

**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)

AGENDA

**Joint Regular Meeting, January 23, 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 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.

***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 Delegations – President.

4. Communications of Interest PowerPoint Presentation – President.

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.*

- 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 – December 5, 2024. Page 5. (R&T)
- b. Purchases and/or contractual services of \$75,000 or more for the month of January 2025. Page 6. (R&T)
- c. Rose State College Financial Reports for November 2024. Page 7. (R)
- d. Rose State College Technical Area Education District Financial Reports for November 2024. Page 8. (T)
- e. Out-of-State Travel Requests. Page 9. (R&T)
- f. 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

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)

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

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

9. Executive Session – Chairman.

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.

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. Kylee
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)

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

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

11. President’s Report – President.

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

12. Regents/Trustees Comments and/or Suggestions.

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)

14. Adjournment.

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 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 – December 5, 2024, 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 Southeast 15th Street
Midwest City, OK 73110
Administration Building, Regents' Conference Room

MINUTES

**Joint Regular Meeting, December 5, 2024, 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, December 5, 2024, 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 November 16, 2023, and later amended on November 27, 2024. The agenda was posted by 11:30 a.m. on Wednesday, December 4, 2024, 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 11:35 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 Jeanie Webb began the meeting with introductions, expressing gratitude for the contributions of faculty, staff, and students represented at the meeting.

Provost Travis Hurst introduced:

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

Vice President Cordell Jordan introduced:

- Fallon Henning, Senior Director of Marketing and Communications, highlighting her extensive experience and dedication to internal and external communications.

Vice President Lance Newbold introduced:

- Natalie Teel, Student Senate Representative, a Del City resident and active campus leader.

- Amber Stafford, Classified Staff Representative and a key member of the Financial Aid Office.
- Dr. Kirby Harzman, Associate Vice President of Student Affairs, announced to step into the role of Vice President for Student Affairs upon Mr. Newbold's retirement.

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

4. **Communications of Interest – President.**

President Webb shared the following Communications of Interest via PowerPoint Presentation.

- **The Summit Event (November 12, 2024):** President Webb commented that Dr. Bruner “knocked it out of the ballpark” and invited her to share details about the conference. Dr. Bruner reported that the event was designed to empower young men, particularly young Black males, navigating adolescence to adulthood. Over 200 students from eight high schools and organizations attended, with many expressing enthusiasm for the program's impact. A letter from Star Spencer High School highlighted the lasting inspiration it provided to participants, noting how students were chanting "Young King, Young King" upon their return. Dr. Bruner shared that queries had already been received from participants interested in transferring to Rose State, adding that it was “awesome to make those connections.”
- **Golden Apple Awards (November 19, 2024):** President Webb remarked that this event is one of her favorite occasions, describing it as amazing and heartfelt, before inviting VP Newbold to report. This cherished event celebrated educators nominated by Rose State students. Ten exceptional teachers were honored based on heartfelt essays submitted by

students. VP Newbold reported that the award recipients were selected from 78 essays and shared that 85 teachers and family members attended the event, expressing gratitude for the recognition.

- **Recognition of Excellence:**

- Austin Borjas, Rose State Coordinator for Student Activities and Service Learning, was named a 2024 NextGen Under 30 honoree, celebrating his contributions as a community leader.
- Fallon Henning, awarded the Randy Talley Rising Star Award by the Oklahoma College Public Relations Association, was recognized for her creativity, innovation, and integrity in marketing and communications.
- President Webb received the Oklahoma Small Business Development Center Stakeholder Advocate Award, underscoring Rose State's commitment to workforce development.

- **The Campus Holiday Lighting Event (December 3, 2024):** President Webb shared pictures from the Holiday Lighting event, expressing her gratitude to Chairman Smith, Secretary Mejsatrik, and Regent/Trustee Willard for attending. She commended the Student Affairs team for organizing the event, which included music performances, activities for children, and festive decorations that brought the campus community together in celebration. Chairman Smith and Regent Willard both commented on how enjoyable the event was, with Willard noting it was a "wonderful showcase of community spirit," and Smith appreciating the efforts of the staff and volunteers in creating such a vibrant atmosphere.

There were no board actions.

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/Trustee desire to discuss the item, then that item only will be removed and handled as a regular agenda item.

- 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 – October 31, 2024. Page 4. (R&T)
- b. Rose State College Financial Reports for September and October 2024. Page 5. (R)
- c. Rose State College Technical Area Education District Financial Reports for September and October 2024. Page 6. (T)
- d. Out-of-state Travel Requests. Page 7. (R&T)
- e. Personnel Actions. Page 8. (R&T)

Greer, II, Mr. Joshua
Hamric, Mr. David
Mallard, Mr. Marcus
Marvel, Mr. David

Newbold, Mr. Lance
Snoddy, Mr. Reginald
Stewart, Mr. Jason
Studebaker, Mr. Jacob

When Chairman Smith asked if any items within the Consent Agenda should be pulled for separate discussion and action, Regent/Trustee Clabes requested that the minutes for the October 31, 2024, meeting [agenda item #5(a)] be pulled for discussion and separate action.

During the discussion of the October 31, 2024, minutes, Regent/Trustee Clabes began by thanking President Webb, Provost Hurst, and Vice President Newbold for their prior contributions to addressing concurrent enrollment challenges. Clabes acknowledged that data shared during the last meeting identified significant disparities, with Midwest City and Del City High Schools having the lowest participation rates. He emphasized the importance of supporting these at-risk students, calling it both a responsibility and a partnership opportunity with the Mid-Del School District.

“The cost of textbooks and associated fees is still a major obstacle for many of these students,” Clabes stated. He further highlighted discussions from the prior meeting, which included comments from AVP Melissa Hayt about Choctaw High School's single-site structure aiding its success, and Regent General Hill’s insights on using enrollment data to engage with school leaders. Clabes also referenced the need for transparency and stronger partnerships to address these challenges, particularly exploring Title I funds as a potential resource.

President Webb responded by emphasizing the importance of collaboration with Mid-Del and announced plans to form a committee co-chaired by Provost Hurst and Dr. Hayt. She shared her discussions with Superintendent Cobb, noting that textbook costs were among the district’s primary concerns. Webb confirmed her commitment to working with Mid-Del staff and other stakeholders to identify practical solutions, including exploring pilot programs for reducing textbook costs.

Provost Hurst supported the initiative and provided additional details about potential approaches, such as using Open Educational Resources (OER) and analyzing textbook cost data through the college’s PeopleSoft system. He clarified that while many materials are now digital and come with limited-time access codes, deeper investigation would be needed to identify options for cost savings or resource sharing.

Regent Clabes followed up with a question about the timeline for these efforts. Hurst committed to presenting an initial plan by Spring Break. Clabes also proposed including a Mid-Del School Board member on the committee to strengthen collaboration. “Having someone from the Mid-Del Board will ensure their insights and priorities are considered,” he noted.

Regent/Trustee Willard inquired about the specific costs of textbooks for concurrent students, questioning whether recycling materials or other cost-reduction strategies might be viable. Hurst explained that while traditional book recycling is limited in a digital-dominated environment, further analysis would explore which materials might still offer cost-sharing potential.

Regent/Trustee Croak asked whether Title I funds could be used to cover some of these expenses. Clabes clarified that Mid-Del's Title I funding plan, which is public record, could be reviewed and amended if priorities align with concurrent enrollment needs. "This may be a point of discussion once we understand their priorities," Clabes stated, emphasizing the importance of clear communication between the college and the district.

Chairman Smith concluded the discussion by affirming the board's shared commitment to addressing these challenges. "It's our problem to help, even if it's not entirely ours to fix," he said. Smith emphasized the importance of actionable solutions that would provide meaningful opportunities for at-risk students in the Mid-Del area.

Following this discussion Regent/Trustee Croak moved the minutes be approved as presented, with no changes. Regent/Trustee Majors 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 Regents/Trustees present voted aye. The motion to approve the minutes passed.

Regent/Trustee Croak concurrently made a motion to approve the remainder of the Consent Agenda [agenda items #5(b) - #5(e)] and was concurrently seconded by Regent/Trustee Majors. There were no questions or discussion regarding the remainder of the Consent Agenda. The vote was as follows:

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. The motion to approve the remainder of the Consent Agenda passed.

6. Academic Affairs – Provost/Vice President.

- a. Report, discussion, and possible action regarding the request from Dove Schools to add a high school at the South Oklahoma City campus. Page 9. (R&T)

Provost Travis Hurst presented a proposal for Dove Schools to expand their South Oklahoma City campus by adding a high school serving grades 8-12, anticipated to open during the 2025-2026 academic year. He explained that Dove Schools is a high-performing charter school specializing in STEM education, with a strong reputation for programs like its drone team and Science Olympiad team. Hurst emphasized that this expansion aligns with Rose State's goals of supporting educational development and addressing community needs.

Hurst highlighted that Dove Schools already has the funding secured for the project and that their finances, as verified through state-mandated audits, are in excellent standing. Hurst noted that the school system has consistently met fiscal and academic requirements over the past five

years. The addition of the high school would address the significant demand for STEM education in the area, as evidenced by Dove’s extensive waiting lists.

Regent/Trustee Mejstrik asked about the supply and demand dynamics, inquiring whether there was a waiting list for the high school. Hurst confirmed that there is a robust waiting list across Dove’s elementary and middle school levels, which would naturally feed into the high school. “There is plenty of demand,” Hurst said, explaining that the pipeline of students from the lower grade levels supports the need for this additional high school location.

Regent/Trustee Hill raised a question about Rose State’s financial responsibilities in this arrangement, particularly regarding audit and accountability measures. Hurst clarified that while Rose State does not provide funding to Dove Schools, the charter school is required to submit audits to Rose State, adhering to the same standards as traditional K-12 institutions. “All of their audits have been very healthy,” he noted, adding that any findings have been minor and promptly addressed.

Chairman Smith transitioned the discussion to item 6(b), noting the importance of understanding the relationship between the proposed high school expansion and the requested regrading of grade levels. Hurst assured the board that while the two initiatives were related, the regrading would proceed independently of the high school expansion.

Following this discussion, Chairman Smith requested a motion on agenda item #6(a). Regent/Trustee Mejstrik moved to approve and was seconded by Regent/Trustee Hill. 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 Regents/Trustees present voted aye. The motion passed.

- b. Report, discussion, and possible action regarding the request from Dove Schools to realign grade levels across its campuses. Page 10. (R&T)

Provost Travis Hurst then introduced Dove Schools’ request to adjust the grade banding structure across its campuses. The proposed changes would transition elementary schools from serving pre-K to grade 5 to pre-K to grade 4, middle schools from grades 6-8 to grades 5-7, and high schools from grades 9-12 to grades 8-12. This realignment aligns with Oklahoma City Public Schools’ (OKCPS) existing grade banding structure.

Hurst explained that the change is intended to simplify student transitions between Dove Schools and OKCPS, the local public-school district. He elaborated that inconsistencies in grade banding often create challenges for families moving between the two systems. For example, under the current structure, a fifth grader might transfer to an elementary school in OKCPS instead of a middle school, creating unnecessary confusion and disruption. “The goal is to do what’s right and best for students and their families,” Hurst said, emphasizing the alignment with community expectations and best practices.

The board expressed support for the proposal, recognizing the benefits of improved coordination and smoother transitions for students.

Chairman Smith requested a motion on agenda item #6(b). Regent/Trustee Clabes moved to approve and was seconded by Regent/Trustee Mejsstrik. 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 Regents/Trustees present voted aye. The motion passed.

7. **Executive Session – Chairman.**

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.

Aitson-Roessler, Ms. Mechelle
Bruner, Dr. Monique
Checorski-Campbell, Ms. Lauren
Cooper, Mr. Coty
Fisher, Ms. Emily
Greer, II, Mr. Joshua
Hamric, Mr. David
Harzman, Dr. Kirby
Hurst, Mr. Travis
Jordan, Mr. Cordell
Lashley, Dr. Kent

Mallard, Mr. Marcus
Marvel, Mr. David
Mikeman, Ms. Cindy
Newbold, Mr. Lance
Nutter, Ms. Michelle
Poole-Endsley, Dr. Anita
Snoddy, Mr. Reginald
Stewart, Mr. Jason
Studebaker, Mr. Jacob
Webb, Dr. Jeanie

Page 11. (R&T)

Chairman Smith queried the college attorney, Mr. Ray Vincent, to confirm if it was proper and lawful to convene an Executive Session. Mr. Vincent responded that it would be legal, proper, and advisable to convene an Executive Session under agenda item #7. Regent/Trustee Majors moved to convene an Executive Session, and the motion was seconded by Regent/Trustee Mejsstrik. 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 Regents/Trustees present voted aye. The motion passed, and an Executive Session was convened at 12:04 p.m. and ended at 12:39 p.m.

8. Executive Session Action(s) – Chairman.

Possible action(s) as discussed in the Executive Session. Page 12. (R&T)

Chairman Smith inquired whether there was a motion for consideration following the discussion during the Executive Session. Regent/Trustee Croak responded, stating, “It is with much sadness, discussion, and pain, but also some joy, that we accept the retirement notification from Dr. Jeanie Webb, who has celebrated 43 years in higher education, including 12 years as the longest-serving President of Rose State College. I make a motion to accept her resignation effective July 1, 2025.”

Regent/Trustee Clabes clarified that the retirement was intended for President Webb to spend more time with her family, which President Webb confirmed. Regent/Trustee Croak remarked that the board had tried to vote no on her retirement, but that was not an option. “It is my motion,” he said, “though it brings tears to my eyes.”

The motion to accept President Webb’s retirement was seconded by Regent/Trustee Majors. There were no further questions or discussion. The vote was recorded 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. The motion passed.

9. President’s Report – President.

- a. Report, discussion, and possible action regarding the 2025 regular meeting dates for the Board of Regents/Board of Trustees for the Technical Area Education District. Page 13. (R&T)

President Webb presented agenda item #9(a), which included the recommended regular board meeting dates for 2025. She noted that eight meetings were proposed, with no meetings scheduled for March, July, or August. Webb explained that the January meeting was set one week later than usual to accommodate spring convocation activities.

Chairman Smith called for a motion on agenda item #9(a). Regent/Trustee Croak moved to approve the recommended dates, and the motion was seconded by Regent/Trustee Mejschik. 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 Regents/Trustees present voted aye. The motion passed.

b. Report on meeting dates/items of interest. *Informational item only.* Page 14. (R&T)

President Webb provided an overview of notable upcoming campus events and activities, emphasizing their importance to fostering community engagement and institutional pride. She highlighted the following key events:

- **Regents' Christmas Dinner and Tower Awards Presentation:** Scheduled for later that evening, December 5, 2024, this event will feature a festive reception and dinner program to celebrate the holiday season and honor outstanding achievements within the Rose State community. President Webb shared that the program will have elements of Christmases past, present, and future.
- **Campus Winter Break:** The college will observe its winter break from December 23, 2024, to January 3, 2025, allowing staff and students to recharge for the new year.

- **Spring Convocation Activities:** Planned for January 16-17, 2025, the convocation will set the tone for the upcoming semester, featuring sessions aimed at professional development and student engagement.
- **Martin Luther King Jr. Holiday:** The campus will close on January 20, 2025, in observance of Martin Luther King Jr. Day.
- **January Board Meeting:** The next regular board meeting is scheduled for January 23, 2025.

President Webb encouraged all Regents/Trustees to attend these events where possible, reiterating their value in building strong relationships within the college and broader community.

Chairman Smith expressed his appreciation for the detailed updates and commended the college for its efforts in organizing impactful events that align with Rose State's mission.

There were no board actions.

10. Regents/Trustees Comments and/or Suggestions.

Regent/Trustee Croak announced the formation of an ad hoc Presidential Search Committee to facilitate the process of selecting President Webb's successor. He noted that the committee would be led by Regent/Trustee Clabes, with several other board members participating. He requested this be formally noted in the minutes, as the decision was made during Executive Session.

Regent/Trustee Clabes shared heartfelt remarks, reflecting on his long-standing relationship with President Webb. He acknowledged her exceptional contributions, both as a professional and a friend. "There are three women in my life who can make me cry: my wife, my daughter, and Jeanie Webb," Clabes said, emphasizing the profound impact President Webb has had on the college and its community.

Clabes praised President Webb’s leadership and dedication, noting that under her guidance, the college had been transformed in ways that could not be quantified. Addressing her directly, Clabes remarked, “This campus and this college are so much better than what they were, and it’s all because of you and your staff. Your leadership, character, respect, and care have left an indelible mark.” He further acknowledged her plans to spend more time with her family, expressing gratitude for her friendship and service. “Jeanie, I can’t tell you how much I appreciate you as my friend. I know I speak for everyone here,” he concluded.

Chairman Smith thanked Clabes for his heartfelt remarks and commended President Webb for her extraordinary tenure, reiterating the board’s gratitude and respect as they move forward in the search for her successor.

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)

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

12. Adjournment.

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

Position 1 – absent

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 12:46 p.m.

ADOPTED THIS _____ DAY OF _____, 2025.

Greg Smith, Chairman

Attest:

Norm Mejsrik, Secretary

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #5b:

Consent Agenda

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

RECOMMENDATION:

Recommend approval as part of the Consent Agenda

STAFF ANALYSIS:

The purchases and contractual services for the month of January 2025 listed on the attached page are recommended for approval.

JW/se

Attachment

Purchases for Approval of \$75,000 and over January 23, 2025					
Item	Amount	Vendor	Source of Funding	Area	Type of Purchase
Administrative Services					
Highpoint Technology software technical support annual fee	\$84,364.00	Highpoint Technology Solutions Inc.	Tech District	IT	Sole Source

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
January 23, 2025

AGENDA ITEM #5c:

Consent Agenda

SUBJECT: Rose State College Financial Reports for November 2024

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 November 1, 2024. The 750 Fund financial reports reflect the balances as November 1, 2024; the collections and disbursements during the month; 750 Fund interest earnings for these months; and the balances as of November 30, 2024.

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 Nursing Grant)
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

**ROSE STATE COLLEGE
STATE (OMES) FINANCIAL REPORT
November 30, 2024**

Balances November 1, 2024

Fund 290	Educational & General	\$7,503,055.81	
Fund 295	Capital Improvements	\$4,858,166.28	
Fund 430	Grants & Contracts	\$867,094.29	
Fund 490	Government Stimulus	\$510,235.42	
Fund 497	ARPA	\$47,292.76	
Fund 750	Agency Special	\$14,954,786.57	
Fund 789	Payroll and Withholdings Transfers	\$95,106.18	
Fund 790	Medical Self Insurance	\$1,786.45	\$28,837,523.76

COLLECTIONS/INTEREST:

Fund 290	Educational & General	\$2,854,484.31	
Fund 295	Capital Improvements	\$801,000.00	
Fund 430	Grants & Contracts	\$171,185.62	
Fund 490	Government Stimulus	\$895.00	
Fund 497	ARPA	\$140,778.00	
Fund 750	Agency Special	\$2,427,517.98	
Fund 789	Payroll and Withholdings Transfers	\$3,110,095.63	
Fund 790	Medical Self Insurance	\$0.00	\$9,505,956.54

Beginning Balance Plus Collections	\$38,343,480.30
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DISBURSEMENTS:

Fund 290	Educational & General	\$3,846,229.16	
Fund 295	Capital Improvements	\$0.00	
Fund 430	Grants & Contracts	\$211,040.27	
Fund 490	Government Stimulus	\$1,790.00	
Fund 497	ARPA	\$160,957.35	
Fund 750	Agency Special	793,337.52	
Fund 789	Payroll and Withholdings Transfers	\$3,103,203.95	
Fund 790	Medical Self Insurance	\$0.00	\$8,116,558.25

Balances November 30, 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

Total (All Funds)	\$30,226,922.05
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**ANALYSIS OF 750 FUND CASH ACCOUNTS
NOVEMBER 2024**

Prior Month Ending Balance	\$ 3,831,814.87	\$ 10,632,231.70	\$ 14,464,046.57
Prior Month Adjustments			
	<u>UNRESTRICTED</u>	<u>RESTRICTED</u>	<u>TOTAL</u>
CASH BALANCE November 1, 2024	\$ <u>3,831,814.87</u>	<u>10,632,231.70</u>	<u>14,464,046.57</u>
REVENUES AND OTHER ADDITIONS:			
Federal Grants and Scholarships	\$ 302,168.27	\$ 302,168.27	\$ 302,168.27
Sales and Services of Auxiliary Departments	171,076.36		171,076.36
Student Activity, Cultural, Graduation and Parking Fees	31,389.44		31,389.44
Student Facility Fees		26,998.25	26,998.25
Investment Income Received	34,376.34	10,663.24	45,039.58
Endowments		(12.71)	(12.71)
Loan Collections			0.00
Agency Custodial Fund Receipts	1,701,050.14		1,701,050.14
TOTAL REVENUES AND OTHER ADDITIONS	\$ <u>1,937,892.28</u>	\$ <u>339,817.05</u>	\$ <u>2,277,709.33</u>
TOTAL CASH AVAILABLE FOR DISBURSEMENTS	\$ <u>5,769,707.15</u>	\$ <u>10,972,048.75</u>	\$ <u>16,741,755.90</u>
EXPENDITURES AND OTHER DEDUCTIONS:			
Student Activities	\$ 135,341.77		135,341.77
Auxiliary Enterprises	369,011.64		369,011.64
Scholarships and Other Student Aid		47,566.02	47,566.02
Endowments		2,038.76	2,038.76
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	158,032.01		158,032.01
TOTAL EXPENDITURES AND OTHER DEDUCTIONS	\$ <u>662,385.42</u>	\$ <u>130,194.19</u>	\$ <u>792,579.61</u>
NET INCREASE (DECREASE)	\$ <u>1,275,506.86</u>	\$ <u>209,622.86</u>	\$ <u>1,485,129.72</u>
CASH BALANCE November 30, 2024	\$ <u><u>5,107,321.73</u></u>	\$ <u><u>10,841,854.56</u></u>	\$ <u><u>15,949,176.29</u></u>

FINANCIAL REPORT
INTEREST INCOME REPORT
INVESTMENT OF 750 FUNDS

NOVEMBER 2024

Investment Account	Investment Amount	Interest Earned for the Month	Interest Earned for Fiscal Year
Student Activity Fees	5,507,778.98	27,754.39	129,215.84
Auxiliary Enterprises (positive balances only)	277,569.79	1,576.57	7,451.17
Student Senate Marquee	21,269.37	103.53	523.82
Retirement Reserve	1,014,157.24	4,936.25	24,938.40
Endowment Funds	617,611.39	3,112.22	15,224.56
Agency Funds	294,037.88	1,481.69	6,592.98
Student Facility Fees	1,521,004.83	7,664.54	36,891.31

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT**
January 23, 2025

Trustees' Item

AGENDA ITEM #5d:

Consent Agenda

SUBJECT: Rose State College Technical Area Education District Financial Reports for November 2024

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 continuously 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 District. 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 #5d

Page 2

January 23, 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 as of November 30, 2024, and reflect activities for the month.

JW/se

Attachments

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

November 1, 2024

Balance November 1, 2024	\$	196,711.96
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COLLECTIONS:

Money Market Interest	\$	0.00	
Checking Interest		605.82	
Tax Collections		33,658.85	
High Yield Savings		100,000.00	
Refund		<u>134,264.67</u>	<u>134,264.67</u>

Beginning Balance Plus Collections	\$	330,976.63
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DISBURSEMENTS:

Operating Expenses	\$	46,771.21	
High Yield Savings		<u>0.00</u>	<u>46,771.21</u>

Balance November 30, 2024	<u><u>\$</u></u>	<u><u>284,205.42</u></u>
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*The ten-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

***BUILDING LEVY FUND**

November 1, 2024

Balance November 1, 2024	\$	35,608.68
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COLLECTIONS:

Money Market Interest	\$	0.00
Checking Interest		43.35
Tax Collections		17,168.44
High Yield Savings		<u>250,000.00</u>

267,211.79

Beginning Balance Plus Collections	\$	302,820.47
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DISBURSEMENTS:

Operating Expenses	\$	281,729.81
High Yield Savings		<u> </u>

281,729.81

Balance November 30, 2024	<u><u>\$</u></u>	<u><u>21,090.66</u></u>
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*The five-mill levy funds this account.

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

SINKING FUND

November 1, 2024

Balance November 1, 2024		\$	19,794.15
COLLECTIONS:			
Money Market Interest	\$	0.00	
Checking Interest		60.64	
Tax Collections		7,728.11	
High Yield Savings		<u>0.00</u>	
			<u>7,788.75</u>
Beginning Balance Plus Collections		\$	27,582.90
DISBURSEMENTS:			
Operating Expenses	\$	0.00	
High Yield Savings		<u>0.00</u>	
			<u>0.00</u>
Balance November 30, 2024		\$	<u><u>27,582.90</u></u>

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

10-MILL LEVY ACCOUNT

November 1, 2024

Operation Account Balance	\$	284,205.42
Capital Account Balance	\$	0.00
Activity Account Balance	\$	0.00

**FINANCIAL REPORT
TECHNICAL AREA EDUCATION DISTRICT**

November 1, 2024

Building Levy Fund Balance	\$	21,090.66
Sinking Fund Balance	\$	27,582.90
Building Bond Fund	\$	0.00
Bonds & Capital	\$	0.00

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

November 1, 2024

Investments	\$	16,117,696.08
Money Market Interest	\$	0.00
Checking Interest	\$	709.81
Tax Collections	\$	58,555.40

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL EDUCATION DISTRICT**
January 23, 2025

**Regents and
Trustees' Item**

AGENDA ITEM #5e:

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
12/2/2024	Ethan Biller	Austin, TX	<i>Attending the Defense TechConnect Innovation Summit & Expo. Travel is paid from the SBDC/RSC Match budget.</i>
1/7/2025	Spring Byington Geronimo Parra	Orlando, FL	<i>Participate in TRIO Training. Travel is paid from TRIO Talent Search and TRIO Student Support Services budgets.</i>
2/15/2025	Mechelle Aitson-Roessler Lauren Checorski-Campbell Dustin Orrell	Lubbock, TX	<i>Attending the Southern Association of Collegiate Registrars and Admissions Officers (SACRAO) 2025 Conference. Travel is paid from the Office of Admissions budget.</i>
2/22/2024	Ryon Butts Brandon Fairbanks	Neosho, MO	<i>Coaching Baseball game. Travel is no cost to the college.</i>

AGENDA ITEM #5e

Page 2

January 23, 2025

DATE	TRAVELER(S)	DESTINATION	PURPOSE
3/6/2025	Miles Tompkins	Atlanta, GA	<i>Attending Clinical Laboratory Educators Conference. Travel is paid from Clinical Lab Tech budget.</i>
3/8/2025	Dustin Orrell	New Orleans, LA	<i>Attending HEUG (Higher Education User Group) Alliance Conference. Travel is paid from the Office of Admissions budget.</i>
3/9/2025	Steve Daffer	New Orleans, LA	<i>Attending HEUG (Higher Education User Group) Alliance Conference. Travel is paid from the Financial Aid budget.</i>
3/15/2025	John Shackelford Ricardo Vega	New York City, NY	<i>Attending Association of College Unions International (ACUI) Annual Conference. Travel is paid from Student Center Revenue budget.</i>
3/29/2025	Tracey Gregg-Boothby	New York City, NY	<i>Attending Carnegie Hall Performance. Travel is being paid from contract with National Concerts.</i>
4/5/2025	Travis Hurst	Chicago, IL	<i>Attending 2025 Higher Learning Commission (HLC) Annual Conference. Travel is paid from Academic Affairs budget.</i>
4/15/2025	Marcus Mallard	New Orleans, LA	<i>Attending National Popular Culture Conference. Travel is being paid from Humanities Division budget.</i>
6/17/2025	Leslee Edwards	Breckenridge, CO	<i>Attending Nurse Educators Conference. Travel is paid from Nursing R.N. Conversion budget.</i>

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #5f:

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
November 21, 2024 – January 15, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/ Status
NEW APPOINTMENTS						
Al-Shorepy, Dr. Salih	Professor, Biology	Academic Affairs	Doctorate	9	01-25-2025	Faculty/ Temporary
Cobb, Dr. Britni	Professor, Paralegal Studies	Academic Affairs	Doctorate	9	01-21-2025	Faculty/ Probationary
Hollis, Dr. Tammi	Professor, Cyber Security (80%) /Program Coordinator (20%)	Academic Affairs	Doctorate	9	01-16-2025	Faculty/ Probationary
Hunt, Ms. Meaghan	Coordinator, Library Instruction and Digital Services	Academic Affairs	Master's	12	11-22-2024	Professional/ Probationary
Vannoy, Ms. Faith	Workforce Development Programs Specialist	Academic Affairs	Bachelor's	12	12-15-2024	Classified/ Probationary
PROMOTIONS / CHANGES OF ASSIGNMENT						
Aitson-Roessler, Ms. Mechelle	From: Associate Vice President, Enrollment Management/Registrar	Student Affairs	--	12	01-04-2025	Professional/ Probationary
	To: Associate Vice President, Student Affairs/Dean of Students/Registrar					
Boger, Dr. Elizabeth	From: Professor, Psychology	Academic Affairs	--	12	01-06-2025	Professional/ Probationary
	To: Associate Dean					

**ROSE STATE COLLEGE
PERSONNEL RECOMMENDATIONS
November 21, 2024 – January 15, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/ Status
Checorski-Campbell, Ms. Lauren	From: Assistant Director, Admissions and Records					
	To: Director, Admissions and Records	Student Affairs	--	12	01-04-2025	Professional/ Probationary
Christenberry, Ms. Tonya	From: HR, Office and Investigative Assistant					
	To: Coordinator, HR Professional Services	Administrative Services	--	12	02-01-2025	Professional/ Temporary
Davenport, Mr. James	From: Associate Dean					
	To: Professor, Political Science	Academic Affairs	--	12	01-06-2025	Professional/ Regular
Edmond, Ms. Shar’Nell	From: Administrative Assistant to the VP for Administrative Services					
	To: Senior Administrative Assistant to the EVP/CFO	Administrative Services	--	12	12-01-2024	Classified/ Probationary
Glidewell, Ms. Kylene	From: Workforce Development Training Specialist					
	To: K-12 Programs Specialist	Academic Affairs	--	12	01-06-2025	Classified/ Regular

**ROSE STATE COLLEGE
PERSONNEL RECOMMENDATIONS
November 21, 2024 – January 15, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/Status
Harzman, Dr. Kirby	From: Senior Director, Student Life To: Vice President, Student Life/Student Affairs	Student Affairs	--	12	01-04-2025	Professional/ Probationary
Poole-Endsley, Dr. Anita	From: Director, Foundation and Resource Development To: Executive Director, Foundation and Resource Development	President's Area	--	12	02-01-2025	Professional/ Probationary
SALARY ADJUSTMENTS						
Cherrington, Mr. William	Associate Vice President, Information Systems/CIO	Information Technology Services	--	--	01-01-225	--
Cooper, Mr. Coty	Associate Vice President, Athletic Programs	President's Area	--	--	01-01-2025	--
Hayt, Dr. Melissa	Associate Vice President, Academic Affairs	Academic Affairs	--	--	01-01-2025	--
Nutter, Ms. Alberta	Associate Vice President, Human Resources/AAO	Administrative Services	--	--	01-01-2205	--
RESIGNATIONS						
Baker, Ms. Hailey	Accounting Clerk	Administrative Services	--	--	12-06-2024	

**ROSE STATE COLLEGE
PERSONNEL RECOMMENDATIONS
November 21, 2024 – January 15, 2025**

Name	Position/Title	Administrative Area	Degree	Number of Months	Effective Date	Classification/ Status
Baker, Ms. Rosemarie	Business Travel Specialist	Administrative Services	--	--	12-13-2024	
Howland, Ms. Kasie	Simulation & Lab Coordinator	Academic Affairs	--	--	12-09-2024	
RETIREMENTS						
Mikeman, Ms. Cindy	Vice President, Foundation and Resource Development	President's Area	--	--	02-01-2025	--
TERMINATIONS						
Herbert, Ms. Tiffany	Professor, Health Sciences	Academic Affairs	--	--	11-19-2024	--
Larsen, Mr. Adam	Event Support Specialist	Administrative Services	--	--	11-08-2024	--
Scales, Dr. Alton	Dean, S.T.E.M. Division	Academic Affairs	--	--	11-18-2024	--
Snoddy, Ms. April	Coordinator, Scholars for Excellence in Childcare	Academic Affairs	--	--	12-16-2024	--

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #6a:

Staff Report

SUBJECT: Mid-Del Technology Center Report

RECOMMENDATION:

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

STAFF ANALYSIS:

Ms. Becki Foster, Assistant Superintendent of the Mid-Del Technology Center will provide an update report on the Mid-Del Technology Center.

JW/mn

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #7a:

Academic Affairs

SUBJECT: Report, discussion, and possible action from the Academic Affairs Committee related to the reauthorization of the Dove Schools Charter

RECOMMENDATION:

The Academic Affairs Committee will provide a report with possible recommendations for action related to the reauthorization of the Dove Schools Charter.

STAFF ANALYSIS:

Dove Science Academy is a high-performing charter school focusing on STEM education. The school seeks the reauthorization of their charter with Rose State College. This is an exceptional opportunity to continue fostering STEM education and college readiness in the greater metropolitan area and continue to provide concurrent and recruitment opportunities as well.

Academic Affairs recommends reauthorization based off of Dove Schools' history of academic success with a fee of 2% to be retained by the College. Staff will develop detailed plans with Dove Science Academy in regard to authorizer support and services provided by the college and acceptable terms and conditions for renewed contract years. Staff will negotiate a multi-year base agreement, subject to annual renewal contingent upon meeting mutually agreed-upon performance metrics.

JW/th/mn

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #7b:

Academic Affairs

SUBJECT: Report, discussion, and possible action from the Academic Affairs Committee related to the Academic Year 2024-2025 Program Reviews

RECOMMENDATION:

It is recommended that the Academic Year 2024-2025 Program Reviews be approved.

STAFF ANALYSIS:

Oklahoma State Regents for Higher Education requires academic programs to be reviewed on a five-year cycle. Academic Division faculty and administrators reviewed data for the following programs: Baccalaureate Track Nursing Associate of Science, Earth and Environmental Science Associate of Science, Enterprise Development Associate of Arts, Pre-Education Associate of Arts, and the Psychology Associate of Arts. Academic program reviews are a valuable tool for evaluating the effectiveness of programs and aid in determining resource allocation, program modifications, or deletions. Staff recommends approval of the Academic Year 2024-25 Academic Program Reviews.

JW/th

Attachment

Executive Summaries for Academic Year 2024-2025 Program Reviews

1. Baccalaureate Track Nursing (Associate in Science)

Program Overview: The Baccalaureate Track Nursing program at Rose State College prepares students for entry into nursing science programs and transfer to four-year institutions. It supports the institution's mission of providing comprehensive, affordable education.

Achievements and Actions Since Last Review:

- Introduction of STEM bonuses and salary increases for faculty.
- Creation of a Lab Manager role with improved compensation.
- Enhanced articulation agreements, securing reserved seats at SWOSU for nursing students.

Challenges and Recommendations:

- Persistent faculty shortages and overloaded schedules.
- Need for lab expansion to support high enrollment courses.
- Recommendations include hiring additional faculty and increasing training for hybrid course development.

Demand and Employment Outlook: With a growing demand for registered nurses and a nursing shortage in Oklahoma, the program aligns with workforce needs. Partnerships and transfer agreements bolster graduate success.

Conclusion: Maintain the program with focused enhancements on faculty retention, lab improvements, and student advising.

2. Earth & Environmental Science (Associate in Science)

Program Overview: This interdisciplinary program equips students with analytical and critical-thinking skills in environmental science and geology, with strong alignment to general education requirements.

Achievements and Actions Since Last Review:

- Integration of geoscience and environmental science curricula.
- Development of transfer pathways with state universities.
- Enhanced engagement through flexible course delivery methods.

Challenges and Recommendations:

- Temporary loss of STEM building for instructional use.
- Enrollment decline in advanced courses.
- Recommendations include increased marketing, securing a new STEM facility, and enhanced student retention strategies.

Demand and Employment Outlook: Careers in atmospheric and environmental sciences project steady growth, with opportunities for associate degree holders in entry-level roles and strong transfer pathways to bachelor's programs.

Conclusion: Continue the program with modifications, focusing on improved infrastructure and recruitment efforts.

3. Engineering (Associate in Science)

Program Overview: The Engineering program serves as a gateway for students pursuing various engineering disciplines, offering foundational coursework for seamless transfer to four-year institutions.

Achievements and Actions Since Last Review:

- Integration of additive manufacturing into the curriculum.
- Strengthened ties with aerospace industry partners, including Tinker Air Force Base.
- Retained expanded online course offerings post-pandemic.

Challenges and Recommendations:

- Decline in full-time faculty due to enrollment fluctuations.
- Recommendations include updating program learning outcomes, increasing industry collaborations, and pursuing external funding.

Demand and Employment Outlook: Engineering fields are projected for above-average growth, supported by local industry demand from organizations like Boeing and Tinker Air Force Base.

Conclusion: Continue the program with modifications, focusing on industry partnerships and curriculum updates.

4. Enterprise Development (Associate in Science)

Program Overview: A flexible degree completion program, Enterprise Development caters to working adults and transfer students, aligning with state workforce goals.

Achievements and Actions Since Last Review:

- Strengthened partnerships with universities for streamlined transfer pathways.
- Enhanced support for adult learners with accelerated course formats.
- Focused integration with other campus divisions for resource sharing.

Challenges and Recommendations:

- Limited awareness among prospective students.
- Recommendations include targeted marketing campaigns and resolving program coding issues.

Demand and Employment Outlook: High demand for accessible degree pathways for working adults supports state economic and workforce development objectives.

Conclusion: Maintain the program with increased outreach and program clarity.

5. Pre-Education (Associate in Arts)

Program Overview: Designed for students pursuing careers in education, this program supports transfer to four-year institutions and prepares students for teaching certification.

Achievements and Actions Since Last Review:

- Creation of clear transfer tracks and articulation agreements with universities.
- Addition of a 1-credit orientation course for Pre-Education majors.
- Revived the student-led TEACH Club to foster community and engagement.

Challenges and Recommendations:

- Declining enrollment and a saturated employment market for educators.
- Recommendations include enhanced recruitment, mentorship programs, and stronger articulation agreements.

Demand and Employment Outlook: Projections indicate growth in teaching roles, especially in early childhood and K-12 education, as well as addressing current teacher shortages in Oklahoma.

Conclusion: Maintain the program while improving recruitment, retention, and alignment with transfer institutions.

6. Psychology (Associate in Arts)

Program Overview: This program offers foundational courses for transfer to baccalaureate programs and prepares students for roles in social services and mental health.

Achievements and Actions Since Last Review:

- Increased enrollment in concurrent high school courses.
- Reduced degree credit hours for greater accessibility without compromising rigor.
- Creation of an internship program with OU Health Sciences Center.

Challenges and Recommendations:

- Difficulty in retaining qualified adjunct faculty.
- Recommendations include strengthening mentorship for non-tenured faculty, refining program objectives, and exploring workforce certificates.

Demand and Employment Outlook: Strong demand exists in behavioral and mental health fields, with substantial job growth projected nationally and regionally.

Conclusion: Maintain the program with enhancements to faculty support and curriculum alignment.

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #8a:

SUBJECT: Request approval to engage the services of Crawford and Associates for Internal Auditing Services for the Period 1/1/2024 to 12/31/2024

RECOMMENDATION:

It is recommended that the engagement letter with Crawford and Associates for Internal Auditing Services for the Period 1/1/2024 to 12/31/2024 be approved.

STAFF ANALYSIS:

Attached is the engagement letter with Crawford and Associates for Internal Auditing Services for the Period 1/1/2024 to 12/31/2024. The approximate cost for these services, as noted on the third page of the engagement letter, is \$25,000. This cost is the same amount proposed for last year's internal audit. It is recommended that the engagement with Crawford and Associates to provide the Internal Auditing Services for the Period 1/1/2024 to 12/31/2024 be approved.

JW/se

Attachment

January 7, 2025

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

Dear Board of Regents:

Crawford & Associates is pleased that Rose State College (the College) continues to express its confidence in our firm and our government expertise through the request of this engagement letter. We look forward to continuing our professional relationship with the College and the Board.

The purpose of this engagement letter is to confirm the terms of our engagement for the specific professional services requested at this time (see Exhibit A). Those specific internal audit type monitoring services are the result of a risk-based assessment and analysis approach based on input from the Board, College management, and Crawford & Associates.

The objectives of our services in this engagement are 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.

In compliance with our professional standards regarding independence, we will not provide any financial statement audit or other attestation services to the College in conjunction with these services. The internal audit type monitoring services provided by our firm to the College under this agreement will be conducted as consulting services and are not considered an audit or attestation engagement as defined by professional standards.

College's Responsibilities

The College is, and will continue to be, solely responsible for establishing and maintaining an effective accounting and internal control system, including, without limitation, systems designed to assure compliance with policies, procedures, and applicable laws and regulations.

College management and the Board of Regents will be responsible for establishing the scope of the internal audit type monitoring and consulting services and the resources allocated to the work; such responsibility includes determining the nature, scope, and extent of the internal audit type monitoring and consulting services to be performed by Crawford & Associates, providing overall direction and oversight for each service, and reviewing and accepting the results of the work.

The College agrees that any reports issued by Crawford & Associates in the conduct of this engagement are intended solely for the information and use of College staff, management and the governing body. Any such reports will include wording that describes the limitations on their distribution.

Rose State College
Internal Audit Type Monitoring Services Engagement Letter
January 7, 2025
Page 2 of 4

Crawford & Associates Responsibilities

Crawford & Associates is responsible for providing the services, as defined in the Scope of Available Services section of this letter, for the work encompassed in this engagement letter, as defined in the Fees and Costs section. Such services will be performed in accordance with the applicable consulting professional standards of the American Institute of CPAs.

Crawford & Associates will be responsible for reporting or otherwise communicating to College management and/or the Board of Regents any findings or recommendations, it determines necessary, resulting from the internal audit type monitoring and consulting services provided.

Access to Working Papers and Reports

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

Other third parties will not be granted access to nonproprietary working papers retained by Crawford & Associates (including any related reports), until the College provides Crawford & Associates with a written consent and an appropriate communication has been submitted to the third party, and the third party acknowledges their understanding of the purpose for which the working papers and reports were prepared. A representative from Crawford & Associates will also be present during the period that the third party, including regulators and external auditors, is provided access to nonproprietary working papers retained by Crawford & Associates.

Third parties, including external auditors or regulators, will not be provided with a photocopy of any working paper for their retention without the prior consent of Crawford & Associates.

Management has the responsibility to timely communicate material weaknesses or reportable conditions in internal controls, misstatements of financial statements, or similar matters to its external auditors, the Board of Regents, and when required, certain regulators. It is also understood and agreed that Crawford & Associates personnel performing services under this engagement letter may be required by professional standards, in certain cases, to communicate directly to the College's external auditors, the Board of Regents, or certain regulators such findings and information that have been previously communicated to management of the College.

Rose State College
Internal Audit Type Monitoring Services Engagement Letter
January 7, 2025
Page 3 of 4

Fees and Costs

Fees and out-of-pocket expenses for this engagement will be billed as the work progresses and payable upon receipt of our invoices. Out-of-pocket expenses include such costs incurred by our firm in providing the services including travel, lodging, telecommunications, printing, document reproduction, and the like. Our fees for these services will be billed at our standard hourly rates as noted below:

Standard Hourly Rates:

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

Services Included in this Engagement:

The services defined in the Scope of Available Services section of this letter that are specifically included in this engagement are as follows:

- Internal Audit Type Monitoring Services – Internal Audit Plan (see Exhibit A)
- Performer Financial Analysis

The estimated professional fees associated with this work will approximate \$25,000, with out-of-pocket expenses billed for actual costs incurred. It should be noted that this amount is an estimate since it is not possible to accurately pre-determine the number of hours of work required. However, our hours and resulting professional fees billed will not exceed this estimated amount unless additional approval is obtained from the College prior to any additional work commencing.

The term of this engagement is a period from the date of acceptance through completion of the specific internal audit type monitoring and consulting services requested at this time (see Exhibit A). The College may request that Crawford and Associates perform additional available services that are not encompassed in the Services Included in this Engagement section above. Crawford and Associates may perform such additional services upon receipt of a separate signed engagement letter or an addendum to this engagement letter with terms and conditions that are acceptable to the College and Crawford and Associates.

The agreements and undertakings of the College contained in this engagement letter, including, without limitation, those pertaining to restrictions on report use and distribution, and limitation on liability, shall survive the completion or termination of this engagement.

Rose State College
Internal Audit Type Monitoring Services Engagement Letter
January 7, 2025
Page 4 of 4

Please indicate your acceptance of this agreement by signing in the space provided below and returning this engagement letter to us. A duplicate copy of this engagement letter is provided for your records. We look forward to continuing our professional relationship with Rose State College.

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and Agreed to for Rose State College:

By: _____

Title: _____

Date: _____

**ROSE STATE COLLEGE
INTERNAL AUDIT PLAN
FY 2025**

Engagement Name	Board/Mgmt. Importance (H,M,L,)	Estimated Hours
1. Encumbrance & Pre-Audit System	N/A	12-24
2. Cash on Hand	M	16-24
3. HR and Payroll	H	24-32
4. Continuing Education	M	32-40
5. Foundation Contract Compliance	M	8-16
6. Follow-up on Prior Year Audit Findings	N/A	8-16
7. Report Writing, Meetings, and Presentations	--	24-32
8. Performer	--	8-16
Total Planned Hours		132-200

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #8b:

SUBJECT: Request approval to engage the services of Crawford and Associates for Financial Statement Consulting and Preparation Services for Fiscal Year 2025

RECOMMENDATION:

It is recommended that services of Crawford and Associates for Financial Statement Consulting and Preparation Services for Fiscal Year 2025 be approved.

STAFF ANALYSIS:

Attached is the engagement letter with Crawford and Associates for the Financial Statement, Consulting and Preparation Services for Fiscal Year 2025. The approximate cost for these services, as noted on the fourth page of the engagement letter, is \$22,500 and is the same amount proposed for last year's consulting and preparation services. It is recommended that Crawford and Associates be approved to provide the Financial Statement, Consulting and Preparation Services for Fiscal Year 2025.

JW/se

Attachment

January 7, 2025

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

Dear Board of Regents:

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

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

Scope of Services

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

Scope of Available Services

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

Rose State College
Accounting and Consulting Services Engagement Letter
January 7, 2025
Page 2 of 5

Initial Services Requested

Preparation of Annual Financial Statements:

- Assisting with the preparation of the College's annual financial statements from supporting schedules developed and prepared by the College's staff
- Assisting with the coordination of the annual financial statement audit and communications with the external financial statement auditors

Services Related to the Preparation of Annual Financial Statements

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

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

Crawford & Associates' Responsibilities

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

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

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

Management Responsibilities

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

Rose State College
Accounting and Consulting Services Engagement Letter
January 7, 2025
Page 3 of 5

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

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

Other Requested and Available Services

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

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

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

Rose State College
Accounting and Consulting Services Engagement Letter
January 7, 2025
Page 4 of 5

Access to Working Papers and Reports

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

Fees and Costs

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

Standard Hourly Rates:

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

Because Crawford & Associates has no direct control over the type and amount of services requested by the College during the term of this engagement, nor does Crawford & Associates have direct control over the quality of the College's accounting system or records, potential turnover of the College's staff, or the College's staffing levels, resources, or capabilities, it is impractical for us to provide an accurate amount of hours that will be required for the services requested or a not-to-exceed limit on fees and expenses charged. We will rely on the College to provide us with a copy of approved purchase orders or other form of authorization documentation, and to monitor the cumulative fees and expenses charged. You also agree to provide sufficient appropriation for all services requested prior to the services being performed. For your purchase order preparation purposes, we estimate that the fees for the Initial Services Requested, as outlined in the Scope of Service section of this letter, will approximate \$22,500. Should it appear during the course of our engagement that our fees and costs for the services requested may exceed this estimate, we will notify College management as soon as reasonably possible and obtain authorization to proceed.

Rose State College
Accounting and Consulting Services Engagement Letter
January 7, 2025
Page 5 of 5

The term of this engagement is a period from the date of acceptance of this engagement letter through the date of issuance of the College's financial statements for the period ended June 30, 2025. Crawford & Associates may perform additional services upon receipt of a formal request and an authorized purchase order or other form of authorization documentation with terms and conditions that are acceptable to both parties.

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

Acceptance

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

Respectfully submitted and agreed to by,



Frank Crawford
Crawford and Associates, P.C.

Accepted and agreed to for Rose State College:

By: _____

Title: _____

Date: _____

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #8c:

Administrative Services

SUBJECT: Request for authorization to submit to the Oklahoma State Regents for Higher Education requests to increase, establish and modify various academic service fees for selected courses and services.

RECOMMENDATION:

It is recommended that authorization be granted to submit requests to the Oklahoma State Regents for Higher Education to increase, establish, and modify various academic service fees for selected courses and services as stated below.

STAFF ANALYSIS:

Title 70, O.S. § 3218.10 authorizes governing boards of institutions within the State System to establish academic services fees at their institutions, with the approval of the State Regents, which may be required in addition to tuition and mandatory fees. Such fees shall not exceed the actual costs of the academic services provided by the institution and may include, but not limited to, special instruction, testing and provision of laboratory supplies and materials.

Academic Affairs staff have reviewed the academic service fee schedule and have proposed the following changes to be effective for semester terms starting after June 30, 2025.

SPECIAL INSTRUCTION FEES:

Advanced Applied Technology Degree Fee: The proposed \$3.50 per credit hour fee will be utilized to support instruction in Career and Technical Education fields.

Customized Remote Instruction Fee: The proposed \$3.50 per credit hour fee will be applicable to students who require a customized solution for their facility/location. This could also be applied to on-site instruction with any other partners that require different technology infrastructure maintenance.

AGENDA ITEM #8c

Page 2

January 23, 2025

CLASSROOM LABORATORY SUPPLY AND MATERIAL FEES:

STEM Laboratory Fee: It is proposed that this laboratory fee be increased from \$15 up to \$20 per course in response to the inflationary pressures on laboratory supplies and equipment. This is also needed for software licensing and consumable hardware costs for technology in course required laboratories. This fee is applicable to multiple courses within the STEM and Health Sciences divisions.

KL/se

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
BOARD OF TRUSTEES
FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #9:

Possible Executive Session:

The Board of Regents/Trustees may convene an executive session, as authorized by Title 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-Checorsi, 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

**SUBJECT/
RECOMMENDATION:**

It is recommended that the board enter into an executive session to discuss personnel, if necessary.

STAFF ANALYSIS:

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.

JW/mn

**JOINT MEETING OF THE
ROSE STATE COLLEGE
BOARD OF REGENTS
AND THE
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FOR THE
TECHNICAL AREA EDUCATION DISTRICT
January 23, 2025**

AGENDA ITEM #10:

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**
January 23, 2025

AGENDA ITEM #11a:

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
2/12/2025	--	Higher Education Day at the Capitol	--
2/20/2025	11:30 a.m.	Board of Regents/Board of Trustee Regular Meeting	Regents' Conference Room
3/17/2025 – 3/21/2025	--	Campus Closed for Spring Break	--
4/15/2025	5:00 p.m.	Student Life Banquet	FNB Community Bank Ballroom
4/17/2025	11:30 a.m.	Board of Regents/Board of Trustee Regular Meeting	Regents' Conference Room
5/9/2025	TBD	2025 Commencement Ceremonies	Jeanie Webb Student Union
5/15/2025	11:30 a.m.	Board of Regents/Board of Trustee Regular Meeting	Regents' Conference Room
5/26/2025	--	Campus Closed for Memorial Day Holiday	--
6/12/2025	11:30 a.m.	Board of Regents/Board of Trustee Regular Meeting	Regents' Conference Room
6/19/2025	--	Campus Closed for Juneteenth Holiday	--

JW/mn