

**OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS
BOARD OF TRUSTEES
EXECUTIVE COMMITTEE MEETING
VIRTUAL SPECIAL MEETING**

Oklahoma School of Science and Mathematics
1141 N. Lincoln Blvd.
Oklahoma City, Oklahoma 73104
Sen. Bernice Shedrick Library Building, Small Conference Room
Tuesday, June 23rd, 2020, 11:00 a.m.

The Special meeting will be available for viewing by the press and public online at

<https://us02web.zoom.us/j/88212490340?pwd=RmYxLzdVVV1FBK3N2U2hQQnV1RFh0dz09>

MEETING ID: 882 1249 0340

PASSWORD: 0P1YXI

This Special meeting is being held consistent with the amendments to the Open Meeting Act, 25 O.S. 2011, § 301 et seq., signed into law by Gov. J. Kevin Stitt on Wednesday, March 18, 2020. See Senate Bill No. 661, 2020 O.S.L 3, § 3.

Members of the Executive Committee of the Board of Trustees will appear as follows:

Dan Little, Chairman	Attending in Person
Dr. John Armitage, Trustee	Attending via Teleconference
Mr. Lance Benham, Trustee	Attending via Videoconference
Ms. Sara Brown, Trustee	Attending via Teleconference
Mr. Jack Coffman, Trustee	Attending via Videoconference
Dr. David Drennan, Trustee	Attending via Teleconference
Mr. Geoffrey Simpson, Trustee	Attending via Videoconference
Ms. Donna Windel, Trustee	Attending via Teleconference

Also appearing in person with Chairman Little will be President Dr. Frank Wang, and counsel to OSSM, Assistant Attorney General Thomas R. Schneider

IN THE EVENT ELECTRONIC COMMUNICATIONS ARE LOST OR COMPROMISED OR LIVESTREAMING IS INTERRUPTED DURING THE MEETING, THE OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS WILL TEMPORARILY RECESS IN ORDER FOR TECHNICAL DIFFICULTIES TO BE RESOLVED.

To the extent not otherwise provided below, the Executive Committee of the OSSM Board of Trustees may, at its discretion, discuss, vote to table, change the sequence of any agenda item, or choose to take up any item set forth below.

- I. Call to Order, Determination of Quorum, and Certification of Open Meeting Act Compliance.
- II. Roll Call.

- III. Review, discussion, and possible action on Minutes of Board of Trustees Meeting of May 12th, 2020.
- 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 HR Generalist/Executive Assistant.
- VIII. Report from Chief Fiscal Officer and Possible Discussion.
 - i. Financial Operations Update
- IX. Report from the President and Possible Discussion.
 - a. External Matters (Outreach/Public and Governmental Relations)
 - b. Internal Matters (Personnel and Residential Life)
- X. 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 pertaining EEOC Charge No. 564-2019-00798, Dr. Angel Wilson v. OSSM.

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.

- a. Vote to Enter Executive Session.
 - b. EXECUTIVE SESSION pursuant to 25 O.S. § 307(B)(4).
 - c. Vote to Exit Executive Session.
 - d. Vote on matters discussed in Executive Session.
- XI. 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**

**June 23rd, 2020
11:00 a.m.**

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

OSSM Staff: Amanda Bonnett (via Zoom), Pam Felactu (via Zoom), Shannon Gorbet, Bill Kuehl, Kari Kuykendall, and Frank Wang

Guest: Sara Brown (via Zoom) and 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., June 23, 2020 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 11:02 a.m.

Take Action on Minutes of Executive Committee Meeting May 12th, 2020: Little asked for additions or corrections to the minutes of the meeting of the May 12th meeting. Coffman moved approval of the minutes. Windel seconded. Vote as follows: Little, yes; Drennan, yes; Benham, yes; Coffman, yes; Simpson, yes; and Windel, yes.

Report from the Chief Academic Officer. Dr. Wang reported classes will begin on July 29th for the 2020 fall semester and will conclude on November 24th. A 'Ramp-up' class will be held before students begin classes which will include review sessions on humanities, math, physics, and chemistry. Graduation for the CO2020 will be held on July 24th on campus. Social distancing requirements will be maintained for the health of attendees. Ms. Parish reported on the college applications, acceptances, matriculation, and scholarships for the CO2020. Questions from the Board were answered by Ms. Parish and Dr. Wang.

Report from the Director of Admissions. Mr. Kuehl reported that for the class of 2022, 75 invitations were sent to student applicants and 73 invitations were accepted. A virtual SOAR (Student Orientation, Advising, and Registration) was held on June 18 from 1-5pm. Seventy-eight seniors were invited to return this fall. 74 seniors have responded that they will be returning. No international students will be returning for 2020-21. They either were not invited back for academic reasons or choose to transfer to a different school. Questions were answered by Mr. Kuehl.

Report from the Director of Development: Ms. Felactu reported on recent contributions from individual donors, trustee giving, financials, grant and major gift activity and upcoming projects and priorities of the Office of Development. There were no questions from the Board.

Report from Human Resources: Ms. Kuykendall reported that the policies for employees to return to work on campus are currently being created and reviewed. The employee handbook, organizational chart, job titles, job descriptions, and compensation are also being reviewed and updated. There were no questions from the Board.

Report from Chief Fiscal Officer: Ms. Gorbet reported on the current fiscal year for budget expenditures and appropriations. For fiscal year 2021, there will be a 4% reduction in appropriations. The fire alarms on campus will need replacing. The estimated costs for replacement is \$123,000. The food service contract is being renewed with Valley Services. Temperature scanners, face masks, hand sanitizer, and extra cleaning supplies are being purchased for COVID-19 expenditures. Questions were answered by Ms. Gorbet and Dr. Wang.

Report from the President: Dr. Wang reported that because of the COVID-19 situation, various summer programs had to be cancelled: summer teacher workshops for math and science, two one-week summer academies, and the Investigative Research Scholars Program (IRSP). We are working with the OU Medical Center for the planned testing of the OSSM community (faculty, staff, and students) for rapid response COVID-19 testing for when classes resume. Dr. Wang has spoken with representatives of the OU Medical Center and is trying to arrange for on-site testing. Extensive conversations with OMES (Office of Management Enterprise Systems) are being held to assess additional charges for the support of student computers pending a study of the usage and load on OMES for this coming academic year. There were no questions from the Board.

Executive Session and Possible Action: The Board moved to enter executive session at 12:31 p.m. to discuss confidential communications between OSSM's Board of Trustees and its counsel pertaining to EEOC Charge No. 564-2019-00798, Dr. Wilson v. OSSM, as AAG Schneider advises that public disclosure would impede the OSSM's ability to process the claim or litigation in the public interest. The Board returned from executive session at 1:02 p.m.

New Business: No new business was discussed.

Adjournment: The meeting was adjourned at 1:03 p.m.