

OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS
BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING

Oklahoma City, Oklahoma
November 12th, 2019
11:00 a.m.

- I. Call to Order
- II. Roll Call
- III. Review, discussion, and possible action on Minutes of Board of Trustees Meeting of October 8, 2019
- IV. Report from Chief Academic Officer and Possible Discussion
 - i. Curriculum and Instruction
 - ii. Special Events
- V. Report from the Director of Admissions and Possible Discussion
 - i. General Admissions Update
- VI. Report from the Director of Development and Possible Discussion
 - i. Giving and Donors
 - ii. Grants and Projects
 - iii. Outreach, Visitors and Tours
- VII. Report from Chief Fiscal Officer and Possible Discussion
 - i. Financial Operations Update
- VIII. Report from the President and Possible Discussion
 - i. External Matters (Outreach/Public and Governmental Relations)
 - ii. Internal Matters (Personnel and Residential Life)
- IX. Possible Executive Session pursuant to 25 O.S. § 307(B)(4) for the purpose of having confidential communications between OSSM's Board of Trustees and its counsel about the EEOC claim of Dr. Angel Wilson against OSSM, Charge No. 564-2019-00958.

Advice of Counsel: Disclosure of confidential communications between OSSM and the Office of Attorney General will seriously impair the ability of OSSM to process the claim or conduct the litigation as necessary for the public interest.

- I. Vote to Enter Executive Session
- ii. EXECUTIVE SESSION pursuant to 25 O.S. § 307 (B)(4)
- iii. Vote to Exit Executive Session

- iv. Vote on matters discussed in Executive Session
- X. Report from Board Chairman and Items of Discussion and Possible Action
- i. Innovation District and Master Plan
 - ii. Assembling and Review of All Deeds Related to OSSM Campus
 - iii. Amended OSSM Bylaws
 - iv. Board Committees
 - v. Budget Requests for this year and Budget Requests and Actual Budgets for last three years
 - vi. Information about and Review of Niche Rankings and other Ranking Organizations and Discussion of Possible Steps to Improve
 - vii. Study of Other Schools, including the Illinois School of Science and Mathematics
 - viii. Information about and Review of Salaries and Total Compensation of all OSSM Administrators, Faculty, Staff and Employees
 - ix. Discussion of Merit Pay and Changes and Required Procedures, Restrictions and Limitations, especially considering that OSSM is an independent state agency
 - x. Board Member Orientation and Training
 - xi. Review of Clubs and Extracurricular Activities Opportunities
 - xii. Review of Physical Education and Sporting Requirements and Opportunities
 - xiii. Discussion of Board Ombudsman and Representative
- 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**

**December 3, 2019
11:00 a.m.**

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

OSSM Staff: Amanda Bonnett, Pam Felactu, Shannon Gorbet, Bill Kuehl, Jan Neufeld, Frank Wang, and Linda Waters

Absent: John Armitage

Guest: Thomas Schneider

The Executive Committee of the Board of Trustees of the Oklahoma School of Science and Mathematics held a meeting at 11:00 a.m., December 3rd, 2019 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 11:05 a.m.

Take Action on Minutes of Executive Committee Meeting October 8th, 2019: Little asked for additions or corrections to the minutes of the meeting of the October 8th meeting. Windel moved approval of the minutes. Benham seconded. Vote as follows: Little, yes; Drennan, yes; Benham, yes; Coffman, yes Simpson, yes; and Windel, yes.

Report from the Chief Academic Officer. Dr. Neufeld reported that Dr. Rahman and students attended and presented student research at the American Chemical Society's 2019 Southwest & Rocky Mountain Regional Meeting in El Paso. Dr. Neufeld, Dr. McCargish, and Ms. Bonnett attended the National Consortium of Specialized STEM School Conference in November. Current challenges have been handled regarding the student use of the OMES network, the OSSM network and the policies of the OSSM student handbook. The OMES project team is working on campus to collect information regarding software for a new student information system and learning management system. Questions from the Board were answered by Dr. Wang and Dr. Neufeld.

Report from the Director of Admissions. Mr. Kuehl reported that there was a strong turnout for the Sophomore Preview Day event with over 200 attendees. Attendance at the event and along with aggressive recruitment in Oklahoma should enable us to enroll yet another academically strong and diverse group of students for the Class of 2022. Recruitment of new students at recruitment fairs and strong interest in our Student Shadow Program will continue to strengthen this year's applicant pool as well. Our international student partnership with GuardianEDU continues to flourish. We anticipate enrolling an additional 5-7 Korean students in the Class of 2022. Questions were answered by Mr. Kuehl and Dr. Wang.

Report from the Director of Development: Ms. Felactu reported there were several Foundation events in October which included the PAOSSM Reception, International Night, Awesome Friends Luncheon, Awesome Evening in Enid, and Awesome Breakfast in the Morning (November). Quantum Experience and the Annual Appeal fundraising season is coming up soon. The two greatest needs for funding are the full-time computer science professor and possibly the student information system/learning management system. Questions from the Board were answered by Ms. Felactu.

Report from Chief Fiscal Officer: Ms. Gorbet reported that there is an upcoming meeting with the the Senate for agency budget requests for 2020. A notification from OMES was received that property insurance will be increasing. The campus front gate is being repaired. Bids for the repair have been received. Installation of the HVAC system for the Library building is complete. A study of how to address the humidity issues in the Residence Hall is ongoing. Questions were answered by Ms. Gorbet.

Report from the President: Dr. Wang reported during October, OSSM hosted two groups of exchange students – one from Lycee Marie Curie, a STEM school outside of Paris and one from Stuttgart, Germany. Both groups were around 10-11 students. On November 21st, NASA director Jim Bridenstine took time to exclusively address the OSSM students at the OKC Townhall lecture series. During November, Dr. Wang visited many different high schools across the state which included Stillwater, Perry, Frontier, Ponca City, and Mulhall-Orlando. Dr. Wang is currently in the process of contacting the offices of Senators Lankford and Inhofe and Representative Tom Cole about changing the statute that allows overseas students attending public US high schools to stay for a maximum of one year. OSSM is working to expand our summer program to include a 3-week residential program tailored to overseas students. Questions from the Board were answered by Dr. Wang.

Report from Board Chairman and Items of Discussion and Possible Action: The Innovation District and Master Plan, Board Committees, and information and the review of Niche ranking and other ranking organizations were discussed regarding possible steps towards improvement at OSSM.

The Board broke for executive session at 1:17 p.m. and returned from executive session at 1:37 p.m. for the purpose of discussing the EEOC Charge No. 564-2019-00968. No action was taken.

The Board broke for executive session at 1:39 p.m. and returned from executive session at 2:56 p.m. for the purpose of discussing the employment of the Vice President of Academic Services. No action was taken.

New Business: No new business was discussed.

Adjournment: The meeting was adjourned at 2:57 p.m.