

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma

May 8, 2018

11:00 a.m.

- I. Call to Order
- II. Roll Call
- III. Discussion and Possible Action on Minutes of Board of Trustees Meeting of February 13, 2018
- IV. Report from Chief Academic Officer
 - i. Curriculum and Instruction
 - ii. Special Events
- V. Report from the Director of Admissions
 - i. General Admissions Update
- VI. Report from the Director of Development
 - i. Giving and Donors
 - ii. Grants and Projects
 - iii. Outreach, Visitors and Tours
- VII. Report from Chief Fiscal Officer
 - i. Financial Operations Update
- VIII. Report from Director of Public Information
 - i. General Update
- IX. Report from the President
 - i. External Matters (Outreach/Public and Governmental Relations)
 - ii. Internal Matters (Personnel and Residential Life)
- X. Executive Order 2015-46
- XI. 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))
- XII. Adjournment

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

**BOARD OF TRUSTEES
Executive Committee**

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

**May 8, 2018
11:00 a.m.**

Present: Dan Little, David Drennan, Jack Coffman, Geoff Simpson and Donna Windel.

OSSM Staff: Amanda Bonnett, Pam Felactu, Shannon Gorbet, Liz Heigle, Bill Kuehl, Lynn Morgan, Brent Richards, and Frank Wang.

Absent: n/a

Guest: n/a

The Executive Committee of the Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., May 8, 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 11:10 a.m.

Take Action on Minutes of Executive Committee Meeting February 13, 2018: Little asked for additions or corrections to the minutes of the meeting of February 13, 2018. Drennan moved approval of the minutes. Coffman seconded. Vote as follows: Little, yes; Drennan, yes; Coffman, yes; Simpson, yes, and Windel, yes.

Report from Chief Academic Officer: Richards reported the ‘Introduction to Engineering’ seminar has begun with 10 students enrolled. The mentorship program is on-going with 27 students continuing in the program. Dr. Ann Dell will be retiring at the end of the current school year after 25 years of teaching at OSSM. Dr. Delwar Hossain has joined the OSSM faculty and is teaching General Chemistry and Physical Chemistry. The Oklahoma Women’s Forum will be held March 7th in Tulsa. All female students will be attending the event. Spring Break is March 17th through March 25th and AP Exams will be held May 7th through May 18th. Students have several academic contests coming up including the Chemistry Envirothon and the National Science Olympiad. Kuehl and Richards answered questions from the Board.

Report from the Director of Development: Felactu reported that contributions have increased from this time last year. The Foundation assets have seen a sixteen percent increase. On February 23rd, OSSM’s Boeing partners and NASA Astronaut Don Thomas will visit OSSM and make a presentation to all students and faculty about America’s space programs, and Boeing’s role in building the future – in space. Dr. Thomas will share his experiences in space aboard the International Space Station along with other highlights of his work with NASA. Felactu concluded her report discussing Quantum Experience, which will be held April 5th. Felactu answered questions from the Board.

Report from Chief Fiscal Officer: Morgan reported on the FY2018 budget. OSSM historically operates around six million a year. Morgan concluded his report stating that the budget carryover will need to be decreased within the current budget year. Morgan answered questions from the Board.

Report from the President: Wang reported that he will be speaking at the Oklahoma City Town Hall Lecture Series to an anticipated audience of between 800-1,000 people. The \$5,000 honorarium for the lecture will be donated to the Foundation. The Governor's Scholars Program was launched on January 10th. Beginning with the 2018-19 school year, the Governor's Scholars ceremony will be held during convocation. The program will also retroactively apply to all past OSSM students who meet the criteria. Wang concluded his report discussing his recent travels across the state visiting various high schools to promote OSSM which included schools in west Oklahoma, east Oklahoma, and far south Oklahoma. Wang answered questions from the Board.

Executive Order 2015-46. Morgan brought three items to the Board for approval under the Executive Order 2015-46. Morgan asked for approval of \$88,369 for the repair and reseal of the campus parking lot, sidewalks, and curbs; \$25,000 for 144 mattresses in the dorm; and approximately \$50,000-80,000 for updating the calculus textbooks for both the main campus and the regional centers. Coffman moved the motion for approval and Simpson seconded. Vote as follows: Little, yes; Drennan, Coffman, Simpson, yes; Windel, yes.

New Business: No new business was discussed.

Adjournment: The meeting was adjourned at 12:15 p.m.