

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES

Oklahoma City, Oklahoma

December 11, 2018

11:00 a.m.

- I. Call to Order by Chairman Dan Little
- II. Roll Call
- III. Discussion and Possible Action on Minutes of Board of Trustees Meeting of September 11, 2018
- IV. Report from the Chief Academic Officer
  - a. Curriculum and Instruction
  - b. Special Events
- V. Report from the Director of Admissions
  - a. General Update
- VI. Report from the Director of Development
  - a. Giving and Donors
  - b. Grants and Projects
  - c. Outreach, Visitors, and Tours
- VII. Report from the Chief Fiscal Officer
  - a. Financial Operations Update
- VIII. Report from the President
  - a. External Matters (Outreach/Public and Governmental Relations)
  - b. Internal Matters (Personnel and Residential Life)
- IX. Approval of Proposed Meeting Dates for 2019
- X. New Business: Any Matter Not Known About or Which Could Not Have Been Reasonably Foreseen Prior to the Time of Posting of the Agenda (as defined in Oklahoma Statutes Title 25, Section 311 (A)(9))
- XI. Adjournment

**OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS**

**BOARD OF TRUSTEES**

**Oklahoma School of Science and Mathematics  
1141 North Lincoln Boulevard  
Oklahoma City, Oklahoma**

**December 11, 2018**

**11:00 a.m.**

Present: Dan Little, John Armitage, Lance Benham, Kent Buchanan, Jack Coffman, Tom Deighan, Kelley Dowd, Gary Ellis, Lara Mashek, Ron Mashore, Geoff Simpson, Goldie Thompson (representing Glen Johnson), Donna Windel, David Wrobel, and Cody Yocom.

OSSM Staff: Amanda Bonnett, Pam Felactu, Shannon Gorbet, Liz Heigle, Bill Keuhl, Lynn Morgan, Jan Neufeld, and Frank Wang.

Absent: David Drennan, Joy Hofmeister, Michael Jordan, Paul Kincade, John Massey, Jeanette Mendez, Kalpana Misra, and Gary Stanislawski.

The Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., December 11, 2018, at 1141 North Lincoln Boulevard, Oklahoma City, Oklahoma. The Board conducted the meeting in accordance with the agenda, a copy of which is attached.

Little called the meeting to order at 11:06 a.m.

**Take Action on Minutes of Board of Trustees Meeting of September 11, 2018.** Little asked for approval or corrections to the minutes from September 11, 2018. Windel moved the approval of the minutes. Simpson seconded. Vote as follows: Little, yes; Armitage, yes; Benham, abstain; Buchanan, abstain; Coffman, yes; Deighan, yes; Dowd, yes; Ellis, yes; Mashek, abstain; Mashore, yes; Simpson, yes; Windel, yes; and Yocom, abstain.

**Report from the Chief Academic Officer.** Dr. Neufeld reported that the Spring 2019 student schedule is now being developed for faculty preview and will be completed by December 14<sup>th</sup>. All faculty performance management mid-year reviews have taken place. Final Exams will be held December 10<sup>th</sup>-15<sup>th</sup>. The Faculty Academic Committee meetings will be held on December 19<sup>th</sup> and the Spring 2019 semester will begin January 7<sup>th</sup>. Dr. Brent Cassidy, from DNA Solutions, Inc., will be speaking at the January assembly. There will be a STEM school exchange with the Lycée Marie Curie-a senior high school in Sceaux, Hauts-de-Seine, France March 13<sup>th</sup>-23<sup>rd</sup>. Lycée Marie Curie students will visit OSSM in the fall of 2019. This school exchange is a partnerships program presented by the Department of World Languages at the Oklahoma Department of Education. Dr. Neufeld and Mr. Morgan answered questions from the Board.

**Report from the Director of Admissions.** Mr. Kuehl reported that OSSM hosted 109 guests at the Sophomore Preview Day event on December 1<sup>st</sup>. This type of student interest will translate

into yet another large, strong academic and diverse group of students for the class of 2021. Recruitment of new students at recruitment fairs and strong interest in the Student Shadow Program continues to strengthen this year's applicant pool. New ideas and partnerships with OU and OCU should enable OSSM to enroll more international students for fall 2019. Anticipated enrollment is for 4-6 full-pay Korean students for the class of 2021. Dr. Wang and Mr. Kuehl answered questions from the Board.

**Report from the Director of Development.** Felactu discussed Foundation and Governing Board donations which included \$250,000 from Sarkeys Foundation for OSSM faculty programs/needs and \$35,000 from Sarkeys Foundation for the 2018 Summer Math Teacher Institute. The 2018 Annual Appeal letters were mailed out to donors on November 9<sup>th</sup> and to alumni on November 12<sup>th</sup>. The Foundation is currently researching new grants/support opportunities with Marathon Oil, ITC Holdings, and Lockheed Martin. Ms. Felactu answered questions from the Board.

**Report from Chief Fiscal Officer.** Morgan reported that OSSM is being audited for 2014-2018. The audit is multifaceted and included items such as compliance and finances. The Board will be given a report of the audit once it is completed. OSSM is in the process of a new bid for a security company. The bid closes December 11<sup>th</sup> (today). Discussed matters related to the carryover in the budget. Dr. Wang and Mr. Morgan answered questions from the Board.

**Report from the President.** Wang announced that he met with Senator Dwayne Pemberton, accompanied by Mr. Morgan and Ms. Gorbet. Senator Pemberton will be the Chair of the Senate Appropriations and Budget Education subcommittee. The OSSM Foundation held two outreach events – one at the home of Ms. Heigle in Oklahoma City and one at the Southern Hills Golf and Country Club in Tulsa, both during the month of October. Dr. Wang and Dr. Neufeld visited all eight of the Regional Centers. The Virtual Regional Center program is actively recruiting new students to grow the program. An engineering seminar will be offered in the spring in a collaboration with OSU's College of Engineering, Architecture, and Technology and board member Mr. Mashore. OSU will waive the first-year engineering class requirement for students who take that class. Dr. Wang gave part of his time to Director of Public Information, Liz Heigle. Ms. Heigle is in the process of forming creative ways to utilize OSSM's campus to promote OSSM by hosting events such as the statewide chess tournament, the Perry Initiative and the Ethics Bowl, She is also finding ways to educate the legislature on OSSM. There were no questions from the Board.

**New Business.** No new business was discussed.

**Adjournment.** Meeting adjourned at 12:53 p.m.