

# OKLAHOMA SCHOOL OF SCIENCE AND MATHEMATICS

## BOARD OF TRUSTEES Executive Committee

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

January 18, 2021  
11:00 a.m.

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

OSSM Staff: Elizabeth Jacoby, Shannon Gorbet, Pam Felactu, Bill Kuehl, Brent Richards, Frank Wang, and Linda Waters

Absent:

Guests: 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., January 18, 2022 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 Executive Committee Meeting November 9, 2021:** Little asked for additions or corrections to the minutes of the meeting of the September meeting. Windel moved approval of the minutes. Simpson seconded. Vote as follows: Little, yes; Mashore, yes; Coffman, yes, Windel, yes; Drennan and Benham abstain.

**Report from the Chief Academic Officer.** Dr. Richards reported that Tuesday, January 18<sup>th</sup>, was the start of the spring semester. The start date was pushed back due to the high levels of Covid in the state. Currently there are 56 seniors and 52 juniors enrolled at OSSM. The Academic Committee meeting led by Geoffrey Simpson and Dr. David Drennan, met on January 6<sup>th</sup> with the math department. The committee will meet with the physics department on February 3. Questions from the Board were answered by Dr. Richards.

**Report from the Dean of Admissions.** Mr. Kuehl reported that OSSM continues to see strong interest from parents and students for the Class of 2024 and there are 12 students registered to take part in the shadowing program in January and February. The OSSM Student Ambassadors continue to work on the “Replace Yourself @ Graduation” program. Fall semester grades were mailed to students and parents on December 22. The Admissions office is currently scheduling additional Parent Coffee meetings for the spring semester. They are also finalizing details on a Pizza Night to be held in the Tulsa area. Questions from the Board were answered by Mr. Kuehl.

**Report from the Director of Development:** Ms. Felactu reported that OSSM Foundation is having a great start due to a very strong Annual Appeal program and a very large gift from the Sarkeys Foundation. The OSSM Foundation is pausing campus tours until the Covid numbers start to decrease. There are great Awesome Talk Assemblies scheduled throughout the spring semesters.

Questions from the Board were answered by Ms. Felactu and Dr. Wang.

**Report from the Director of Public Information:** Ms. Waters reported that she has been working on the webpages for the OSSM summer programs, including the Middle School Math Contest and the 2022 Sarkeys Foundation Summer Math Institute. Ms. Waters is preparing ads for the next round of publications with the focus being on application season and the upcoming Sneak Peek (April 2, 2022). Ms. Waters continues to monitor the traffic that visits the OSSM website as well as the social media pages.

Questions from the Board were answered by Ms. Waters.

**Report from Chief Fiscal Officer:** Ms. Gorbet reported that there are several ongoing maintenance projects happening on campus including the access control systems that need replacing. OSSM is in process of getting quotes from Automation Integrated, who are contracted through the state. The fire alarm system in the Dan Little Residence Hall needs to be replaced as well and Ms. Gorbet is working with several companies to gain quotes for the replacement of those systems. Two rooftop HVAC compressors on the top of the MAC have failed and Ms. Gorbet is working on securing bids for that project. The Residence Hall boiler had an emergency declaration request approved eliminating the competitive bid requirement. An OMES IT Support candidate accepted the on-site position and Ms. Gorbet is awaiting a start date. A motion to approve the replacement of the boiler by JCM Specialties in the Dan Little Residence Hall was made by Ron Mashore (motion attached). Simpson seconded. Vote as follows: Little, yes; Coffman, yes; Mashore, yes; Simpson, yes; Windel, yes.

Questions from the Board were answered by Ms. Gorbet.

**Report from the President:** Dr. Wang reported that he presented OSSM's FY2023 Budget request to the Senate Appropriations and Budget (AB) Education Subcommittee on January 10. VP of Academic Services Dr. Brent Richards and CFO Shannon Gorbet helped in answering questions at the presentation. Dr. Wang made two disclosures: that his brother, Dr. Mark Wang, is teaching a Data Science seminar as a visiting scholar this spring. Board member Ron Mashore will be teaching an engineering seminar. Both are being compensated through the OSSM Foundation using private funds. Dr. Wang is working with Mr. Kuehl to launch a new 3-week summer program (charging students \$4000 apiece).

Questions from the Board were answered by Dr. Wang and Dr. Richards.

**Report from Geoff Simpson, Chair of the Presidential Search Committee:** Mr. Simpson reported that the job position for the president has been posted. The search committee has decided they need to hire a private executive search firm to assist with background checks, academic credential checks, and structured interviews. Mr. Simpson has put together a funding request and sent that request to the OSSM Foundation to fund the hiring of the executive search firm. Coffman moved approval of the hiring of an executive search firm for the Presidential Search Committee (motion attached). Windel seconded. Vote as follows: Little, yes; Coffman, yes; Mashore, yes; Simpson, yes; Windel, yes.

Questions from the Board were answered by Mr. Simpson.

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

**Adjournment:** The meeting was adjourned at 12:43p.m.

