$ 21,090.66

COLLECTIONS:

Money Market Interest	\$ 0.00
Checking Interest	240.61
Tax Collections	525,464.54
High Yield Savings	<u>0.00</u>

525,705.15

Beginning Balance Plus Collections \$ 546,795.81

DISBURSEMENTS:

Operating Expenses	\$ 156,827.91
High Yield Savings	<u>350,000.00</u>

506,827.91

Balance December 31, 2024 \$ 39,967.90

*The five-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

SINKING FUND

December 1, 2024

Balance December 1, 2024		\$	27,582.90
COLLECTIONS:			
Money Market Interest	\$	0.00	
Checking Interest		874.18	
Tax Collections		216,786.78	
High Yield Savings		<u>0.00</u>	
			<u>217,660.96</u>
Beginning Balance Plus Collections		\$	245,243.86
DISBURSEMENTS:			
Operating Expenses	\$	0.00	
High Yield Savings		<u>115,000.00</u>	
			<u>115,000.00</u>
Balance December 31, 2024		<u>\$</u>	<u>130,243.86</u>

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

10-MILL LEVY ACCOUNT

December 1, 2024

Operation Account Balance	\$	135,787.21
Capital Account Balance	\$	0.00
Activity Account Balance	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

December 1, 2024

Building Levy Fund Balance	\$	39,967.90
Sinking Fund Balance	\$	130,243.86
Building Bond Fund	\$	0.00
Bonds & Capital	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT
INVESTMENTS AND INTEREST**

December 1, 2024

Investments	\$	17,387,478.30
Money Market Interest	\$	0.00
Checking Interest	\$	1,570.85
Tax Collections	\$	1,749,848.29

**FINANCIAL REPORT
 TECHNICAL AREA EDUCATION DISTRICT
 GENERAL FUND
 *OPERATING ACCOUNT**

January 1, 2025

Balance January 1,	2025		\$	135,787.21
 COLLECTIONS:				
Money Market Interest		\$		0.00
Checking Interest				4,294.14
Tax Collections				5,813,962.45
High Yield Savings				0.00
Refund				5,818,256.59
Beginning Balance Plus Collections				\$ 5,954,043.80
 DISBURSEMENTS:				
Operating Expenses		\$		72,739.37
High Yield Savings				4,977,500.00
				5,050,239.37
Balance January 31,				\$ 903,804.43

*The ten-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

***BUILDING LEVY FUND**

January 1, 2025

Balance January 1,	2025	\$	39,967.90
COLLECTIONS:			
Money Market Interest	\$	0.00	
Checking Interest		63.85	
Tax Collections		3,057,911.70	
High Yield Savings		<u>940,000.00</u>	
			<u>3,997,975.55</u>
Beginning Balance Plus Collections		\$	4,037,943.45
DISBURSEMENTS:			
Operating Expenses	\$	162,220.85	
High Yield Savings		<u>3,857,500.00</u>	
			<u>4,019,720.85</u>
Balance January 31,	2025	<u>\$</u>	<u>18,222.60</u>

*The five-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

SINKING FUND

January 1, 2025

Balance January 1,	2025		\$	130,243.86
COLLECTIONS:				
Money Market Interest		\$	0.00	
Checking Interest			16.26	
Tax Collections			1,260,744.67	
High Yield Savings			<u>180,000.00</u>	
				<u>1,440,760.93</u>
Beginning Balance Plus Collections			\$	1,571,004.79
DISBURSEMENTS:				
Operating Expenses		\$	76,600.00	
High Yield Savings			<u>1,485,000.00</u>	
				<u>1,561,600.00</u>
Balance January 31,	2025		\$	<u><u>9,404.79</u></u>

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

10-MILL LEVY ACCOUNT

January 1, 2025

Operation Account Balance	\$	903,804.43
Capital Account Balance	\$	0.00
Activity Account Balance	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

January 1, 2025

Building Levy Fund Balance	\$	18,222.60
Sinking Fund Balance	\$	9,404.79
Building Bond Fund	\$	0.00
Bonds & Capital	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT
INVESTMENTS AND INTEREST**

January 1, 2025

Investments	\$	26,611,360.42
Money Market Interest	\$	0.00
Checking Interest	\$	4,374.25
Tax Collections	\$	10,132,618.82

**FINANCIAL REPORT
 TECHNICAL AREA EDUCATION DISTRICT
 GENERAL FUND
 *OPERATING ACCOUNT**

February 1, 2025

Balance February 1, 2025		\$	903,804.43
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COLLECTIONS:

Money Market Interest	\$	0.00	
Checking Interest		1,061.13	
Tax Collections		151,169.66	
High Yield Savings		2,901,830.59	
Refund			3,054,061.38

Beginning Balance Plus Collections		\$	3,957,865.81
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DISBURSEMENTS:

Operating Expenses	\$	3,690,157.91	
High Yield Savings		0.00	

Balance February 28, 2025		\$	<u>267,707.90</u>
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*The ten-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

***BUILDING LEVY FUND**

February 1, 2025

Balance February 1,	2025	\$	18,222.60
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COLLECTIONS:

Money Market Interest	\$	0.00
Checking Interest		1,061.13
Tax Collections		78,236.41
High Yield Savings		<u>2,098,169.41</u>

2,177,466.95

Beginning Balance Plus Collections	\$	2,195,689.55
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DISBURSEMENTS:

Operating Expenses	\$	1,993,241.80
High Yield Savings		<u>0.00</u>

1,993,241.80

Balance February 28,	2025	<u><u>\$</u></u>	<u><u>202,447.75</u></u>
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*The five-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

SINKING FUND

February 1, 2025

Balance February 1,	2025		\$	9,404.79
COLLECTIONS:				
Money Market Interest		\$	0.00	
Checking Interest			194.65	
Tax Collections			32,718.50	
High Yield Savings			<u>0.00</u>	
				<u>32,913.15</u>
Beginning Balance Plus Collections			\$	42,317.94
DISBURSEMENTS:				
Operating Expenses		\$	0.00	
High Yield Savings			<u>0.00</u>	
				<u>0.00</u>
Balance February 28,	2025		\$	<u><u>42,317.94</u></u>

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

10-MILL LEVY ACCOUNT

February 1, 2025

Operation Account Balance	\$	267,707.90
Capital Account Balance	\$	0.00
Activity Account Balance	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

February 1, 2025

Building Levy Fund Balance	\$	202,447.75
Sinking Fund Balance	\$	42,317.94
Building Bond Fund	\$	0.00
Bonds & Capital	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT
INVESTMENTS AND INTEREST**

February 1, 2025

Investments	\$	21,635,771.59
Money Market Interest	\$	0.00
Checking Interest	\$	2,316.91
Tax Collections	\$	262,124.57

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL EDUCATION DISTRICT**
 April 17, 2025

AGENDA ITEM #5h:

Consent Agenda

SUBJECT: Out-of-State Travel Requests

RECOMMENDATION:

Recommend approval as part of the Consent Agenda.

STAFF ANALYSIS:

All travel requests will be paid according to state-approved rates for transportation, per diem, lodging, and/or registration fees. Departmental travel budgets are approved each year as part of the College's annual operating budget. Each out-of-state travel request is then approved by the Vice President and the President.

DATE	TRAVELER(S)	DESTINATION	PURPOSE
2-3-2025	Ethan Biller	San Luis Obispo, CA	<i>Attending JIFX 25-2 Event at NPS Field Laboratory. Travel is paid from Workforce Development budget.</i>
2-5-2025	Jessica Sisemore Nickie Madden	Gainesville, TX	<i>Attending a softball tournament. Travel is paid from softball budget.</i>
2-8-2025	Jessica Sisemore Nickie Madden	Weatherford, TX	<i>Attending a softball tournament. Travel is paid from softball budget.</i>
2-14-2025	Jessica Sisemore Nickie Madden	Denison, TX	<i>Attending a softball tournament. Travel is paid from softball budget.</i>
2-19-2025	Lacey Veazey-Daniel	New Orleans, LA	<i>Attending NOSS & AI in the classroom. Travel is paid from Humanities budget.</i>

AGENDA ITEM #5h

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April 17, 2025

DATE	TRAVELER(S)	DESTINATION	PURPOSE
2-24-2025	Ethan Biller	Austin, TX	<i>UIP Tour to Establish Partnership with Team. Travel is paid from Outreach/Contract Training budget.</i>
2-28-2025	Travis Hurst Melissa Hayt Charles DeSassure Rita Mild	Denton, TX	<i>Attending campus visit at Texas Women's University. Travel is paid from Academic Affairs budget.</i>
2-28-2025	LeAnne May Julie Dill-Burnett	Fort Smith, AR	<i>Attending Oklahoma/Arkansas regional PTK Spring meeting. Travel is paid from Phi Theta Kappa Honor Society travel budget.</i>
2-28-2025	Andrew Soliven	Denton, TX	<i>Attending OCLC (Online Computer Library Center) regional meeting. Travel is paid from Library budget.</i>
3-4-2025	Jessica Sisemore Nickie Madden Carter LaValley	Parsons, KS	<i>Attending softball tournament. Travel is paid from softball budget.</i>
3-4-2025	Monique Bruner	Los Angeles, CA	<i>Attending College Board – A Dream Deferred 2025 Conference. Travel is no cost to the college.</i>
3-6-2025	Jessica Sisemore Nickie Madden Carter LaValley	Branson, MO	<i>Attending Softball tournament. Travel is paid from softball budget.</i>
3-7-2025	Suzanne Thomas	Denton, TX	<i>Attending Great Plains Honors Conference. Travel is paid from Academic Affairs and Honors Program budget.</i>
3-16-2025	Jessica Nelson	Washington, DC	<i>Attend COE annual Department of Education Relations and Policy conference. Travel is paid from Talent Search and Ed Student Support Services budgets.</i>
3-16-2025	Jamie Fowler	Somerset, KY	<i>Professional Development. Travel is paid from EPIIC budget.</i>

AGENDA ITEM #5h

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April 17, 2025

DATE	TRAVELER(S)	DESTINATION	PURPOSE
3-17-2025	Ethan Biller	Kansas City, MO	<i>Attending 9th Annual conference for Encountering Innovation. Travel is paid from Outreach/Contract Training budget.</i>
3-18-25	Tracey Gregg-Boothby	Dallas, TX	<i>Attending ACDA National Conference. Travel is paid from Choir and Choral Groups budget.</i>
3-20-25	Jessica Sisemore Nickie Madden Carter LaValley	Chanute, KS	<i>Attending softball tournament. Travel is paid from softball budget.</i>
4-2-2025	Julie Dill-Burnett Leanne May	Kansas City, MO	<i>Attend PTK Catalyst convention. Travel is paid from Phi Theta Kappa Honor Society budget.</i>
4-5-2025	Fallon Henning David Hamric Kaitlyn Weldon	Dallas, TX	<i>Attend Case District IV Annual Conference. Travel is paid from Public Relations budget.</i>
4-13-2025	Amber Long	Denton, TX	<i>Attend NJCAA Convention. Travel is paid from General Athletics budget.</i>
4-14-25	Jessica Sisemore Nickie Madden Carter LaValley	Pratt, KS	<i>Attending softball tournament. Travel is paid from softball budget.</i>
4-14-2025	Nicole Turner	Nashville, TN	<i>Attending AACCC President's Breakfast. Travel is paid from President's office budget.</i>
4-27-2025	Katie Holloway	Austin, MN	<i>Attending Riverland Community College site visit. Travel is no cost to the college.</i>
4-29-2025	Whitney Alvis	Washington, DC	<i>Attend the Oklahoma State Chamber Washington D.C. Fly-In. Travel is paid from Outreach/Contract Training budget.</i>

AGENDA ITEM #5h

Page 4

April 17, 2025

DATE	TRAVELER(S)	DESTINATION	PURPOSE
6-6-2025	Esmeralda Omelas	Coronado, CA	<i>Attending the ADEA Director's conference.</i> Travel is paid from Dental Assistant budget.
6-12-2025	Whitney Alvis Travis Hurst	Paris, FR	<i>Attending Paris Airshow</i> Travel is paid from Outreach/Contract Training budget.
6-24-2025	Chris Leland	Orlando, FL	<i>Attending Athletic Training Convention</i> Travel is paid from Athletic Trainer and Wellness Center budgets.
6-27-2025	Jazmyne Boyles-Vance	Denver, CO	<i>Attending NASPA Conference on Student Success in Higher Education.</i> Travel is paid from TRIO Student Support Services budget.

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #5i:

Consent Agenda

SUBJECT: Personnel

RECOMMENDATION:

Recommend as part of the Consent Agenda.

STAFF ANALYSIS:

Personnel actions: Employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.

JW/mn

Attachment

**ROSE STATE COLLEGE
PERSONNEL RECOMMENDATIONS
January 15, 2025 – April 10, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/ Status
NEW APPOINTMENTS						
Berryman, Ms. Fanchon	Coordinator, Scholars for Excellence in Childcare (Temporary, STF)	Academic Affairs	Bachelor's	12	03-31-25	Professional/ Probationary
Bloomer, Ms. Alyssia	Admissions Specialist	Student Affairs	Associate's	12	02-07-25	Classified/ Probationary
Brown, Mr. Jerrad	Maintenance Worker I - HVAC	Administrative Services	Diploma	12	03-31-25	Classified/ Probationary
Kever, Ms. Jessi	Maintenance Worker I - Grounds	Administrative Services	Diploma	12	03-31-25	Classified/ Probationary
McMichael, Ms. Rachel	Event Coordinator	Administrative Services	Bachelor's	12	04-07-25	Professional/ Probationary
Moser, Ms. Teresa	Accounting Clerk	Administrative Services	Diploma	12	02-24-25	Classified/ Probationary
Schaefer, Mr. Daniel	Transfer Evaluation/Transfer Credentials Specialist	Student Affairs	Bachelor's	12	02-07-25	Classified/ Probationary
Webb, Ms. Anna Grace	Recruiter	Student Affairs	Bachelor's	12	04-01-25	Classified/ Temporary
PROMOTIONS / CHANGE OF ASSIGNMENTS						
Checorski, Mr. Adam	From: Maintenance Worker I To: Maintenance Worker II	Administrative Services	--	12	03-03-25	Classified/ Probationary

**ROSE STATE COLLEGE
PERSONNEL RECOMMENDATIONS
January 15, 2025 – April 10, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/ Status
Fleming, Ms. Stephanie	From: Desktop Support Technician I To: Coordinator, Desktop Support	IT Services	Bachelor's	12	04-01-25	Professional/ Probationary
Harkless, Mr. Wayne	From: Maintenance Worker I To: Maintenance Worker II	Administrative Services	--	12	03-03-25	Classified/ Probationary
Senner, Mr. Brevin	From: Recruiter To: Recruitment and Engagement Specialist	Student Affairs	Associate's	12	03-03-25	Classified/ Temporary
Stutzman, Mr. Scott	From: Maintenance Worker I To: Maintenance Worker II	Administrative Services	--	12	03-03-25	Classified/ Probationary
Swinford, Ms. Mistie	From: Purchasing Specialist To: Senior Purchasing Specialist	Administrative Services	Bachelor's	12	02-10-25	Classified/ Temporary
RESIGNATIONS						
Gordon, Mr. Sean	Maintenance Worker	Administrative Services	--	12	03-31-25	--
RETIREMENTS						
Andrews, Ms. Janice	Professor, English	Academic Affairs	--	9	08-01-25	--

**ROSE STATE COLLEGE
PERSONNEL RECOMMENDATIONS
January 15, 2025 – April 10, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/ Status
Campbell, Mr. Timothy	Operations Project Coordinator	Administrative Services	--	12	06-30-25	--
Dewey, Mr. Ken	Professor, Cyber Security / Program Director	Academic Affairs	--	12	05-31-25	--
Roll, Ms. Marcy	Administrative Assistant to the VP of Student Affairs	Student Affairs	--	12	07-01-25	--

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #6a:

Staff Reports

SUBJECT: Report on 2025 Commencement Ceremonies

RECOMMENDATION:

This report is presented for informational purposes, and no action is required.

STAFF ANALYSIS:

Dr. Kirby Harzman, Vice President for Student Affairs, will provide a report on the 2025 Commencement Ceremonies, scheduled for Friday, May 9, 2025.

JW/mn

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #7(a)(b):

Possible Executive Session(s):

The Board of Regents/Trustees may convene an executive session, as authorized by Title 25 O.S. §307(B)(1)(3), for the purposes of:

- a. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee; and

Andrews, Ms. Janice
Berryman, Ms. Fanchon
Bloomer, Ms. Alyssia
Brown, Mr. Jerrad
Campbell, Mr. Timothy
Checorski, Mr. Adam
Dewey, Mr. Ken
Fleming, Ms. Stephanie

Gordon, Mr. Sean
Harkless, Mr. Wayne
Hurst, Mr. Travis
Kever, Ms. Jessi
McMichael, Ms. Rachel
Moser, Ms. Teresa
Nichols, Dr. Gregory
Powell, Dr. Shawn

Roll, Ms. Marcy
Schaefer, Mr. Daniel
Senner, Mr. Brevin
Stutzman, Mr. Scott
Swinford, Ms. Mistie
Webb, Dr. Jeanie
Webb, Ms. Anna Grace

- b. Discussing the purchase or appraisal of real property.

**SUBJECT/
RECOMMENDATION:**

It is recommended that the board enter into an executive session to discuss personnel and the purchase or appraisal of real property.

STAFF ANALYSIS:

- a. The Regents may convene an executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. Any action will take place during the open meeting. (Discussion only, no action will be taken.)
- b. The Regents may convene an executive session to discuss the purchase or appraisal of real property. (Discussion only, no action will be taken.)

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #8:

Executive Session Action(s)

SUBJECT: Possible action(s) as discussed in the Executive Session

RECOMMENDATION:

This action item is a result, if any, of the Executive Session.

STAFF ANALYSIS:

An open session item for possible action(s) as discussed in Executive Session.

JW/mn

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #9a:

President's Report

SUBJECT: Consideration and possible action concerning Interlocal Cooperation Agreements for Fiscal Year 2026 between the Board of Trustees for the Rose State College Technical Area Education District and the Board of Education for the Midwest City-Del City Lewis Eubanks Technology Center, School District I-52

RECOMMENDATION:

It is recommended that the Interlocal Cooperation Agreements for Fiscal Year 2026 with the Mid-Del I-52 District be approved.

STAFF ANALYSIS:

The following is a description of the Interlocal Cooperation Agreements between the Rose State College Technical Area Education District and the Mid-Del I-52 District:

Interlocal Cooperation Agreements were entered into between the Rose State College Technical Area Education District and the Mid-Del I-52 District 1986-1987 and 1987-1988, and provide that Mid-Del furnish educational services to the Rose State College Technical Area Education District. The agreements provide expanded educational opportunities to the citizens of the Rose State College Technical Area Education District. The agreements remain unchanged from FY 2025 to FY 2026, and are for post-secondary courses as defined below:

1. Taught for the purpose of development of skills in preparation for employment or career enhancement or other related purposes; and,
2. Offered or capable of being offered by either party; and,
3. Offered for no academic credit; and,
4. Available, but not necessarily restricted, to adult students.

If approved by the Board, the three agreements will be forwarded to the Mid-Del Board of Education for their approval and then sent onto the Attorney General's Office and the Secretary of State for the final approval.

JW/mn
Attachments

**AGREEMENT
(BUILDING LEVY)
Fiscal Year 2025-2026**

This Agreement made between the Board of Education for the Midwest City-Del City Lewis Eubanks Technology Center, School District I-52 (hereinafter referred to as Mid-Del) and the Board of Trustees for the Rose State College Technical Area Education District (hereinafter referred to as Rose State College).

Recitals

1. Rose State College is a two-year college, comprising a part of the State System of Higher Education, and is also an area vocational-technical school district existing for the purpose of providing primarily postsecondary vocational and/or technical educational programs and services within a defined area, pursuant to, inter alia, 70 O.S. §4410, and as further prescribed by the Oklahoma Department of Career and Technology Education.

2. Mid-Del is an area vocational-technical school district, existing for the purposes of providing primarily secondary vocational and/or technical education programs and services within a defined area, and as further prescribed by the Oklahoma Department of Career and Technology Education.

3. A portion of the defined area for the two entities exists as an overlap area; however, the defined area for Rose State College existed first in time; and its district is the larger of the two, and, as such, the two districts are not coterminous.

4. Pursuant to an election, properly conducted pursuant to Oklahoma law, Oklahoma Constitution Art. 10, 9B, the qualified voters of the College district approved a tax levy of 5 mills in 1970, for the purpose of "providing funds to conduct, maintain, and operate the said Oscar Rose Junior College District, Oklahoma County, Oklahoma (an area school district), all in accordance with

Section 9B, Article 10, of the Oklahoma Constitution," as stated in the Proposition submitted to voters, 1970.

5. Pursuant to Oklahoma law, Oklahoma Constitution, Article 10, §9B and 70 O.S. §14-108(c), the building levy was a levy voted upon annually until February 12, 2002, when the electors of the District made the building fund tax levy permanent until such time as the majority of the electors of the District rescind making the levy permanent.

6. In 1973, Rose became a full member of The Oklahoma State System of Higher Education, authorized to continue operating concurrently and simultaneously as a post-secondary, area vocational-technical district pursuant to 70 O.S. §4423.

7. In 1977, Mid-Del became a designated secondary level, area vocational-technical school district by action of the State Board of Vocational and Technical Education (now the Oklahoma Department of Career and Technology Education) with no ad valorem millage devoted specifically for the support of vocational technical education.

8. On or about May 10, 1973, a joint resolution (SJR Res. No. 35) was approved relating to technical and occupational education "validating [a] memorandum of understanding and agreement of the State Board for Vocational and Technical Education (now the Oklahoma Department of Career and Technology Education) and the Oklahoma State Regents for Higher Education regarding jurisdictional responsibilities," and later set forth as 70 O.S. §2251 et seq.

9. The College has, as a part of its curriculum, numerous non-credit adult programs, pre-collegiate courses, and developmental courses. The College also provides learning opportunities for its service area through concurrent enrollment, advanced standing credit, educational outreach, and other programs as authorized and approved.

10. Mid-Del has, as a part of its curriculum, numerous non-credit adult programs and secondary technical courses that prepare students for college-level technical courses and the

opportunity to earn college credit through advanced standing. Students are provided the opportunity for concurrent enrollment in college courses.

11. Both parties are "public agencies," pursuant to 74 O.S. §1003.

12. Each party has the authority to offer these non-credit adult programs, developmental and pre-collegiate technical courses and, as further described in Appendix A, have determined that it would be expeditious, cost effective, and in the best interest of both parties, the taxpayers, and the students of both institutions to provide that these programs may be offered in the way and manner as set forth herein.

13. The parties desire to enter into this Agreement whereby Mid-Del would furnish educational services to Rose State College for proper and due consideration, pursuant to the authority set forth in 70 O.S. §14-108(B) and 70 O.S. §4406, and the Interlocal Cooperation Act, 74 O.S. §1001 et seq.

Witnesseth:

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

A. The duration of this Agreement shall be for the 2025-2026 fiscal year and subject to renewal by the governing bodies upon affirmative action of both parties;

B. The services to be provided shall be as stated in Appendix A, attached and incorporated herein by reference and hereinafter referred to as "services";

C. Rose State College shall remunerate these services at the annual rate of 50 percent of total net ad valorem collections from the Rose State College Technical Education District for the 2025-2026 fiscal year. Payment of monies collected from July 1, 2025, to January 31st, 2026, will be made on or before February 15, 2026. Payment from monies collected February 1, 2026, through March 31, 2026, will be made on or before April 10, 2026. Payment for monies collected April 1,

2026, through June 30, 2026, will be paid on or before July 10, 2026;

D. Funds for these services, calculated as stated herein, shall be paid from the technical area funds, derived from the building tax levy as described in Paragraph 4 and as budgeted and approved for this purpose by the Trustees of the Rose State College Technical Area Education District and the Board of Regents of Rose State College, whose members are one and the same;

E. The services will provide educational programs and support services for adults and other students, thus contributing to the operation and fulfillment of purpose of both parties;

F. To ensure the fulfillment of purpose, the Curriculum and Syllabus for each course, to include statements of goals and objectives, shall be submitted for review and approval to Rose State College sixty (60) days prior to the commencement of each term or such shorter period of time as may be mutually agreed;

G. Any course may be conducted at either facility upon the agreement of the parties;

H. The Superintendent of Mid-Del and the President of Rose State College shall comprise a joint Board responsible for the programs and shall be assisted by an administrative committee comprised of two (2) members representing each party, to total four (4) members, to oversee the provisions of this Agreement and its implementation and operation, which shall meet at least one time each spring semester, but this committee shall only have advisory authority;

I. Each party shall be responsible for obtaining and utilizing its own property, both real and personal, to include educational and training texts and other aids, including equipment and supplies, unless otherwise agreed to by the parties, and, further, that upon termination of this Agreement, that each party shall retain its own property as stated herein and that title would vest with Mid-Del for property purchased pursuant to this Agreement, except that programs may be conducted at either facility as stated above;

J. Enrollment and other pertinent student information and course grades, whether by specific letter or numerical grade, pass-fail, or satisfactory-unsatisfactory, or other type of evaluative measure, shall be furnished Rose State College upon request and at the beginning and end of each term for each student whose training is provided pursuant to this Agreement;

K. Academic credit awarded by Rose State College to adults or other students under this Agreement shall be in conformity with general or specific policies and procedures of the Oklahoma State Regents for Higher Education;

L. This Agreement may be terminated before June 30, 2026, only if funding from the herein designated ad valorem tax collections from Fiscal Year 2025-2026, is not available; provided that this Agreement shall otherwise expire on June 30, 2026, as described in Paragraph A, unless renewed. Further provided that any indebtedness incurred prior to the termination pursuant to the terms of this Agreement shall be considered for payment under the terms hereof;

M. This Agreement shall be effective in the prorated amounts as heretofore stated in Appendix B upon the execution of both parties, the Board of Trustees of the Rose State College Technical Area Education District, the Board of Education for Mid-Del, and the approval of the Attorney General for the State of Oklahoma, as provided by law;

N. This instrument contains the entire Agreement between the parties, and no statement, promises, or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid or binding; and this Agreement shall not be enlarged, modified, or altered except in writing, signed by the parties, and endorsed hereon and as otherwise required by law.

Chairman/Board of Regents, Rose State College;
Board of Trustees, Rose State College
Technical Area Education District

Dated this _____ day of _____, 2025.

STATE OF OKLAHOMA)
) ss:
COUNTY OF OKLAHOMA)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires: _____

President, Board of Education;
District I-52 for Midwest City-Del City Lewis Eubanks
Technology Center

Dated this _____ day of _____, 2025.

STATE OF OKLAHOMA)
) ss:
COUNTY OF OKLAHOMA)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires: _____

APPENDIX A

Eligible Courses

- A. "Postsecondary" courses as used herein shall be defined as those which meet the following requirements:
1. Taught for the purpose of development of skills in preparation for employment or career enhancement or other related purposes; and,
 2. Offered or capable of being offered by either party; and,
 3. Offered for no academic credit; and,
 4. Available, but not necessarily restricted, to adult students.
- B. Developmental/Pre-Collegiate Technical courses as used herein shall be defined as those which meet the following requirements.
1. Taught for the purpose of the development of skills in preparation for enhancement of technical courses and/or programs offered by Rose State College; and,
 2. Offered or capable of being offered by either party; and,
 3. Available to adult and, in certain circumstances, to secondary and college students;

Examples of Developmental/Pre-Collegiate Technical courses and the Collegiate Programs are as follows:

MID-DEL

Aviation/Aircraft Structures and Heavy Maintenance
Automotive Service Technology
Collision Repair
Cosmetology
Cyber Security Professional
Health Careers/Medical Office Assistant
HVAC
Interactive Media Specialist
Masonry
Plumbing
Practical Nursing
Welding

Rose State College

Applied Technology: Aerospace Technology
Business Administration
Cyber Security/Digital Forensics
Engineering Technology
Film Studies and Digital Media
Health Information Management
Nursing Science

APPENDIX B

Costs and payments will be based upon the following considerations:

1. Proper categories for payment may include:
 - a. Building maintenance
 - b. Building repair
 - c. Erecting of buildings
 - d. Remodeling of buildings
 - e. Purchasing of furniture for buildings
 - f. Other purchases authorized by Oklahoma statute

Mid-Del Schools will maintain records in regard to expenditures and balances of these designated funds and, upon request, will make these records available to the Rose State College Technical Area Education District and provide assurances that funds were expended for the postsecondary and developmental/pre-collegiate technical students residing within the Mid-Del School District I-52 and enrolled in courses and/or programs described in Appendix A.

Mid-Del School District I-52 will provide for an annual audit of the funds and forward a copy to the Rose State College Technical Area Education District.

**AGREEMENT
(INCENTIVE MILL)
Fiscal Year 2025-2026**

This Agreement made between the Board of Education for the Midwest City-Del City Lewis Eubanks Technology Center, School District I-52 (hereinafter referred to as Mid-Del) and the Board of Trustees for the Rose State College Technical Area Education District (hereinafter referred to as Rose State College).

Recitals

1. Rose State College is a two-year college, comprising a part of the State System of Higher Education, and is also an area vocational-technical school district existing for the purpose of providing primarily postsecondary vocational and/or technical educational programs and services within a defined area, pursuant to, inter alia, 70 O.S. §4410, and as further prescribed by the Oklahoma Department of Career and Technology Education.

2. Mid-Del is an area vocational-technical school district, existing for the purposes of providing primarily secondary vocational and/or technical education programs and services within a defined area, and as further prescribed by the Oklahoma Department of Career and Technology Education.

3. A portion of the defined area for the two entities exists as an overlap area; however, the defined area for Rose State College existed first in time; and its district is the larger of the two, and, as such, the two districts are not coterminous.

4. In addition to the 5-mill operational levy, voters also approved in 1995-1996 a 5-mill incentive levy, which became continuous thereafter unless repealed by qualified voters of the District.

5. In 1973, Rose State College became a full member of The Oklahoma State System of

Higher Education, authorized to continue operating concurrently and simultaneously as a postsecondary, area vocational-technical district pursuant to 70 O.S. §4423.

6. In 1977, Mid-Del became a designated secondary level, area vocational-technical school district by action of the State Board of Vocational and Technical Education (now the Oklahoma Department of Career and Technology Education) with no ad valorem millage devoted specifically for the support of vocational-technical education.

7. On or about May 10, 1973, a joint resolution (SJR Res. No. 35) was approved relating to technical and occupational education "validating [a] memorandum of understanding and agreement of the State Board for Vocational and Technical Education (now the Oklahoma Department of Career and Technology Education) and the Oklahoma State Regents for Higher Education regarding jurisdictional responsibilities," and later set forth as 70 O.S. §2251 et seq.

8. The College has, as a part of its curriculum, numerous non-credit adult programs, pre-collegiate courses, and developmental courses. The College also provides learning opportunities for its service area through concurrent enrollment, advanced standing credit, educational outreach, and other programs as authorized and approved.

9. Mid-Del has, as a part of its curriculum, numerous non-credit adult programs and secondary technical courses that prepare students for college-level technical courses and the opportunity to earn college credit through advanced standing. Students are provided the opportunity for concurrent enrollment in college courses.

10. Both parties are "public agencies," pursuant to 74 O.S. §1003.

11. Each party has the authority to offer these non-credit adult programs, developmental and pre-collegiate technical courses and, as further described in Appendix A, have determined that it would be expeditious, cost effective, and in the best interest of both parties, the taxpayers, and the

students of both institutions to provide that these programs may be offered in the way and manner as set forth herein.

12. The parties desire to enter into this Agreement whereby Mid-Del would furnish educational services to Rose State College for proper and due consideration, pursuant to the authority set forth in 70 O.S. §14-108(B) and 70 O.S. §4406, and the Interlocal Cooperation Act, 74 O.S. §1001 et seq.

Witnesseth:

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

A. The duration of this Agreement shall be for the 2025-2026 fiscal year and subject to renewal by the governing bodies upon affirmative action of both parties;

B. The services to be provided shall be as stated in Appendix A, attached and incorporated herein by reference and hereinafter referred to as "services";

C. Rose State College shall remunerate these services at the annual rate of 50 percent of total net ad valorem collections from the Rose State College Technical Education District for the 2025-2026 fiscal year. Payment of monies collected from July 1, 2025, to January 31st, 2026, will be made on or before February 15, 2026. Payment from monies collected February 1, 2026, through March 31, 2026, will be made on or before April 10, 2026. Payment for monies collected April 1, 2026, through June 30, 2026, will be paid on or before July 10, 2026;

D. Funds for these services, calculated as stated herein, shall be paid from the technical area funds, derived from the incentive tax levy as described in Paragraph 4 and as budgeted and approved for this purpose by the Trustees of the Rose State College Technical Area Education District and the Board of Regents of Rose State College, whose members are one and the same;

E. The services will provide educational programs and support services for adults and other students, thus contributing to the operation and fulfillment of purpose of both parties;

F. To ensure the fulfillment of purpose, the Curriculum and Syllabus for each course, to include statements of goals and objectives, shall be submitted for review and approval to Rose State College sixty (60) days prior to the commencement of each term or such shorter period of time as may be mutually agreed;

G. Any course may be conducted at either facility upon the agreement of the parties;

H. The Superintendent of Mid-Del and the President of Rose State College shall comprise a joint Board responsible for the programs and shall be assisted by an administrative committee comprised of two (2) members representing each party, to total four (4) members, to oversee the provisions of this Agreement and its implementation and operation, which shall meet at least one time each spring semester; but this committee shall only have advisory authority;

I. Each party shall be responsible for obtaining and utilizing its own property, both real and personal, to include educational and training texts and other aids, including equipment and supplies, unless otherwise agreed to by the parties, and, further, that upon termination of this Agreement, that each party shall retain its own property as stated herein and that title would vest with Mid-Del for property purchased pursuant to this Agreement, except that programs may be conducted at either facility as stated above;

J. Enrollment and other pertinent student information and course grades, whether by specific letter or numerical grade, pass-fail, or satisfactory-unsatisfactory, or other type of evaluative measure, shall be furnished Rose State College upon request and at the beginning and end of each term for each student whose training is provided pursuant to this Agreement;

K. Academic credit awarded by Rose State College to adults or other students under this Agreement shall be in conformity with general or specific policies and procedures of the Oklahoma State Regents for Higher Education;

L. This Agreement may be terminated before June 30, 2026, only if funding from the herein designated ad valorem tax collections from Fiscal Year 2025-2026, is not available; provided that this Agreement shall otherwise expire on June 30, 2026, as described in Paragraph A, unless renewed. Further provided that any indebtedness incurred prior to the termination pursuant to the terms of this Agreement shall be considered for payment under the terms hereof;

M. This Agreement shall be effective in the prorated amounts as heretofore stated in Appendix B upon the execution of both parties, the Board of Trustees of the Rose State College Technical Area Education District, the Board of Education for Mid-Del, and the approval of the Attorney General for the State of Oklahoma, as provided by law;

N. This instrument contains the entire Agreement between the parties, and no statement, promises, or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid or binding; and this Agreement shall not be enlarged, modified, or altered except in writing, signed by the parties, and endorsed hereon and as otherwise required by law.

Incentive Mill Agreement

Chairman/Board of Regents, Rose State College;
Board of Trustees, Rose State College
Technical Area Education District

Dated this _____ day of _____, 2025.

STATE OF OKLAHOMA)
) ss:
COUNTY OF OKLAHOMA)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires: _____

President, Board of Education;
District I-52 for Midwest City-Del City Lewis Eubanks
Technology Center

Dated this _____ day of _____, 2025.

STATE OF OKLAHOMA)
) ss:
COUNTY OF OKLAHOMA)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires: _____

APPENDIX A

Eligible Courses

- A. "Postsecondary" courses as used herein shall be defined as those which meet the following requirements:
1. Taught for the purpose of development of skills in preparation for employment or career enhancement or other related purposes; and,
 2. Offered or capable of being offered by either party; and,
 3. Offered for no academic credit; and,
 4. Available, but not necessarily restricted, to adult students.
- B. Developmental/Pre-Collegiate Technical courses as used herein shall be defined as those which meet the following requirements.
1. Taught for the purpose of the development of skills in preparation for or enhancement of technical courses and/or programs offered by Rose State College; and,
 2. Offered or capable of being offered by either party; and,
 3. Available to adult and, in certain circumstances, to secondary and college students;

Examples of Developmental/Pre-Collegiate Technical courses and the Collegiate Programs are as follows:

MID-DEL

Aviation/Aircraft Structures and Heavy Maintenance
Automotive Service Technology
Collision Repair
Cosmetology
Cyber Security Professional
Health Careers/Medical Office Assistant
HVAC
Interactive Media Specialist
Masonry
Plumbing
Practical Nursing
Welding

Rose State College

Applied Technology: Aerospace Technology
Business Administration
Cyber Security/Digital Forensics
Engineering Technology
Film Studies and Digital Media
Health Information Management
Nursing Science

APPENDIX B

Costs and payments will be based upon the following considerations:

1. Proper categories for payment may include:
 - a. Salaries and benefits of administrators and instructors for applicable courses
 - b. Salaries or wages and benefits of support personnel
 - c. Utilities (electricity, gas, telephone)
 - d. Instructional supplies and equipment
 - e. Repair, renovation, and/or construction costs

Mid-Del Schools will maintain records in regard to expenditures and balances of these designated funds, and upon request, will make these records available to the Rose State College Technical Area Education District and provide assurances that funds were expended for the postsecondary and developmental/pre-collegiate technical students residing within the Mid-Del School District I-52 and enrolled in courses and/or programs described in Appendix A.

Mid-Del School District I-52 will provide for an annual audit of the funds and forward a copy to the Rose State College Technical Area Education District.

**AGREEMENT
(OPERATIONAL MILL)
Fiscal Year 2025-2026**

This Agreement made between the Board of Education for the Midwest City-Del City Lewis Eubanks Technology Center, School District I-52 (hereinafter referred to as Mid-Del) and the Board of Trustees for the Rose State College Technical Area Education District (hereinafter referred to as Rose State College).

Recitals

1. Rose State College is a two-year college, comprising a part of the State System of Higher Education, and is also an area vocational-technical school district existing for the purpose of providing primarily postsecondary vocational and/or technical educational programs and services within a defined area, pursuant to, inter alia, 70 O.S. §4410, and as further prescribed by the Oklahoma Department of Career and Technology Education.

2. Mid-Del is an area vocational-technical school district, existing for the purposes of providing primarily secondary vocational and/or technical education programs and services within a defined area, and as further prescribed by the Oklahoma Department of Career and Technology Education.

3. A portion of the defined area for the two entities exists as an overlap area; however, the defined area for Rose State College existed first in time; and its district is the larger of the two, and, as such, the two districts are not coterminous.

4. Pursuant to an election, properly conducted pursuant to Oklahoma law, Oklahoma Constitution Art. 10, 9B, the qualified voters of the College district approved a tax levy of 5 mills in 1970, for the purpose of "providing funds to conduct, maintain, and operate the said Oscar Rose Junior College District, Oklahoma County, Oklahoma (an area school district), all in accordance with Section 9B, Article 10, of the Oklahoma Constitution," as stated in the Proposition submitted to

voters, 1970.

5. Pursuant to Oklahoma law, Oklahoma Constitution, Article 10, §9B and 70 O.S. §14-108(c), the operational levy continues in effect until repealed by the qualified voters of the district, an event which has not occurred.

6. No further operational levy can be imposed upon the voters within the district for either the College or Mid-Del because the levy was approved at the maximum allowable amount of five mills.

7. In 1973, Rose became a full member of The Oklahoma State System of Higher Education, authorized to continue operating concurrently and simultaneously as a post-secondary, area vocational-technical district pursuant to 70 O.S. §4423.

8. In 1977, Mid-Del became a designated secondary level, area vocational-technical school district by action of the State Board of Vocational and Technical Education (now the Oklahoma Department of Career and Technology Education) with no ad valorem millage devoted specifically for the support of vocational-technical education.

9. On or about May 10, 1973, a joint resolution (SJR Res. No. 35) was approved relating to technical and occupational education "validating [a] memorandum of understanding and agreement of the State Board for Vocational and Technical Education (now the Oklahoma Department of Career and Technology Education) and the Oklahoma State Regents for Higher Education regarding jurisdictional responsibilities," and later set forth as 70 O.S. §2251 et seq.

10. The College has, as a part of its curriculum, numerous non-credit adult programs, pre-collegiate courses, and developmental courses. The College also provides learning opportunities for its service area through concurrent enrollment, advanced standing credit, educational outreach, and other programs as authorized and approved.

11. Mid-Del has, as part of its curriculum, numerous non-credit adult programs and

secondary technical courses that prepare students for college-level technical courses and the opportunity to earn college credit through advanced standing. Students are provided the opportunity for concurrent enrollment in college courses.

12. Both parties are "public agencies," pursuant to 74 O.S. §1003.

13. Each party has the authority to offer these non-credit adult programs, developmental and pre-collegiate technical courses and, as further described in Appendix A, have determined that it would be expeditious, cost effective, and in the best interest of both parties, the taxpayers, and the students of both institutions to provide that these programs may be offered in the way and manner as set forth herein.

14. The parties desire to enter into this Agreement whereby Mid-Del would furnish educational services to Rose State College for proper and due consideration, pursuant to the authority set forth in 70 O.S. §14-108(B) and 70 O.S. §4406, and the Interlocal Cooperation Act, 74 O.S. §1001 et seq.

Witnesseth:

The parties to this Agreement, in consideration of the mutual covenants and stipulations set out herein, agree as follows:

A. The duration of this Agreement shall be for the 2025-2026 fiscal year and subject to renewal by the governing bodies upon affirmative action of both parties;

B. The services to be provided shall be as stated in Appendix A, attached and incorporated herein by reference and hereinafter referred to as "services";

C. Rose State College shall remunerate these services at the annual rate of 50 percent of total net ad valorem collections from the Rose State College Technical Education District for the 2025-2026 fiscal year. Payment of monies collected from July 1, 2025, to January 31st, 2026, will be

made on or before February 15, 2026. Payment from monies collected February 1, 2026, through March 31, 2026, will be made on or before April 10, 2026. Payment for monies collected April 1, 2026, through June 30, 2026, will be paid on or before July 10, 2026;

D. Funds for these services, calculated as stated herein, shall be paid from the technical area funds, derived from the operational tax levy as described in Paragraphs 4 and 5 and as budgeted and approved for this purpose by the Trustees of the Rose State College Technical Area Education District and the Board of Regents of Rose State College, whose members are one and the same;

E. The services will provide educational programs and support services for adults and other students, thus contributing to the operation and fulfillment of purpose of both parties;

F. To ensure the fulfillment of purpose, the Curriculum and Syllabus for each course, to include statements of goals and objectives, shall be submitted for review and approval to Rose State College sixty (60) days prior to the commencement of each term or such shorter period of time as may be mutually agreed;

G. Any course may be conducted at either facility upon the agreement of the parties;

H. The Superintendent of Mid-Del and the President of Rose State College shall comprise a joint Board responsible for the programs and shall be assisted by an administrative committee comprised of two (2) members representing each party, to total four (4) members, to oversee the provisions of this Agreement and its implementation and operation, which shall meet at least one time each spring semester; but this committee shall only have advisory authority;

I. Each party shall be responsible for obtaining and utilizing its own property, both real and personal, to include educational and training texts and other aids, including equipment and supplies, unless otherwise agreed to by the parties, and, further, that upon termination of this Agreement, that each party shall retain its own property as stated herein and that title would vest with Mid-Del for

Property purchased pursuant to this Agreement, except that programs may be conducted at either facility as stated above;

J. Enrollment and other pertinent student information and course grades, whether by specific letter or numerical grade, pass-fail, or satisfactory-unsatisfactory, or other type of evaluative measure, shall be furnished Rose State College upon request and at the beginning and end of each term for each student whose training is provided pursuant to this Agreement;

K. Academic credit awarded by Rose State College to adults or other students under this Agreement shall be in conformity with general or specific policies and procedures of the Oklahoma State Regents for Higher Education;

L. This Agreement may be terminated before June 30, 2026, only if funding from the herein designated ad valorem tax collections from Fiscal Year 2025-2026, is not available; provided that this Agreement shall otherwise expire on June 30, 2026, as described in Paragraph A, unless renewed. Further provided that any indebtedness incurred prior to the termination pursuant to the terms of this Agreement shall be considered for payment under the terms hereof;

M. This Agreement shall be effective in the prorated amounts as heretofore stated in Appendix B upon the execution of both parties, the Board of Trustees of the Rose State College Technical Area Education District, the Board of Education for Mid-Del, and the approval of the Attorney General for the State of Oklahoma, as provided by law;

N. This instrument contains the entire Agreement between the parties, and no statement, promises, or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid or binding; and this Agreement shall not be enlarged, modified, or altered except in writing, signed by the parties, and endorsed hereon and as otherwise required by law.

Chairman/Board of Regents, Rose State College;
Board of Trustees, Rose State College
Technical Area Education District

Dated this _____ day of _____, 2025.

STATE OF OKLAHOMA)
) ss:
COUNTY OF OKLAHOMA)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires: _____

President, Board of Education;
District I-52 for Midwest City-Del City Lewis Eubanks
Technology Center

Dated this _____ day of _____, 2025.

STATE OF OKLAHOMA)
) ss:
COUNTY OF OKLAHOMA)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public

My Commission Expires: _____

APPENDIX A

Eligible Courses

- A. "Postsecondary" courses as used herein shall be defined as those which meet the following requirements:
1. Taught for the purpose of development of skills in preparation for employment or career enhancement or other related purposes; and,
 2. Offered or capable of being offered by either party; and,
 3. Offered for no academic credit; and,
 4. Available, but not necessarily restricted, to adult students.
- B. Developmental/Pre-Collegiate Technical courses as used herein shall be defined as those which meet the following requirements.
1. Taught for the purpose of the development of skills in preparation for enhancement of technical courses and/or programs offered by Rose State College; and,
 2. Offered or capable of being offered by either party; and,
 3. Available to adult and, in certain circumstances, to secondary and college students;

Examples of Developmental/Pre-Collegiate Technical courses and the Collegiate Programs are as follows:

MID-DEL

Aviation/Aircraft Structures and Heavy Maintenance
Automotive Service Technology
Collision Repair
Cosmetology
Cyber Security Professional
Health Careers/Medical Office Assistant
HVAC
Interactive Media Specialist
Masonry
Plumbing
Practical Nursing
Welding

Rose State College

Applied Technology: Aerospace Technology
Business Administration
Cyber Security/Digital Forensics
Engineering Technology
Film Studies and Digital Media
Health Information Management
Nursing Science

APPENDIX B

Costs and payments will be based upon the following considerations:

1. Proper categories for payment may include:
 - a. Salaries and benefits of administrators and instructors for applicable courses
 - b. Salaries or wages and benefits of support personnel
 - c. Utilities (electricity, gas, telephone)
 - d. Instructional supplies and equipment
 - e. Repair, renovation, and/or construction costs

Mid-Del Schools will maintain records in regard to expenditures and balances of these designated funds and, upon request, will make these records available to the Rose State College Technical Area Education District and provide assurances that funds were expended for the postsecondary and developmental/pre-collegiate technical students residing within the Mid-Del School District I-52 and enrolled in courses and/or programs described in Appendix A.

Mid-Del School District I-52 will provide for an annual audit of the funds and forward a copy to the Rose State College Technical Area Education District.

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #9b:

President's Report

SUBJECT: Report, discussion, and possible action from the Academic Affairs committee concerning Curriculum Changes for Academic Year 2025-2026

RECOMMENDATION:

The Academic Affairs committee will report and recommend possible action.

STAFF ANALYSIS:

The Academic Affairs committee (Willard, chair; Hill, member; and Smith, ex-officio) will report and recommend possible action on the *FY 2026 Comprehensive Curriculum Changes* distributed electronically to the board on April 11, 2025.

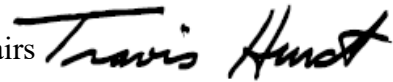
JW/mn

ROSE STATE COLLEGE

Interoffice Memorandum

TO: Chairman Gregory C. Smith
Vice Chairman William H. "Bill" Croak
Secretary Norm Mejstrik
Treasurer Brandon Clabes
Regent/Trustee Chris Hill
Regent/Trustee Laure Vaught Majors
Regent/Trustee Stacy Willard

FROM: Travis Hurst, Vice President for Academic Affairs



DATE: April 11, 2025

SUBJECT: **Summary of FY 2025 Program/Curriculum Changes**

Below is a bulleted summary of FY 2025 Comprehensive Program/Curriculum Changes:

- **Degree Name Change**
 - Data Analytics & Computational Science
- **Delete Degree**
 - Dental Assisting AAS
- **Delete Certificate**
 - Dental Assisting Certificate
- **All other degree changes involved minor program modifications**

The proposal requests the renaming of the Data Science degree to Data Analytics & Computational Science to better align with the evolving focus of the program. Additionally, the MATH discipline is transitioning from emphases to options as part of a broader program modification to ensure compliance with State Regent requirements. As part of this restructuring, the Computer Science emphases will be moved to an option under the newly renamed Data Analytics & Computational Science degree. Furthermore, Health Sciences is proposing the elimination of the Dental Assisting AAS and Dental Assisting Certificate programs. This decision is driven by the goal of increasing enrollment and reinforcing the strength of the existing Dental Hygiene program.

It is recommended the proposed curriculum changes for the academic year 2025-2026 be approved.

TH/al

18a

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

I. BUSINESS & INFORMATION TECHNOLOGY DIVISION

A. Business Administration (November 2024, pages 31-64)

1. Program Changes

- a. **Human Resources Option and Embedded Certificate** – Add “C or better” statement to the option requirement and to the Embedded Certificate. Delete MGMT 2113, Office Management, from Option Requirements and the Embedded Certificate. Removing a course that is no longer relevant. The C or better requirement will show the student has the skills they should possess at graduation.
- b. **Management Option and Embedded Certificate** – Add “C or better” statement to the option requirement and to the Embedded Certificate. Delete MGMT 2113, Office Management, from Option Requirements and the Embedded Certificate. Add MGMT 2503, Project Management, to Option Requirements and Embedded Certificate. Removing a course that is no longer relevant. The C or better requirement will show the student has the skills they should possess at graduation.
- c. **Small Business Management Option and Embedded Certificate** – Add “C or better” statement to the option requirement and to the Embedded Certificate. Delete MGMT 2113, Office Management, from Option Requirements and the Embedded Certificate. Add MGMT 2503, Project Management, and move MGMT 2803, Supply Chain Management & Logistics, as an OR statement to Option Requirements and Embedded Certificate. Removing a course that is no longer relevant. The C or better requirement will show the student has the skills they should possess at graduation.
- d. **General Business Option and Embedded Certificate** – Add “C or better” statement to the option requirement and to the Embedded Certificate. The C or better requirement will show the student has the skills they should possess at graduation.
- e. **Supply Chain Management & Logistics Option and Embedded Certificate** – Add “C or better” statement to the option requirement and to the Embedded Certificate. The C or better requirement will show the student has the skills they should possess at graduation.
- f. **Marketing/Social Media Option and Embedded Certificate** – Add “C or better” statement to the option requirement and to the Embedded Certificate. The C or better requirement will show the student has the skills they should possess at graduation.

B. Computer Information Technology (April 2025, pages 45-53)

1. Course Changes

- a. Change course outcomes for CIT 4806, IT Internship. To complete syllabus to include forms required during the internship process.

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

- C. Management (February 2025, pages 23-32)**
 - 1. Course Changes**
 - a. Change the course outcomes for MGMT 2603 Production and Operations Management. The changes include the 2025-2026 CEP.
 - b. Change the course description and course outcomes for MGMT 2203, Human Resources Management. The change is a more updated description and aligns with CEP description.
 - D. Multimedia Digital Design (September 2024, pages 9-14)**
 - 1. Program Change**
 - a. Add MULT 2113, 3D Graphic Design, to the list of Program Electives. This is a relevant option since it is an in-demand skill within the industry.
-
- II. STEM DIVISION**
 - A. Aviation Associate in Science (November 2024, pages 13-18)**
 - 1. Program Change**
 - a. Move ECON 2303, Principles of Microeconomics, from Program Requirements to General Education Electives. Update the hours for General Education Requirements to 37 hours and Program Requirements to 22 hours. The change is to bring the General Education Requirements to the required 37 hours.
 - B. Biology (November 2024, pages 8-12; February 2025, pages 4-10)**
 - 1. Course Change**
 - a. Change the title, course description, lab hours and outcomes for BIOL 1093, Field Studies in Natural History. The changes are to more accurately reflect the content of the course.
 - b. Change the course description and course learning outcomes for BIOL 2424, Human Physiology. The changes cleans up the language and more accurately reflects requirements of shared CLOs from the transfer matrix.
 - C. Chemistry (November 2024, page 1)**
 - 1. Course Change**
 - a. Change the lecture-lab-credit for the following courses: CHEM 1225 (3-5-5).
 - D. Data Science & Analytics (April 2025, pages 26-41)**
 - 1. Program Changes**
 - a. Change name of the degree, Data Analytics & Computational Science. The Oklahoma State Regents request degree options rather than degree emphasis and these changes reflect compliance with that request.
 - b. Add existing degree as Data Science Option. Move MATH 2213, Fundamentals of Data Science, from Program Requirements to the Option Requirements. Change Program Requirements to 16 hours and add Option Requirements with 3 hours. The Oklahoma State

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

- Regents request degree options rather than degree emphasis and these changes reflect compliance with that request.
- c. Add new option of Computer Science. The Oklahoma State Regents request degree options rather than degree emphasis and these changes reflect compliance with that request.
- E. Earth & Environmental Science (November 2024, pages 19-30)**
- 1. Program Changes**
 - a. **Geology Option** – Move CHEM 1145, General College Chemistry II, from General Education Sciences to Program Requirements. Move MATH 2924, Differential & Integral Calculus II, from Program Requirements to General Education Mathematics. Move PHYS 2434, Physics I for Engineering & Science Majors, from Program Requirements to General Education Sciences. Delete GEOL 2324, Rocks & Minerals from Option Requirements. Add MATH 2934, Differential & Integral Calculus III, to Program Requirements. Update the hours for General Education Requirements to 38, Sciences to 9 hours, Mathematics to 8-14 hours, Program Requirements to 15 hours and Option Requirements to 8 hours. The change is to bring the General Education Requirements to the required 37 hours.
 - b. **Atmospheric Science Option** – Move MATH 2924, Differential & Integral Calculus II, from Program Requirements to General Education Mathematics. Update the hours for General Education Requirements to 38, Mathematics to 8-14 and Program Requirements to 17. The change is to bring the General Education Requirements to the required 37 hours.
 - 2. Course Change**
 - a. Delete METR 2004, Atmospheric Science II, from the Course Inventory. The course is no longer required for the degree.
- F. Engineering (November 2024, page 1)**
- 1. Course Change**
 - a. Change the lecture-lab-credit for the following courses: ENGR 2103 (3-0-3).
- G. Engineering Technology (November 2024, page 1)**
- 1. Course Change**
 - a. Change the lecture-lab-credit for the following courses: ENGT 1203 (3-0-3), ENGT 1214 (3-2-4), ENGT 1224 (3-2-4), ENGT 2103 (2-2-3), ENGT 2224 (2-4-4).
- H. General Science AS (April 2025, pages 1-6)**
- 1. Program Changes**
 - a. Add “C” or better to Program Requirements. The grade requirement change will ensure that students are better prepared for their progression to bachelor programs.
- I. Geology (November 2024, page 1)**
- 1. Course Change**
 - a. Change the lecture-lab-credit for the following courses: GEOL

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

1124 (3-2-4), GEOL 2324 (3-2-4), GEOL 2424 (3-2-4), GEOL 2464 (3-2-4).

J. Mathematics (November 2024, pages 2-7; February 2025, pages 11-22; April 2025, pages 7-25)

1. Course Change

- a. Change the course description, course learning outcomes and prerequisite for MATH 1613, Plane Trigonometry. The changes will better align the course with CEP and to give more clarity on the prerequisite.
- b. Delete MATH 1473, General College Math, and add MATH 1413, Quantitative Reasoning. Changing the name and number of the course better aligns with name conventions across institutions and our own courses.
- c. Add MATH 1453, Algebraic Reasoning, to the Course Inventory. The new course will prepare students to use algebraic reasoning to solve problems and to promote success in courses that utilize algebraic solving methods.
- d. Change title of MATH 2083, Introduction to Statistics for Engineering and Science. The course name change reflects the division name change from Engineering & Science to STEM.

2. Program Changes

- a. **General Emphasis** - Change from emphasis to option and add MATH 2103, Discrete Mathematics and MATH 2973 Introduction to Ordinary Differential Equations to the Program Requirements. Adjust the hours for Program Requirements to 14 and the hours for Option Electives to 10 hours. The Oklahoma State Regents request degree options rather than degree emphasis and these changes reflect compliance with that request.
- b. **Education Emphasis** - Change from emphasis to option and move MATH 2103, Discrete Mathematics and MATH 2973 Introduction to Ordinary Differential Equations from Support and Related to Program Requirements. Adjust the hours for Program Requirements to 14 and the hours for Option Requirements to 9 hours. The Oklahoma State Regents request degree options rather than degree emphasis and these changes reflect compliance with that request.
- c. **Computer Science Emphasis** – Delete the Computer Science Emphasis from the Mathematics degree (option is moving under Data Analytics & Computational Science). The Oklahoma State Regents request degree options rather than degree emphasis and these changes reflect compliance with that request.

K. Meteorology (November 2024, page 1)

1. Course Change

- a. Change the lecture-lab-credit for the following courses: METR 1121 (0-2-1).

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

L. Physics (November 2024, page 1)

1. Course Change

- a. Change the lecture-lab-credit for the following courses: PHYS 2401 (0-2-1), PHYS 2411 (0-2-1).

III. LIBERAL ARTS & SCIENCES

A. Film Studies and Digital Media (April 2025, pages 60-69)

1. Course Changes

- a. Change course description and CLO for FSDM 1103, Production Design, and FSDM 2503, Production I. **FSDM 1103** – This action will remove the cross-list with TH 1103. The proposed changes add more attention to core course values. **FSDM 2503** – This action will reflect the updates to standards for the course to focus solely on film and digital media production.

B. HPER (November 2024, pages 65-69)

1. Course Changes

- a. Add HPER 1521, Suspension Training, to the Course Inventory. To better reflect the specialized curriculum of this activity class and attract more students, it is necessary to assign a distinct code that clearly identifies the course.

C. Mass Communication (April 2025, pages 70-83)

1. Course Changes

- a. Update rationale and add outcomes to MLO for MCOM 2003, State Capitol Reporting. The updates will tie the outcomes to the MLOs.
- b. Update syllabus updating outdated technology and software for MCOM 2503, Media Production and MCOM 2603, Video News. The changes were required to update outdated technology.

D. Philosophy (April 2025, pages 84-97)

1. Course Changes

- a. Delete PHIL 2403, Internship in Philosophy, from the Course Inventory. The course demand has diminished for this course and has not been offered in several years.
- b. Update the CLO for PHIL 2103, Social and Political Philosophy. The course was long overdue for updating. Changes have been made to the rationale, CLOs, textbooks and MLOs.
- c. Change the title of PHIL 2603, The Ethics of Data Science. The new title reflects the broader scope of the course material.

E. Political Science (April 2025, pages 98-103)

1. Course Changes

- a. Change the prerequisites and the CLO for POLS 2803, Introduction to Political Theory. (POLS 2803 is cross-listed with PHIL 2103 – the change to prerequisite will match what is already listed for PHIL 2103.) The course is cross-listed with PHIL 2103. The changes will align the courses.

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

- F. Pre-Education AA (November 2024, pages 70-75)**
 - 1. Program Changes**
 - a. Delete GEOG/PHSC 1114, Physical Geography (with lab), from General Education Requirements and add PHSC 1003, Earth Science, and PHSC 1001, Earth Science Lab. Change the hours for Program Requirement to 23-28 and adjust the overall degree hours to 60. The changes were necessitated in part due to changes made in the articulation requirements between Rose State College and the University of Central Oklahoma.
 - b. Under UCO Transfer Track, delete PHSC 1003/1001, Earth Science with laboratory, and add PHSC 1313, Physical Science. Adjust the hours for the UCO Transfer Track to 17 hours. The changes were necessitated in part due to changes made in the articulation requirements between Rose State College and the University of Central Oklahoma.
- G. Reading (April 2025, pages 104-117)**
 - 1. Course Changes**
 - a. Update CLO for READ 1203, Reading Vocabulary and Enrichment; and READ 1213, Advanced Reading Vocabulary and Enrichment. This change will update to the new syllabus form and update the CLOs.
- H. UCOL TO UNIV – OU sections (informational item on Sept 2024 agenda)**
 - 1. Course Change**
 - a. Change UCOL 1013 to UNIV 1013.

IV. HEALTH SCIENCES DIVISION

- A. Dental Hygiene AAS (September 2024, page 8; February 2025, pages 1-3)**
 - 1. Program Changes**
 - a. Add CHEM 1124, Introduction to Organic and Biochemistry, to General Education Requirements. Change the hours for the degree from 85 to 89 hours. The accrediting body denied the removal of CHEM 1124.
- B. Dental Assisting and Dental Assisting Certificate (February 2025, pages 1-3)**
 - 1. Program Changes**
 - a. Delete Associate in Applied Science in Dental Assisting and the Dental Assisting Certificate. The decision to discontinue the program was made with the goal of increasing enrollment in the Dental Hygiene program.
- C. Medical Laboratory Technology (April 2025, pages 54-59)**
 - 1. Course Changes**
 - a. Change the title for HSML 1202, Urinalysis, and HSML 1114, Hematology/Hemostasis. This course title is more accurate and reflective of the course description and discipline conventions.

FY 2025 COMPREHENSIVE CURRICULUM CHANGES

V. WORKFORCE DEVELOPMENT

- A. Internships (April 2025, pages 42-44)
Creating a policy for Work-Based Learning Requirements.**

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
April 17, 2025

AGENDA ITEM #9c:

President's Report

SUBJECT: Report, discussion, and possible action from the Financial and Audit committee concerning the Internal Audit Report for the period of January 1, 2024, through December 31, 2024

RECOMMENDATION:

The Financial and Audit Committee will provide a report with possible recommendations for action.

STAFF ANALYSIS:

The Financial and Audit Committee (Croak, chair; Mejstrik, member; and Smith, ex-officio) will provide a report for possible action related to the Internal Audit Report for the period of January 1, 2024 through December 31, 2024.

JW/mn

Attachment

March 10, 2025

Board of Regents
Rose State College
6420 S.E. 15th
Midwest City, OK 73110

Re: Report on Internal Audit Type Monitoring Activities – RSC

Members of the Board:

Rose State College (RSC) engaged Crawford and Associates, P. C. to provide certain professional services as identified in the Scope and Objectives of Our Services section below. This report describes the scope and objectives of our services, the specific procedures we performed, our findings and recommendations, and RSC management's responses to our findings and recommendations.

Scope and Objectives of Our Services

The scope of our professional services was limited to performing certain consulting services designed to assist the RSC Board in meeting its fiduciary responsibilities. These services were performed in accordance with the standards applicable to consulting engagements of the American Institute of Certified Public Accountants. With regards to this specific engagement, the scope of our services included certain internal audit type monitoring procedures in the following areas at RSC:

- Miscellaneous Claims Encumbrance and Pre-Audit System
- Cash on Hand
- Human Resources and Payroll
- Continuing Education
- Foundation Contract Compliance
- Follow-up on Prior Year Recommendations

The objectives of our services in this engagement were to obtain information and review selected accounting records to determine whether any recommendations are warranted regarding the design of established internal control policies and procedures, and to report on the level of compliance with those policies and procedures as designed based on our test work.

Miscellaneous Claims Encumbrance and Pre-Audit System

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed RSC policies and procedures, and State laws and regulations regarding the Miscellaneous Claims Encumbrance and Pre-Audit System as established by the Oklahoma State Regents for Higher Education (OSRHE) and the Office of Management and Enterprise Services (OMES);
- Obtained and reviewed prior OMES Quality Control Compliance Review reports for claims processed by RSC through the Miscellaneous Claims Encumbrance and Pre-Audit System; and

Board of Regents
 Rose State College
 Report on Internal Audit Type Monitoring Activities
 March 10, 2025
 Page 2 of 7

Procedures Performed – continued:

- Selected a random sample of claims processed by RSC through the Miscellaneous Claims Encumbrance and Pre-Audit System for testing compliance with the established internal control policies and procedures and applicable State laws and regulations. Such testing was designed to meet the OMES Internal Audit Procedures Minimum Requirements.

We identified a population of 5,042 claims processed through the Miscellaneous Claims Encumbrance and Pre-Audit System for the audit scope period of January - December 2024. We randomly selected 30 claims to be tested. This represents approximately two-thirds of one percent (0.60%) of the total claims processed by the College for the period.

Findings:

- All claims tested were properly approved with the mandatory certification statement.
- All claims tested were agreed to a vendor invoice or other supporting documentation.
- All claims tested contained documentation of proper receipt and evidence of payment approval.
- All claims tested were properly recorded in the appropriate fiscal year of expenditure.
- All claims tested were paid using the correct State account codes.
- All claims tested were for a public purpose and expended appropriately.
- All claims tested were properly encumbered prior to the receipt of goods and/or services.
- Twenty-eight (93%) of the 30 claims tested had proper identifying information that agreed to the vendor invoice. The following two claims had information that did not agree to the vendor invoice:

Claim Number	Payee	Amount	Invoice Number	Claim Invoice Number
2419316	Fresh Ideas Management, LLC	\$8,275.42	6533400029	65334000029

Claim Number	Payee	Amount	Invoice Date	Claim Invoice Date
2501802	Force Personnel Services, LLC	\$6,048.00	8/23/24	8/25/24

- Twenty-nine (97%) of the 30 claims tested were properly calculated and agreed to supporting documentation. The following claim calculated per diem reimbursements incorrectly:

Claim Number	Payee	Per Diem Amount Claimed	Correct Per Diem Amount
2505587	Glidewell, Kylene	\$235.50	\$176.50

Recommendations:

1. We recommend College management reinforce with staff compliance with the designed internal control procedure to ensure that all claims have identifying information that matches the vendor invoice in accordance with the OMES Procedures Manual.
2. We recommend College management reinforce with staff compliance with the designed internal control procedure to ensure that all claims are properly calculated and agreed to supporting documentation in accordance with the OMES Procedures Manual and the State Travel Reimbursement Act.

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Management Responses:

1. Management agrees with the recommendations and have addressed the findings with appropriate staff. Invoice numbers and invoice dates are manually entered into the PeopleSoft system. There will always be a slight chance for clerical errors when manual entry is involved. We will continue to reinforce internal control compliance regarding invoice processing.
2. Management agrees with the recommendation and have addressed the finding with appropriate staff. The employee (that was traveling) made a change to the length of trip after the original travel request had been submitted. The change to the original form was inadvertently missed during the travel reimbursement process. The RSC Travel Coordinator recently resigned, and the new RSC Travel Coordinator has begun the process of stream-lining the entire travel process to eliminate un-necessary paperwork. The new procedures will help to reduce errors and ensure all travel reimbursements are calculated to agree with the supporting documentation in accordance with OMES and State Travel guidelines.

Cash-on-Hand

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed College policies and procedures regarding cash-on-hand.
- Conducted interviews with appropriate management and personnel to gain an understanding of the internal controls surrounding cash-on-hand.
- Obtained a complete listing of cash-on-hand noting locations and authorized amounts and performed cash counts at each location to verify the accuracy and completeness of cash-on-hand, to determine whether proper safeguarding controls were in place, and to test compliance with the internal control policies and procedures as designed, noting any recommendations for improvement.

Findings:

During our cash-count testing procedures, we identified a difference of \$75.80 in the Business Affairs travel fund. This appears to have been due to a difference in overall cash and receipts returned by a department after their trip.

Recommendations:

We recommend College management reinforce with staff assigned to handling cash, the importance of maintaining all records and receipts and any remaining cash during their trip and returning and documenting that process upon arriving back on campus. Furthermore, we recommend College management make a one-time adjustment to bring the Business Affairs travel fund back to the proper authorized amount.

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Management Responses:

Management agrees with the recommendation. It appears there was a discrepancy between the student affairs employee (who requested the cash advance) and the administrative services employee (who was the custodian of the funds) that were involved in the travel cash advance transaction. Both employees have since resigned or retired. An adjustment has been made to the Business Affairs cash on hand travel fund and new procedures have been implemented to require a signature and reconciliation for drop off and retrieval of cash advances. This item will be re-audited next year, and additional control measures will be implemented if necessary.

Human Resources/Employment Services and Payroll

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed College policies and procedures regarding Human Resources/Employment Services and Payroll. We also conducted interviews with appropriate management and personnel to gain an understanding of the internal controls surrounding the employment services and payroll processes.
- Selected a random sample of 20 newly hired employees (i.e., new employees) for the audit scope period of January - December 2024. For each new employee selected, we reviewed their personnel file to verify that all required documentation (e.g., Recommendation for Employment Form, I-9, E-Verify, Loyalty Oath, W-4, transcripts, drug screening, background checks, release to work) for processing a new hire was present and properly completed. And, we recalculated and compared the salary or hourly rate paid per the monthly payrolls to the authorized pay rate per the Recommendation for Employment Form. We also compared the W-4 information in the payroll system to the W-4 Form.
- Selected a random sample of 15 additional employees, those active employees hired before the audit scope period of January - December 2024. For each employee selected, we recalculated and compared the salary or hourly rate paid per the monthly payrolls to the authorized pay rate per the Annual Reappointment Salary Letter. We also compared the W-4 information in the payroll system to the W-4 Form.
- Selected a random sample of five terminated employees (e.g., retirements, resignations, discharges, other) for the audit scope period of January - December 2024. For each terminated employee selected, we reviewed their personnel file to verify that all required documentation (e.g., letter of resignation or retirement, Board approval) for processing a termination was present and properly completed. We also verified compliance with College Policy regarding the calculation and payment of unused annual leave, if any, for each terminated employee selected.
- Verified the proper display of Workplace Posters as required by the U.S. Department of Labor and the State of Oklahoma Department of Labor.

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Findings:

- For the new employees hired during the audit scope period and selected for testing:
 - All required documentation for processing a new hire was present and properly completed.
 - All salaries and hourly rates paid, per the monthly payrolls selected, properly agreed to the authorized pay rate per the Recommendation for Employment Form.
 - All W-4 information in the payroll system properly agreed to the W-4 Form.
- For the active employees hired prior to the audit scope period and selected for testing:
 - All salaries and hourly rates paid, per the monthly payrolls selected, properly agreed to the authorized pay rate per the Annual Reappointment Salary Letter.
 - All W-4 information in the payroll system properly agreed to the W-4 Form.
- For those employees terminated during the audit scope period and selected for testing, all required documentation for processing a termination was present and properly completed, and all payments of any unused annual leave were properly calculated and in compliance with College policy.
- All Workplace Posters as required by the U.S. Department of Labor and the State of Oklahoma Department of Labor were properly displayed.

Recommendation:

We have no recommendations at this time.

Continuing Education and Workforce Development

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed the College policies and procedures concerning Continuing Education and Workforce Development.
- Conducted interviews with management and personnel to gain an understanding of the internal controls surrounding Continuing Education and Workforce Development:
- The key areas covered during the interviews were:
 - Software
 - Course Creation
 - Collection of Course Fees
 - Course Fee Discounts and Credits
 - Invoicing and Receipting
 - PCI Compliance
 - Reconciliation of Accounts Receivable

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Findings:

During our discussions with College management and personnel, it was noted that the fee discount schedule on CampusCE listed some inactive discount codes as active.

Recommendations:

We recommend College management design and implement a periodic review procedure for all fee and fee discounts to ensure timely inactivation of outdated fee and discount codes.

Management Responses:

Management agrees with the recommendation. Continuing Education staff will implement an annual review of all fees and discount codes. All outdated discount codes will be deleted or inactivated.

Foundation Contract Compliance

Procedures Performed:

To accomplish the stated objectives, we performed the following procedures:

- Obtained and reviewed the contract between the College and the Foundation, an Annual Agreement for Exchange for Services, and identified the terms and conditions, or provisions of said contract. We also conducted interviews with appropriate management and personnel.
- For the audit scope period of January - December 2024, we reviewed all supporting documentation and performed tests of inquiry and observation to determine compliance with the following contract provisions:
 - The College agrees to provide:
 - Office space for the Foundation operations and pay the cost of utilities, maintenance and repairs, property insurance, and other physical facility support.
 - College staff to support and fulfill Foundation responsibilities.
 - Computing support.
 - The Foundation agrees to provide:
 - Scholarships to students of the College.
 - Funds, services, and goods to the College to further its mission.
 - Services to promote the College through fund-raising and public relations activities.
- Selected a random sample of 14 students who received a Foundation scholarship during the audit scope period of January - December 2024. For each student selected, we performed the following procedures:
 - Verified the student's tuition and fees bill for the applicable term to confirm that the scholarship amount was applied correctly.
 - Traced the student's name to the scholarship recipients' roster provided with the College invoice to the Foundation.
 - Compared the Foundation's payment to the College and agreed the amount to the College invoice.

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Findings:

Based upon the procedures performed, it appears as though both the College and the Foundation were following the applicable contractual obligations without exception.

Recommendations:

We have no recommendations at this time.

Follow-up on Prior Year Recommendations:

- Miscellaneous Claims Encumbrance and Pre-Audit System: Based on our follow-up procedures, it appears our recommendation regarding prior encumbrance has been implemented. Although there are similar current period findings, it appears our recommendation regarding claims being properly calculated has also been implemented as the findings appear to have been caused by a different process.
- IT General Controls: Based on our follow-up procedures, it appears our recommendation regarding timely deactivation of IT access for terminated employees has been implemented.



We would like to express our appreciation for all the courtesy and assistance we received from staff during our work at the College, and hope that this report will be of benefit to RSC.

Crawford & Associates, P.C.

Crawford & Associates, P.C.

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
April 17, 2025**

AGENDA ITEM #9d:

President’s Report

SUBJECT: Report on meeting dates/items of interest

RECOMMENDATION:

This is an informational item and requires no action.

STAFF ANALYSIS:

Meeting dates of interest that have been scheduled for this and upcoming school year are included below. The President will give a verbal report on any other items of interest.

Date	Time(s)	Event	Location
4/24/2025	6:00 p.m.	RSC Foundation Run for the Roses Derby Party	Atkinson Heritage Center
5/2/2025	2:00 p.m.	Dental Hygiene Program Honors Ceremony	FNB Community Bank Ballroom
5/9/2025	9:00 a.m. 10:30 a.m. 12:00 p.m.	2025 Commencement Ceremony #1 Excellence Awards Brunch 2025 Commencement Ceremony #2	Jeanie Webb Student Union
5/13/2025	7:00 p.m.	2025 Nursing Science Program Pinning and Recognition Ceremony	Performing Arts Center
5/15/2025	11:30 a.m.	Board of Regents/Board of Trustees Regular Meeting	Regents’ Conference Room
5/19/2025	6:00 p.m.	Medical Laboratory Technology Program White Coat Ceremony	FNB Community Bank Ballroom
5/26/2025	--	Campus Closed for Memorial Day Holiday	--

AGENDA ITEM #9d

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Date	Time(s)	Event	Location
6/12/2025	11:30 a.m.	Board of Regents/Board of Trustees Regular Meeting	Regents' Conference Room
6/19/2025	--	Campus Closed for Juneteenth Holiday	--
7/4/2024	--	Campus Closed for Independence Day Holiday	--
7/22/2024	6:00 p.m.	Radiologic Technology Program Pinning Ceremony	FNB Community Bank Ballroom
7/24/2025	6:00 p.m.	Respiratory Therapy Pinning Ceremony	FNB Community Bank Ballroom
8/13/2025	TBD	Fall Convocation Program	TBD
8/21/2025	11:30 a.m.	Board of Regents/Board of Trustees Regular Meeting	Regents' Conference Room

JW/mn