

AMENDED AGENDA

**SEMINOLE STATE COLLEGE
BOARD OF REGENTS REGULAR MEETING
Thursday, March 24, 2022**

**Lunch – 12:15 P.M.
Enoch Kelly Haney Center – Room #204**

**Business Session
Enoch Kelly Haney Center – Utterback Ballroom
1:00 P.M.**

I. CALL TO ORDER

II. ROLL CALL OF MEMBERS

III. INTRODUCTION OF GUESTS

IV. READING AND APPROVAL OF MINUTES

[Regular Meeting January 20, 2022](#)

V. COMMUNICATIONS TO THE BOARD

- [Financial Report – January 21, 2022](#)

- *E&G and Auxiliary Purchases over \$15,000 for January*

▪ <i>Video Reality</i>	<i>\$16,560.00</i>
▪ <i>Gordon Cooper Technology Center</i>	<i>\$18,763.00</i>
▪ <i>Gordon Cooper Technology Center</i>	<i>\$25,274.40</i>
▪ <i>Quant Systems, Inc.</i>	<i>\$28,249.00</i>
▪ <i>Waggoners Heating & Air Conditioning, Inc.</i>	<i>\$41,938.21</i>
▪ <i>OMES</i>	<i>\$55,259.58</i>
▪ <i>McGraw Hill Global Education</i>	<i>\$61,823.00</i>
▪ <i>Textbook Exchange</i>	<i>\$69,704.13</i>

- [Financial Report – February 28, 2022](#)

- *E&G and Auxiliary Purchases over \$15,000 for February*

▪ <i>Cengage Learning</i>	<i>\$ 22,531.44</i>
▪ <i>Jenzabar</i>	<i>\$114,260.00</i>

VI. HEARING OF DELEGATIONS

None at the time of filing of the agenda.

VII. PRESIDENT'S REPORT

- ✓ Personnel Update
- ✓ Campus Activities
- ✓ Legislative Activities
- ✓ Class Action Lawsuit
- ✓ Upcoming Events

VIII. BUSINESS

- A. Review and consider approval bid from Affinity Corporation for repairs to the retaining wall at the Softball Complex

Board Action: Approve/Reject Bid

- B. Consideration and possible action regarding the adoption of a proposed campus diversity statement

Board Action: As Appropriate

- C. Consideration and possible action regarding awarding of tenure status to Yasmina Choate

Board Action: As Appropriate

- D. Possible consideration and possible action regarding awarding of Emeritus status to Brenda Cates

Board Action: As Appropriate

- E. Possible consideration and possible action regarding awarding of Emeritus status to Carol Hartman

Board Action: As Appropriate

- F. Possible consideration and possible action regarding awarding of Emeritus status to Susan Walker

Board Action: As Appropriate

- G. Possible consideration and possible action regarding awarding of Emeritus status to Frank Washington

Board Action: As Appropriate

- H. Possible Executive Session

Pursuant to Policy II-4-1 the Board may vote to convene into executive session to discuss the employment of the President pursuant to Section 307(b)(1) of the Oklahoma Open Meeting Act, 25 O.S.2011, 301-314, *“discussing the employment, hiring, appointment, promotion, disciplining or resignation of any individual salaried public officer or employee”*

1. Discussion of letter of retirement from the Vice President for Academic Affairs
2. Discussion of letter of resignation from the Vice President for Fiscal Affairs
3. Vote to Return to Open Session

- I. Possible action regarding the position of Vice President for Academic Affairs

Board Action: As Appropriate

J. Possible action regarding the position of Vice President for Fiscal Affairs

Board Action: As Appropriate

K. Consideration of any matter not known about or which could not have been reasonably foreseen prior to the posting of the agenda

Board Action: As Appropriate

IX. CONSENT AGENDA

Consider approval of the following items:

- ✓ Degree Program Modification for the Associate in Science in Agriculture (234)
- ✓ Degree Program Modification for the Associate in Science in Secondary Education (235)
- ✓ Revised 2021-2022 Holiday Schedule

X. ADJOURNMENT

If you need a disability-related accommodation or wheelchair access information, please contact: Office of ADA compliance at 405-382-9216. Requests should be made by March 23, 2022.

Minutes

SEMINOLE STATE COLLEGE BOARD OF REGENTS REGULAR MEETING January 20, 2022

I. Call to Order

The Seminole State College Board of Regents' regular monthly meeting was called to order at 1:00 p.m. in the Utterback Ballroom of the Enoch Kelly Haney Center.

II. Roll Call of Members

Roll call was conducted. Regent Franklin was absent. Regents present were Morgan, McQuiston, Pitts, Cain, Hyden and Donaho.

III. Introduction of Guests

President Reynolds introduced administrators and staff present at the meeting. Special recognition was given to members of the Nursing and Health Science Division. Members present included: Crystal Bray, Julie Mathews, Ann Benson, and Cynthia Tainpeah.

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held December 9, 2021; Regent Donaho made a motion to approve the minutes as written and Regent Morgan seconded the motion. Roll call was as follows: Pitts, yes; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes.

V. Communications to the Board

Financial Report – Ms. Kristie Newby, Vice President for Fiscal Affairs, presented a review of the College's revenue and expenses through December 31, 2021. Regent Cain made a motion to approve the Financial Report as presented and Regent Pitts seconded the motion. Roll call was as follows: Pitts, yes; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes.

Purchases over \$15,000 for December:

\$26,927.41	B & H Construction, LLC
\$31,536.00	Telemedicine Management, Inc.
\$20,570.00	Bytespeed
\$33,347.16	Pearson Education

VI. Hearing of Delegations

None

VII. President's Report

President Reynolds discussed items under the President's Report and the Business portion of the agenda by utilizing a PowerPoint presentation. (See enclosed copy of the PowerPoint presentation)

Covid -19 Update– President Reynolds discussed the campus Covid-19 student and faculty/staff positive and quarantine numbers for January.

Personnel Update – President Reynolds informed the Board that Michelle Pruitt was hired as a Talent Search Advisor; Julie Green, Human Resource Associate has been moved to Professional Staff status and Shannon Kirby has been appointed the GEAR UP Parent Coordinator, she was formerly the SSC Bookstore E-Commerce Specialist/B&E Office Manager.

Campus Activities – President Reynolds gave the Board members information about the following campus activities:

- The Seminole Chamber of Commerce honored two SSC employees; Sarah Ledford, Student Support Services Advisor and Dr. Andrew Davis, Assistant Professor of English at the December Forum
- Amber Martin, Great Western Dining Director was recognized for her service to students
- The Fall Nursing Pinning was held on December 9th
- The SSC Educational Foundation Reception was held on December 13th and approximately \$35,000 was raised
- SSC employees and the PTK students donated to the Angel Tree program
- Online Degree Programs were expanded to include 9 programs total
- Dr. Bill Knowles gave an enrollment update
- Funding was received from the Oklahoma State Regents for Higher Education for the 2022 Summer Academies: Engineering and Construction Management and Peek into Engineering
- Danny Morgan and Larry Smith attended the Chairman Kevin Wallace Pheasant Hunt
- Senator Zac Taylor presented Seminole State College with a citation in honor of the College's 90th anniversary
- President Reynolds gave an update on the Sports Complex construction
- The Trojan Baseball Banquet has been cancelled this spring due to Covid numbers. An alternate outside event is scheduled for March 5th
- Higher Education Day at the Capitol will be held on February 15th
- The Southeast Oklahoma Legislative Tour at Krebs will be held on March 4th
- President Reynolds shared a video regarding the SSC Food Pantry
- President Reynolds presented the Regents with a copy of the 2021 Year in Review

VIII. Business

Approval of Resolution Supporting Current Restrictions Regarding Guns on Campus – President Reynolds presented the Board with a proposed resolution for the SSC Board of Regents supporting the current restrictions regarding guns on college campuses. President Reynolds recommended approval. Regent Hyden made a motion to approve the resolution as presented and Regent Morgan seconded this motion. Roll call was as follows: Pitts, no; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes. Motion passes.

Motion to Enter into Executive Session to discuss the Terms of the President’s Employment –The Board retired into executive session to discuss the terms of the President’s employment. Regent Morgan made a motion to enter into executive session and Regent Pitts seconded this motion. Roll call was as follows: Pitts, yes; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes.

Motion to Enter into Open Session – Regent Cain made a motion that the Board go back into open session to present a motion on the items discussed in executive session. Regent Donaho seconded this motion to enter back into open session. Roll call was as follows: Pitts, yes; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes.

Consideration of Terms of Employment of Lana K. Reynolds as President of Seminole State College – Regent McQuiston stated that the Board appreciated the service of Ms. Reynolds. Regent Morgan made a motion to rehire Lana K. Reynolds as President of Seminole State College by extending her contract but honoring the request from President Reynolds to decline a raise. Regent Hyden seconded this motion. Roll call was as follows: Pitts, yes; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes.

IX. Consent Agenda

Regents were presented information concerning one item on the Consent Agenda. President Reynolds recommended approval of this item. Regent Pitts made a motion to approve the Consent Agenda items and Regent Morgan seconded the motion. Roll call was as follows: Pitts, yes; Morgan, yes; Cain, yes; Donaho, yes; Hyden, yes; and McQuiston, yes.

Approval of the following items:

- Ratification of Revisions to the 2022-2023 Academic Calendar

X. Adjournment

There being no further business or discussion the meeting was adjourned at 1:59 p.m.

Ray McQuiston, Chair

**Seminole State College
Combining Statement of Net Assets
As of January 31, 2022**

	Education and General Fund	Auxiliary and Restricted Fund	Capital Projects Fund	Payroll Withholding Fund	OKHEEI Trust Fund	Federal Restricted Fund	CARES Act Fund	Capital Assets and Long-Term Debt Fund	Total All Funds
Cash and Cash Equivalents Current	3,583,317	754,957	\$ 1,298,928	\$ 11,121	\$ -	\$ 25,586	\$ (43,038)	\$ -	\$ 5,630,871
Accounts Receivable, net	3,702,436	1,470,650	-	-	-	-	-	-	5,173,085
Capital Assets, net	-	-	-	-	-	-	-	16,270,335	16,270,335
Total Assets	7,285,753	2,225,607	1,298,928	11,121	-	25,586	(43,038)	16,270,335	27,074,292
Accounts Payable	(22,394)	97,286	-	-	-	-	3,975	-	78,867
Other Accrued Expenses	-	-	-	11,121	-	-	-	-	11,121
Due To/From Other Funds	(24,203)	79,702	-	-	5,244	-	(588)	(881,000)	(820,845)
Unearned Revenue	3,702,436	1,470,650	-	-	-	-	-	-	5,173,085
Current Portion of Noncurrent Liabilities	-	-	-	-	-	-	-	675,296	675,296
Premiums	-	-	-	-	-	-	-	582,609	582,609
Capital Lease Obligations Payable to State Agencies	-	-	-	-	-	-	-	11,633,834	11,633,834
Total Liabilities	3,655,839	1,647,638	-	11,121	5,244	-	3,387	12,010,739	17,333,968
Beginning Net Position	1,936,727	(746,623)	1,382,261	-	(5,244)	17,600	388,847	4,259,596	7,233,164
Change in Net Position	1,693,188	1,324,593	(83,334)	-	-	7,986	(435,273)	-	2,507,160
Ending Net Position	3,629,914	577,969	\$ 1,298,928	\$ -	\$ (5,244)	\$ 25,586	\$ (46,426)	\$ 4,259,596	\$ 9,740,324

Seminole State College
Combining Statement of Revenues, Expenses and Changes in Net Assets
For the Period July 1 through January 31, 2022

	Education and General Fund	Auxiliary and Restricted Fund	Capital Projects Fund	Payroll Withholding Fund	OKHEEI Trust Fund	Federal Restricted Fund	CARES Act Fund	Capital Assets and Long-Term Debt Fund	Total All Funds
Operating Revenues									
Tuition and fees, net	\$ 3,605,984	\$ 646,185	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,252,168
Federal grants and contracts	106,561	2,444,144	-	-	-	-	3,638,337	-	6,189,043
State and private grants and contracts	-	737,521	-	-	-	56,800	-	-	794,321
Auxiliary enterprise charges:									
Housing	-	505,216	-	-	-	-	-	-	505,216
Food Service	-	384,969	-	-	-	-	-	-	384,969
Bookstore	-	773,644	-	-	-	-	-	-	773,644
Student Union	-	650	-	-	-	-	-	-	650
Athletics	-	-	-	-	-	-	-	-	-
All other	-	-	-	-	-	-	-	-	-
Other operating revenues	397,415	49,558	-	-	-	-	-	-	446,973
Total operating revenues	4,109,959	5,541,887	-	-	-	56,800	3,638,337	-	13,346,984
Operating Expenses									
Compensation and benefits	4,202,977	1,509,961	-	-	-	12,481	123,952	-	5,849,372
Contractual services	403,381	681,777	-	-	-	5,905	88,694	-	1,179,756
Supplies and materials	168,521	941,930	161,600	-	-	15,295	49,729	-	1,337,073
Scholarships and fellowships	666,277	3,595,241	-	-	-	-	2,433,038	-	6,694,555
Communications	38,331	18,393	-	-	-	600	561	-	57,885
Depreciation	-	-	-	-	-	-	-	-	-
Utilities	218,188	62,358	-	-	-	-	-	-	280,546
Other	458,299	850,024	1,193,056	-	-	14,533	61,174	-	2,577,085
Total Operating Expenses	6,155,974	7,659,683	1,354,656	-	-	48,814	2,757,147	-	17,976,274
Operating income (loss)	(2,046,014)	(2,117,796)	(1,354,656)	-	-	7,986	881,190	-	(4,629,290)
Non-operating Revenues (Expenses)									
State appropriations	3,265,438	-	-	-	-	-	-	-	3,265,438
Federal grants - non-operating	-	2,322,274	-	-	-	-	-	-	2,322,274
State grants - non-operating	-	275,354	-	-	-	-	-	-	275,354
Contributions and other nonoperating revenues	-	-	-	-	-	-	-	-	-
Investment revenue	-	2,061	-	-	-	-	-	-	2,061
Net non-operating revenue (expenses)	3,265,438	2,599,689	-	-	-	-	-	-	5,865,128
Income (loss) before other revenues, expenses, gains, losses and transfers	1,219,424	481,894	(1,354,656)	-	-	7,986	881,190	-	1,235,838
Capital appropriations - state	-	-	1,271,322	-	-	-	-	-	1,271,322
Contributed capital-donated capital asset	-	-	-	-	-	-	-	-	-
Transfers from (to)	473,764	842,699	-	-	-	-	(1,316,463)	-	-
Change in Net Position	1,693,188	1,324,593	(83,334)	-	-	7,986	(435,273)	-	2,507,160
Net Assets, Beginning of Year	1,936,727	(746,623)	1,382,261	-	(5,244)	17,600	388,847	4,259,596	7,233,164
Net Assets, End of Year	\$ 3,629,914	\$ 577,969	\$ 1,298,928	\$ -	\$ (5,244)	\$ 25,586	\$ (46,426)	\$ 4,259,596	\$ 9,740,324

Seminole State College
Combining Statement of Changes in Cash and Cash Equivalents
For the Period July 1 through January 31, 2022

	Education and General Fund	Auxiliary and Restricted Fund	Capital Projects Fund	Payroll Withholding Fund	OKHEEI Trust Fund	Federal Restricted Fund	CARES Act Fund	Capital Assets and Long-Term Debt Fund	Total All Funds
Cash and Cash Equivalents, Beginning	\$ 1,928,333	\$ (597,101)	\$ 501,261	\$ (1,636)	\$ -	\$ 17,600	\$ 388,260	\$ -	\$ 2,236,717
Change in Net Position	1,693,188	1,324,593	(83,334)	-	-	7,986	(435,273)	-	2,507,160
Changes not providing (using) cash:									
Cash provided by issues of debt			881,000						881,000
Changes in other accruals	(38,203)	27,466		12,757			3,975		5,995
Cash and Cash Equivalents, Ending	<u>\$ 3,583,317</u>	<u>\$ 754,958</u>	<u>\$ 1,298,928</u>	<u>\$ 11,121</u>	<u>\$ -</u>	<u>\$ 25,586</u>	<u>\$ (43,038)</u>	<u>\$ -</u>	<u>\$ 5,630,872</u>

Seminole State College
Education and General - Statement of Budgeted Revenues and Expenditures
For the Period Ended January 31, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
<u>REVENUE</u>				
State Appropriations	\$ 364,426	\$ 3,265,438	4,810,271	\$ 2,805,991
Tuition	327,769	2,144,572	3,238,082	2,020,563
Non-Resident Tuition Fees	15,978	343,792	350,000	218,400
Remedial Course Fee	1,143	36,461	39,400	24,586
Tuition	<u>344,890</u>	<u>2,524,824</u>	<u>3,627,482</u>	<u>2,263,549</u>
STEM Academic Excellence Fee	4,241	75,650	124,200	77,501
LAH Academic Excellence Fee	1,290	36,829	53,700	33,509
Bus & Ed Academic Excellence Fee	1,997	38,727	66,200	41,309
Health Science Academic Excellence Fee	280	7,928	15,000	9,360
Social Science Academic Excellence Fee	1,470	37,138	53,600	33,446
Physical Therapist Assistance Fee	-	4,326	6,600	4,118
Technology Service Fee	9,377	173,755	276,500	172,536
Bus And Ind Additional Fees	-	-	-	-
Nursing Fee	1,818	48,631	87,400	54,538
Laboratory Fees	2,226	48,591	79,900	49,858
Medical Lab Tech Fee	240	3,660	10,900	6,802
Electronic Academic Access Fee	2,377	54,814	84,500	52,728
Dist Education/Outreach Fee	8,086	178,017	265,700	165,797
Academic Course Fees	<u>33,401</u>	<u>708,066</u>	<u>1,124,200</u>	<u>701,501</u>
Other Student Fees	<u>19,845</u>	<u>373,093</u>	<u>538,100</u>	<u>335,774</u>
Total Tuition and Fees	<u>398,136</u>	<u>3,605,984</u>	<u>5,289,782</u>	<u>3,300,824</u>
Other Income	<u>(6,002)</u>	<u>503,976</u>	<u>848,762</u>	<u>529,627</u>
Total Revenue	<u>756,560</u>	<u>7,375,398</u>	<u>10,948,815</u>	<u>6,636,443</u>
<u>EXPENDITURES</u>				
Instruction	317,540	2,548,256	5,095,586	3,042,065
Research	-	-	-	-
Public Service	-	-	-	-
Academic Support	21,984	204,185	439,314	262,270
Student Services	77,605	638,321	1,206,846	720,487
Institutional Support	200,303	1,018,172	1,993,046	1,189,849
Physical Plant	204,282	1,080,763	2,115,460	1,262,930
Scholarships and Tuition Waivers	(312)	666,277	900,000	600,000
Total Expenditures	<u>821,403</u>	<u>6,155,974</u>	<u>11,750,252</u>	<u>7,077,600</u>
Total Revenue Over (Under) Expenditures	<u>\$ (64,843)</u>	<u>\$ 1,219,424</u>	<u>\$ (801,437)</u>	<u>\$ (441,158)</u>

Seminole State College
Auxiliary Summary Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	CURRENT MONTH	YEAR TO DATE	BUDGET	
			ANNUAL	YEAR-TO-DATE
<u>REVENUES</u>				
Contractual Food Service	\$ 10,312	\$ 384,969	\$ 664,530	\$ 388,750
Bookstore	250,711	743,604	960,000	697,920
Institutional Support	23,967	461,289	679,637	408,462
Seminole/Roesler Residential Centers	13,962	505,316	1,049,100	584,349
Student Activities	12,605	237,699	366,267	216,098
Total Revenues	311,557	2,332,878	3,719,534	2,295,578
<u>EXPENDITURES</u>				
Contractual Food Service	33,863	413,781	617,900	387,423
Bookstore	261,784	656,492	859,730	610,408
Institutional Support	195,766	656,361	1,067,800	707,895
Seminole/Roesler Residential Centers	58,926	425,489	706,448	442,236
Student Activities	51,953	399,939	767,589	493,560
Total Expenditures	602,292	2,552,062	4,019,467	2,641,523
Revenue Over (Under) Expenditures	\$ (290,735)	\$ (219,184)	\$ (299,933)	\$ (345,945)

Seminole State College
Food Service - Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	ACTUAL		BUDGET	
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Meals revenue	\$ 10,312	\$ 384,589	\$ 662,530	\$ 387,580
Other revenue	-	380	2,000	1,170
Total revenue	10,312	384,969	664,530	388,750
Travel	-	-	-	-
Supplies	-	-	-	-
Miscellaneous Expenditures	1,450	33,909	42,850	26,867
Contractual Service	32,413	379,872	575,000	360,525
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	-	-	-	-
Postage	-	-	50	31
Equipment	-	-	-	-
Total expenditures	33,863	413,781	617,900	387,423
Net profit (loss)	\$ (23,551)	\$ (28,812)	\$ 46,630	\$ 1,327

Seminole State College
Bookstore Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	ACTUAL		BUDGET	
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Sales revenue	250,666	739,107	\$ 950,000	\$ 690,650
Other revenue	45	4,497	10,000.00	\$ 7,270
Total revenue	250,711	743,604	960,000	697,920
Purchase For Resale	246,386	570,538	693,872	492,649
Professional Salaries, F.T.	3,167	24,861	42,245	29,994
Classified Salaries, F.T.	3,042	22,212	38,049	27,015
Classified Salaries, P.T.	-	1,294	1,295	919
Student Wages	-	-	5,000	3,550
Professional Services	-	-	-	-
Fringe Benefits	3,664	24,531	45,769	32,496
Compensation expenditures	9,873	72,899	132,358	93,974
Travel	-	-	1,500	1,065
Supplies	708	3,099	5,000	3,550
Bookstore Supplies	-	-	-	-
Miscellaneous Expenditures	348	523	1,000	710
Contractual Service	4,469	9,376	24,800	17,608
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	-	-	-	-
Postage	-	57	1,200	852
Equipment	-	-	-	-
Other expenditures	5,525	13,055	33,500	23,785
Total expenditures	261,784	656,492	859,730	610,408
Net profit (loss)	\$ (11,073)	\$ 87,112	\$ 100,270	\$ 87,512

Seminole State College
Institutional Support- Statement of Budgeted Revenues and Expenditures
For the Period Ended January 31, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
<u>REVENUE</u>				
Student Service Fee	\$ 10,212	\$ 193,595	\$ 298,994	179,695
Infrastructure Fee	11,086	214,891	328,893	197,665
Student Fees	<u>21,298</u>	<u>408,486</u>	<u>627,887</u>	<u>377,360</u>
Other Income-Overpayment	-	30,040	15,000	9,015
Refunds / Reimbursements	1,910	20,924	35,000	21,035
Seminar fees	-	-	-	-
Vending matching commissions	509	1,189	1,250	751
Photocopy revenue	-	-	-	-
Repair and replacement, damaged property	-	-	-	-
Haney Center	250	650	500	301
Other income	<u>2,669</u>	<u>52,803</u>	<u>51,750</u>	<u>31,102</u>
Total Revenue	<u>23,967</u>	<u>461,289</u>	<u>679,637</u>	<u>408,462</u>
<u>EXPENDITURES</u>				
Professional Salaries, F.T.	-	250	-	-
Classified Salaries, F.T.	-	-	-	-
Classified Salaries, P.T.	-	-	-	-
Student Wages	-	-	-	-
Professional Services	25,264	124,421	105,000	67,515
Fringe Benefits	-	72	-	-
Personnel expenditures	<u>25,264</u>	<u>124,743</u>	<u>105,000</u>	<u>67,515</u>
Travel	-	366	9,000	5,787
Supplies	93	3,530	15,000	9,645
Bookstore Supplies	-	-	-	-
Miscellaneous Expenditures	4,303	24,469	32,800	21,090
Lease Payments	-	-	-	-
Contractual Service	-	-	-	-
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	-	-	-	-
Postage	-	-	-	-
Equipment	-	-	-	-
Housing and book scholarships	166,106	503,254	900,000	600,000
Haney Center	-	-	6,000	3,858
Total Expenditures	<u>195,766</u>	<u>656,361</u>	<u>1,067,800</u>	<u>707,895</u>
Total Revenue Over (Under) Expenditures	<u>\$ (171,799)</u>	<u>\$ (195,071)</u>	<u>\$ (388,163)</u>	<u>(299,434)</u>

Seminole State College
Housing - Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Rental revenue - Dorms	\$ 12,502	\$ 497,904	\$ 1,044,100	581,564
Other revenue	1,460	7,411	5,000	2,785
Total revenue	<u>13,962</u>	<u>505,316</u>	<u>1,049,100</u>	<u>584,349</u>
Professional Salaries, F.T.	-	-	-	-
Classified Salaries, F.T.	-	-	-	-
Classified Salaries, P.T.	-	-	-	-
Student Wages	-	-	-	-
Professional Services	-	-	-	-
Fringe Benefits	-	-	-	-
Personnel expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Travel	-	-	-	-
Supplies	-	11,982	20,883	13,073
Miscellaneous Expenditures	5,215	76,444	90,439	56,615
Lease Payments	45,424	272,541	502,126	314,331
Contractual Service	-	1,709	7,000	4,382
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	50	455	1,000	626
Utilities	8,237	62,358	85,000	53,210
Postage	-	-	-	-
Equipment	-	-	-	-
Other expenditures	<u>58,926</u>	<u>425,489</u>	<u>706,448</u>	<u>442,236</u>
Total expenditures	<u>58,926</u>	<u>425,489</u>	<u>706,448</u>	<u>442,236</u>
Net profit (loss)	<u>\$ (44,964)</u>	<u>\$ 79,827</u>	<u>\$ 342,652</u>	<u>\$ 142,112</u>

Seminole State College
Student Activities - Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	ACTUAL		BUDGET	
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Student activity fee	\$ 11,344	\$ 213,355	\$ 328,893	\$ 194,047
Cultural & recreation fee	1,261	24,344	37,374	22,051
Athletic Administration	-	-	-	-
Golf-Women	-	-	-	-
Golf-Men	-	-	-	-
Womens Soccer	-	-	-	-
Men's Basketball	-	-	-	-
Women's Basketball	-	-	-	-
Volleyball	-	-	-	-
Baseball	-	-	-	-
Softball	-	-	-	-
Total Revenue	12,605	237,699	366,267	216,098
Athletic Administration	20,077	130,089	216,915	139,476
National Tournaments	-	46,755	46,756	30,064
Golf-Women	1,472	12,934	29,403	18,906
Golf-Men	1,119	12,277	27,232	17,510
Womens Soccer	1,471	31,235	57,614	37,046
Men's Basketball	3,146	21,785	47,974	30,847
Women's Basketball	4,477	20,491	48,169	30,973
Volleyball	-	18,037	37,614	24,186
Baseball	16,225	53,510	126,889	81,590
Softball	3,967	46,407	92,023	59,171
Student Government	-	1,956	12,000	7,716
Livestock Judging Team	-	-	10,000	6,430
PLC	-	4,464	15,000	9,645
SSC Aggie (AFAC)	-	-	-	-
Phi Theta Kappa (AFAC)	-	-	-	-
NASA (AFAC)	-	-	-	-
Student Nurse Association(AFAC)	-	-	-	-
Total Expenditures	51,953	399,939	767,589	493,560
Revenue Over (Under) Expenditures	\$ (39,348)	\$ (162,240)	\$ (401,322)	\$ (277,462)

Seminole State College
Restricted Funds - Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net</u>
PELL	\$ 1,512,216	\$ 1,310,845	\$ 201,371
PELL Recovery	508	-	508
SEOG	36,750	36,750	-
Direct Loans	773,308	701,787	71,521
Student loan repayment	7,499	-	7,499
College Work Study	30,324	30,324	-
SSC Foundation	38,176	39,097	(921)
Private Scholarships	300,751	320,969	(20,218)
Private Loans	65,812	-	65,812
Cherokee Student Grants	33,000	23,000	10,000
Shawnee Tribe Student Grants	9,752	7,502	2,250
Citizen Pottawatomie Stud Grnt	29,205	20,514	8,691
Chickasaw Tribe Stdt Grants	72,127	59,665	12,462
OHLAP	178,854	176,904	1,950
Misc Indial Tribal Grants	49,511	42,392	7,119
Oklahoma Tuition Aid Grant	96,500	92,000	4,500
Subtotal Financial Aid	<u>3,234,293</u>	<u>2,861,749</u>	<u>372,544</u>
Title III Engaging Students in Science	-	-	-
Ub Math/Science #2	213,479	169,703	43,775
Ub Math/Science #1	203,276	164,763	38,513
Upward Bound #2	207,112	180,888	26,224
Upward Bound #1	284,640	234,423	50,216
Talent Search West	221,890	169,908	51,982
Talent Search Central	287,987	238,797	49,189
Dream Catcher Gear Up	472,023	426,401	45,622
STEM Student Support	146,003	145,908	95
Student Support Serices	167,486	164,353	3,132
NASNTI Grant	196,897	198,396	(1,499)
Carl Perkins	13,029	3,704	9,324
Subtotal Federal Grants	<u>2,413,820</u>	<u>2,097,245</u>	<u>316,575</u>
Care Bears	21,336	12,981	8,354
Nursing Student'S	1,519	1,985	(466)
Residential Deposits	8,660	-	8,660
Professional Staff Council	1,375	743	632
Upward Bound #2 Fund Raiser	1,252	100	1,152
Upward Bound M/S Fund Raiser	68	700	(632)
Ub Ms #2 Fund Raiser	-	100	(100)
Upward Bound #1 Fundraiser	154	100	54
Subtoal Other Restricted	<u>34,363</u>	<u>16,710</u>	<u>17,654</u>
Total	<u>\$ 5,682,476</u>	<u>\$ 4,975,704</u>	<u>\$ 706,773</u>

Seminole State College
Campus Organizations - Statement of Revenue and Expenditures
For the Period Ended January 31, 2022

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net</u>
CARE BEARS	\$ 21,336	\$ 12,981	\$ 8,354
FACULTY SENATE	2,275	100	2,175
SEMINOLE STATE AGGIE CLUB	-	602	(602)
NURSING STUDENTS MAILBOXES	50	48	3
UB #1 SUMMER FOOD PROGRAM	3,574	-	3,574
PHI THETA KAPPA	836	-	836
UBMS SUMMER FOOD PROGRAM	2,883	-	2,883
UB M/S #2 SUMMER FOOD PROGRAM	2,276	-	2,276
UB2 SUMMER FOOD PROGRAM	1,663	-	1,663
NURSING STUDENT'S	1,519	1,985	(466)
MLT BOC FEE	907	1,075	(168)
RESIDENTIAL DEPOSITS	8,660	-	8,660
PROFESSIONAL STAFF COUNCIL	1,375	743	632
CLASSIFIED STAFF ASSOCIATION	-	500	(500)
PSI BETA	70	-	70
UPWARD BOUND #2 FUND RAISER	1,252	100	1,152
UPWARD BOUND M/S FUND RAISER	68	700	(632)
UB MS #2 FUND RAISER	-	100	(100)
UPWARD BOUND #1 FUNDRAISER	154	100	54
ART CLUB	230	-	230
SHOTGUN SHOOTING TEAM	7,170	3,805	3,365
	<u>\$ 56,318</u>	<u>\$ 23,339</u>	<u>\$ 32,979</u>

Seminole State College
Combining Statement of Net Assets
As of February 28, 2022

	Education and General Fund	Auxiliary and Restricted Fund	Capital Projects Fund	Payroll Withholding Fund	OKHEEI Trust Fund	Federal Restricted Fund	CARES Act Fund	Capital Assets Debt Fund	Total All Funds
Cash and Cash Equivalents Current	4,494,207	921,938	\$ 1,264,201	\$ 9,038	\$ -	\$ 25,586	\$ (3,975)	\$ -	\$ 6,710,995
Accounts Receivable, net	2,112,836	525,875	-	-	-	-	-	-	2,638,710
Capital Assets, net	-	-	-	-	-	-	-	16,270,335	16,270,335
Total Assets	6,607,042	1,447,812	1,264,201	9,038	-	25,586	(3,975)	16,270,335	25,620,039
Accounts Payable	(22,394)	65,715	-	-	-	-	-	-	43,321
Other Accrued Expenses	-	-	-	9,038	-	-	-	-	9,038
Due To/From Other Funds	(24,203)	79,702	-	-	5,244	-	(588)	(881,000)	(820,845)
Unearned Revenue	2,112,836	525,875	-	-	-	-	-	-	2,638,710
Current Portion of Noncurrent Liabilities	-	-	-	-	-	-	-	675,296	675,296
Premiums	-	-	-	-	-	-	-	582,609	582,609
Capital Lease Obligations Payable to State Agencies	-	-	-	-	-	-	-	11,633,834	11,633,834
Total Liabilities	2,066,239	671,292	-	9,038	5,244	-	(588)	12,010,739	14,761,964
Beginning Net Position	1,936,727	(746,623)	1,382,261	-	(5,244)	17,600	388,847	4,259,596	7,233,164
Change in Net Position	2,604,077	1,523,144	(118,061)	-	-	7,986	(392,235)	-	3,624,912
Ending Net Position	4,540,804	776,521	\$ 1,264,201	\$ -	\$ (5,244)	\$ 25,586	\$ (3,387)	\$ 4,259,596	\$ 10,858,076

Seminole State College
Combining Statement of Revenues, Expenses and Changes in Net Assets
For the Period July 1 through February 28, 2022

	Education and General Fund	Auxiliary and Restricted Fund	Capital Projects Fund	Payroll Withholding Fund	OKHHEI Trust Fund	Federal Restricted Fund	CARES Act Fund	Capital Assets and Long-Term Debt Fund	Total All Funds
Operating Revenues									
Tuition and fees, net	\$ 5,212,466	\$ 944,992	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,157,458
Federal grants and contracts	106,561	2,630,408	-	-	-	-	4,636,542	-	7,373,511
State and private grants and contracts	-	895,431	-	-	-	56,800	-	-	952,231
Auxiliary enterprise charges:									
Housing	-	-	-	-	-	-	-	-	-
Food Service	-	786,413	-	-	-	-	-	-	786,413
Bookstore	-	582,424	-	-	-	-	-	-	582,424
Student Union	-	979,872	-	-	-	-	-	-	979,872
Athletics	-	1,025	-	-	-	-	-	-	1,025
All other	-	-	-	-	-	-	-	-	-
Other operating revenues	402,623	56,631	-	-	-	-	-	-	459,253
Total operating revenues	5,721,650	6,877,197	-	-	-	56,800	4,636,542	-	17,292,188
Operating Expenses									
Compensation and benefits	4,808,190	1,717,048	-	-	-	12,481	142,318	-	6,680,037
Contractual services	547,925	763,443	-	-	-	5,905	91,094	-	1,408,366
Supplies and materials	176,947	981,593	161,600	-	-	15,295	49,729	-	1,385,163
Scholarships and fellowships	934,137	6,321,085	-	-	-	-	3,367,438	-	10,622,660
Communications	40,625	18,601	-	-	-	600	561	-	60,387
Depreciation	-	-	-	-	-	-	-	-	-
Utilities	238,314	67,123	-	-	-	-	-	-	305,437
Other	481,856	903,093	1,227,783	-	-	14,533	61,174	-	2,688,439
Total Operating Expenses	7,227,993	10,771,986	1,389,383	-	-	48,814	3,712,314	-	23,150,489
Operating income (loss)	(1,506,343)	(3,894,790)	(1,389,383)	-	-	7,986	924,228	-	(5,858,301)
Non-operating Revenues (Expenses)									
State appropriations	3,636,656	-	-	-	-	-	-	-	3,636,656
Federal grants - non-operating	-	4,079,481	-	-	-	-	-	-	4,079,481
State grants - non-operating	-	493,142	-	-	-	-	-	-	493,142
Contributions and other nonoperating revenues	-	-	-	-	-	-	-	-	-
Investment revenue	-	2,612	-	-	-	-	-	-	2,612
Net non-operating revenue (expenses)	3,636,656	4,575,235	-	-	-	-	-	-	8,211,891
Income (loss) before other revenues, expenses, gains, losses and transfers	2,130,313	680,445	(1,389,383)	-	-	7,986	924,228	-	2,353,590
Capital appropriations - state	-	-	1,271,322	-	-	-	-	-	1,271,322
Contributed capital-donated capital asset	-	-	-	-	-	-	-	-	-
Transfers from (to)	473,764	842,699	-	-	-	-	(1,316,463)	-	-
Change in Net Position	2,604,077	1,523,144	(118,061)	-	-	7,986	(392,235)	-	3,624,912
Net Assets, Beginning of Year	1,936,727	(746,623)	1,382,261	-	(5,244)	17,600	388,847	4,259,596	7,233,164
Net Assets, End of Year	\$ 4,540,804	\$ 776,521	\$ 1,264,201	\$ -	\$ (5,244)	\$ 25,586	\$ (3,387)	\$ 4,259,596	\$ 10,858,076

Seminole State College
Combining Statement of Changes in Cash and Cash Equivalents
For the Period July 1 through February 28, 2022

	Education and General Fund	Auxiliary and Restricted Fund	Capital Projects Fund	Payroll Withholding Fund	OKHEEI Trust Fund	Federal Restricted Fund	CARES Act Fund	Capital Assets and Long-Term Debt Fund	Total All Funds
Cash and Cash Equivalents, Beginning	\$ 1,928,333	\$ (597,101)	\$ 501,261	\$ (1,636)	\$ -	\$ 17,600	\$ 388,260	\$ -	\$ 2,236,717
Change in Net Position	2,604,077	1,523,144	(118,061)	-	-	7,986	(392,235)	-	3,624,912
Changes not providing (using) cash:									
Cash provided by issues of debt	(38,203)	(4,105)	881,000	10,674					881,000
Changes in other accruals									(31,634)
Cash and Cash Equivalents, Ending	\$ 4,494,207	\$ 921,938	\$ 1,264,201	\$ 9,038	\$ -	\$ 25,586	\$ (3,975)	\$ -	\$ 6,710,995

Seminole State College
Education and General - Statement of Budgeted Revenues and Expenditures
For the Period Ended February 28, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
<u>REVENUE</u>				
State Appropriations	\$ 371,218	\$ 3,636,656	4,810,271	\$ 3,206,847
Tuition	1,205,318	3,047,375	3,238,082	2,784,751
Non-Resident Tuition Fees	252,174	545,263	350,000	301,000
Remedial Course Fee	12,674	34,187	39,400	33,884
Tuition	<u>1,470,165</u>	<u>3,626,825</u>	<u>3,627,482</u>	<u>3,119,635</u>
STEM Academic Excellence Fee	45,850	121,500	124,200	106,812
LAH Academic Excellence Fee	19,081	55,910	53,700	46,182
Bus & Ed Academic Excellence Fee	24,477	58,289	66,200	56,932
Health Science Academic Excellence Fee	5,853	13,781	15,000	12,900
Social Science Academic Excellence Fee	19,721	56,859	53,600	46,096
Physical Therapist Assistance Fee	1,921	6,247	6,600	5,676
Technology Service Fee	104,901	253,461	276,500	237,790
Bus And Ind Additional Fees	-	-	-	-
Nursing Fee	38,540	87,171	87,400	75,164
Laboratory Fees	26,640	75,231	79,900	68,714
Medical Lab Tech Fee	4,320	7,980	10,900	9,374
Electronic Academic Access Fee	32,727	87,541	84,500	72,670
Dist Education/Outreach Fee	115,350	254,978	265,700	228,502
Academic Course Fees	<u>439,381</u>	<u>1,078,948</u>	<u>1,124,200</u>	<u>966,812</u>
Other Student Fees	<u>176,650</u>	<u>506,693</u>	<u>538,100</u>	<u>462,766</u>
Total Tuition and Fees	<u>2,086,196</u>	<u>5,212,466</u>	<u>5,289,782</u>	<u>4,549,213</u>
Other Income	<u>(145,000)</u>	<u>509,184</u>	<u>848,762</u>	<u>729,935</u>
Total Revenue	<u>2,312,415</u>	<u>9,358,306</u>	<u>10,948,815</u>	<u>8,485,995</u>
<u>EXPENDITURES</u>				
Instruction	466,525	3,014,781	5,095,586	3,434,425
Research	-	-	-	-
Public Service	-	-	-	-
Academic Support	22,708	226,893	439,314	296,098
Student Services	75,442	713,763	1,206,846	813,414
Institutional Support	119,251	1,137,423	1,993,046	1,343,313
Physical Plant	120,235	1,200,997	2,115,460	1,425,820
Scholarships and Tuition Waivers	155,204	934,137	900,000	900,000
Total Expenditures	<u>959,363</u>	<u>7,227,993</u>	<u>11,750,252</u>	<u>8,213,070</u>
Total Revenue Over (Under) Expenditures	<u>\$ 1,353,052</u>	<u>\$ 2,130,313</u>	<u>\$ (801,437)</u>	<u>\$ 272,925</u>

Seminole State College
Auxiliary Summary Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	CURRENT MONTH	YEAR TO DATE	BUDGET	
			ANNUAL	YEAR-TO-DATE
<u>REVENUES</u>				
Contractual Food Service	\$ 246,797	\$ 582,424	\$ 664,530	\$ 524,979
Bookstore	206,228	949,832	960,000	875,520
Institutional Support	237,083	650,816	679,637	574,293
Seminole/Roesler Residential Centers	351,792	786,513	1,049,100	807,807
Student Activities	140,736	347,760	366,267	309,496
Total Revenues	1,182,635	3,317,345	3,719,534	3,092,095
<u>EXPENDITURES</u>				
Contractual Food Service	70,542	484,323	617,900	453,539
Bookstore	37,656	694,148	859,730	717,875
Institutional Support	568,992	1,112,696	1,067,800	1,049,174
Seminole/Roesler Residential Centers	53,594	479,084	706,448	497,339
Student Activities	65,339	465,278	767,589	682,387
Total Expenditures	796,124	3,235,530	4,019,467	3,400,313
Revenue Over (Under) Expenditures	\$ 386,511	\$ 81,815	\$ (299,933)	\$ (308,219)

Seminole State College
Food Service - Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Meals revenue	\$ 245,782	\$ 581,029	\$ 662,530	\$ 523,399
Other revenue	1,015	1,395	2,000	1,580
Total revenue	<u>246,797</u>	<u>582,424</u>	<u>664,530</u>	<u>524,979</u>
Travel	-	-	-	-
Supplies	-	-	-	-
Miscellaneous Expenditures	456	34,365	42,850	31,452
Contractual Service	70,086	449,958	575,000	422,050
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	-	-	-	-
Postage	-	-	50	37
Equipment	-	-	-	-
Total expenditures	<u>70,542</u>	<u>484,323</u>	<u>617,900</u>	<u>453,539</u>
Net profit (loss)	<u>\$ 176,255</u>	<u>\$ 98,101</u>	<u>\$ 46,630</u>	<u>\$ 71,440</u>

Seminole State College
Bookstore Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	ACTUAL		BUDGET	
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Sales revenue	205,939	945,046	\$ 950,000	\$ 866,400
Other revenue	289	4,786	10,000.00	\$ 9,120
Total revenue	<u>206,228</u>	<u>949,832</u>	<u>960,000</u>	<u>875,520</u>
Purchase For Resale	<u>26,905</u>	<u>597,444</u>	<u>693,872</u>	<u>579,383</u>
Professional Salaries, F.T.	3,167	28,028	42,245	35,275
Classified Salaries, F.T.	2,313	24,526	38,049	31,771
Classified Salaries, P.T.	-	1,294	1,295	1,081
Student Wages	-	-	5,000	4,175
Professional Services	-	-	-	-
Fringe Benefits	3,249	27,780	45,769	38,217
Compensation expenditures	<u>8,729</u>	<u>81,628</u>	<u>132,358</u>	<u>110,519</u>
Travel	-	-	1,500	1,253
Supplies	217	3,316	5,000	4,175
Bookstore Supplies	-	-	-	-
Miscellaneous Expenditures	-	523	1,000	835
Contractual Service	1,805	11,182	24,800	20,708
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	-	-	-	-
Postage	-	57	1,200	1,002
Equipment	-	-	-	-
Other expenditures	<u>2,022</u>	<u>15,077</u>	<u>33,500</u>	<u>27,973</u>
Total expenditures	<u>37,656</u>	<u>694,148</u>	<u>859,730</u>	<u>717,875</u>
Net profit (loss)	<u>\$ 168,572</u>	<u>\$ 255,684</u>	<u>\$ 100,270</u>	<u>\$ 157,645</u>

Seminole State College
Institutional Support- Statement of Budgeted Revenues and Expenditures
For the Period Ended February 28, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
<u>REVENUE</u>				
Student Service Fee	\$ 113,729	\$ 284,449	\$ 298,994	252,650
Infrastructure Fee	122,573	312,783	328,893	277,915
Student Fees	<u>236,303</u>	<u>597,232</u>	<u>627,887</u>	<u>530,565</u>
Other Income-Overpayment	-	30,040	15,000	12,675
Refunds / Reimbursements	220	21,145	35,000	29,575
Seminar fees	-	-	-	-
Vending matching commissions	184	1,374	1,250	1,056
Photocopy revenue	-	-	-	-
Repair and replacement, damaged property	-	-	-	-
Haney Center	375	1,025	500	423
Other income	<u>780</u>	<u>53,583</u>	<u>51,750</u>	<u>43,729</u>
Total Revenue	<u>237,083</u>	<u>650,816</u>	<u>679,637</u>	<u>574,293</u>
<u>EXPENDITURES</u>				
Professional Salaries, F.T.	-	250	-	-
Classified Salaries, F.T.	-	-	-	-
Classified Salaries, P.T.	-	-	-	-
Student Wages	-	-	-	-
Professional Services	-	124,421	105,000	93,345
Fringe Benefits	-	72	-	-
Personnel expenditures	<u>-</u>	<u>124,743</u>	<u>105,000</u>	<u>93,345</u>
Travel	-	366	9,000	8,001
Supplies	123	3,653	15,000	13,335
Bookstore Supplies	-	-	-	-
Miscellaneous Expenditures	405	24,874	32,800	29,159
Lease Payments	-	-	-	-
Contractual Service	-	-	-	-
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	-	-	-	-
Postage	-	-	-	-
Equipment	-	-	-	-
Housing and book scholarships	568,464	959,061	900,000	900,000
Haney Center	-	-	6,000	5,334
Total Expenditures	<u>568,992</u>	<u>1,112,696</u>	<u>1,067,800</u>	<u>1,049,174</u>
Total Revenue Over (Under) Expenditures	<u>\$ (331,909)</u>	<u>\$ (461,881)</u>	<u>\$ (388,163)</u>	<u>(474,881)</u>

Seminole State College
Housing - Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Rental revenue - Dorms	\$ 351,572	\$ 778,881	\$ 1,044,100	803,957
Other revenue	220	7,631	5,000	3,850
Total revenue	<u>351,792</u>	<u>786,513</u>	<u>1,049,100</u>	<u>807,807</u>
Professional Salaries, F.T.	-	-	-	-
Classified Salaries, F.T.	-	-	-	-
Classified Salaries, P.T.	-	-	-	-
Student Wages	-	-	-	-
Professional Services	-	-	-	-
Fringe Benefits	-	-	-	-
Personnel expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Travel	-	-	-	-
Supplies	1,011	12,994	20,883	14,702
Miscellaneous Expenditures	2,345	78,789	90,439	63,669
Lease Payments	45,424	317,965	502,126	353,497
Contractual Service	-	1,709	7,000	4,928
Sponsorships	-	-	-	-
Advertising	-	-	-	-
Telephone	49	504	1,000	704
Utilities	4,765	67,123	85,000	59,840
Postage	-	-	-	-
Equipment	-	-	-	-
Other expenditures	<u>53,594</u>	<u>479,084</u>	<u>706,448</u>	<u>497,339</u>
Total expenditures	<u>53,594</u>	<u>479,084</u>	<u>706,448</u>	<u>497,339</u>
Net profit (loss)	<u>\$ 298,197</u>	<u>\$ 307,429</u>	<u>\$ 342,652</u>	<u>\$ 310,468</u>

Seminole State College
Student Activities - Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	<u>ACTUAL</u>		<u>BUDGET</u>	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Student activity fee	\$ 126,662	\$ 309,343	\$ 328,893	\$ 277,915
Cultural & recreation fee	14,074	38,417	37,374	31,581
Athletic Administration	-	-	-	-
Golf-Women	-	-	-	-
Golf-Men	-	-	-	-
Womens Soccer	-	-	-	-
Men's Basketball	-	-	-	-
Women's Basketball	-	-	-	-
Volleyball	-	-	-	-
Baseball	-	-	-	-
Softball	-	-	-	-
Total Revenue	<u>140,736</u>	<u>347,760</u>	<u>366,267</u>	<u>309,496</u>
Athletic Administration	18,256	148,344	216,915	192,837
National Tournaments	-	46,755	46,756	41,566
Golf-Women	1,126	14,060	29,403	26,139
Golf-Men	1,076	13,353	27,232	24,209
Womens Soccer	9,101	40,335	57,614	51,219
Men's Basketball	2,391	24,176	47,974	42,649
Women's Basketball	2,478	22,969	48,169	42,822
Volleyball	2,137	20,174	37,614	33,439
Baseball	15,355	68,865	126,889	112,804
Softball	13,421	59,828	92,023	81,808
Student Government	-	1,956	12,000	10,668
Livestock Judging Team	-	-	10,000	8,890
PLC	-	4,464	15,000	13,335
SSC Aggie (AFAC)	-	-	-	-
Phi Theta Kappa (AFAC)	-	-	-	-
NASA (AFAC)	-	-	-	-
Student Nurse Association(AFAC)	-	-	-	-
Total Expenditures	<u>65,339</u>	<u>465,278</u>	<u>767,589</u>	<u>682,387</u>
Revenue Over (Under) Expenditures	<u>\$ 75,396</u>	<u>\$ (117,518)</u>	<u>\$ (401,322)</u>	<u>\$ (372,891)</u>

Seminole State College
Restricted Funds - Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net</u>
PELL	\$ 2,610,401	\$ 2,408,637	\$ 201,764
PELL Recovery	508	-	508
SEOG	78,500	78,500	-
Direct Loans	1,390,580	1,315,345	75,235
Student loan repayment	9,726	-	9,726
College Work Study	35,058	35,058	-
SSC Foundation	38,176	63,726	(25,550)
Private Scholarships	380,493	451,788	(71,296)
Private Loans	88,799	-	88,799
Cherokee Student Grants	38,000	38,000	-
Shawnee Tribe Student Grants	12,099	12,099	-
Citizen Pottawatomie Stud Grnt	29,673	30,423	(750)
Chickasaw Tribe Std Grants	89,177	95,127	(5,950)
OHLAP	324,142	322,192	1,950
Misc Indial Tribal Grants	57,304	59,035	(1,731)
Oklahoma Tuition Aid Grant	169,000	164,500	4,500
Subtotal Financial Aid	<u>5,351,637</u>	<u>5,074,431</u>	<u>277,206</u>
Title III Engaging Students in Science	-	-	-
Ub Math/Science #2	221,155	177,380	43,775
Ub Math/Science #1	211,821	173,308	38,513
Upward Bound #2	215,717	189,492	26,224
Upward Bound #1	293,202	242,985	50,216
Talent Search West	240,333	188,304	52,028
Talent Search Central	309,250	260,015	49,235
Dream Catcher Gear Up	525,552	472,957	52,596
STEM Student Support	166,063	163,632	2,431
Student Support Serices	188,330	184,452	3,879
NASNTI Grant	210,899	211,663	(764)
Carl Perkins	13,029	3,704	9,324
Subtotal Federal Grants	<u>2,595,350</u>	<u>2,267,892</u>	<u>327,458</u>
Care Bears	24,213	12,981	11,232
Nursing Student'S	2,346	1,985	361
Residential Deposits	8,760	-	8,760
Professional Staff Council	1,375	973	402
Upward Bound #2 Fund Raiser	1,252	1,332	(80)
Upward Bound M/S Fund Raiser	68	1,244	(1,176)
Ub Ms #2 Fund Raiser	-	599	(599)
Upward Bound #1 Fundraiser	858	1,143	(286)
Subtotal Other Restricted	<u>38,871</u>	<u>20,257</u>	<u>18,614</u>
Total	<u>\$ 7,985,858</u>	<u>\$ 7,362,580</u>	<u>\$ 623,278</u>

Seminole State College
Campus Organizations - Statement of Revenue and Expenditures
For the Period Ended February 28, 2022

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net</u>
CARE BEARS	\$ 24,213	\$ 12,981	\$ 11,232
FACULTY SENATE	2,275	350	1,925
SEMINOLE STATE AGGIE CLUB	-	602	(602)
NURSING STUDENTS MAILBOXES	50	48	3
UB #1 SUMMER FOOD PROGRAM	3,574	-	3,574
PHI THETA KAPPA	931	-	931
UBMS SUMMER FOOD PROGRAM	2,883	-	2,883
UB M/S #2 SUMMER FOOD PROGRAM	2,276	-	2,276
UB2 SUMMER FOOD PROGRAM	1,663	-	1,663
NURSING STUDENT'S	2,346	1,985	361
MLT BOC FEE	1,982	1,075	907
RESIDENTIAL DEPOSITS	8,760	-	8,760
PROFESSIONAL STAFF COUNCIL	1,375	973	402
CLASSIFIED STAFF ASSOCIATION	461	500	(39)
PSI BETA	70	-	70
UPWARD BOUND #2 FUND RAISER	1,252	1,332	(80)
UPWARD BOUND M/S FUND RAISER	68	1,244	(1,176)
UB MS #2 FUND RAISER	-	599	(599)
UPWARD BOUND #1 FUNDRAISER	858	1,143	(286)
ART CLUB	230	-	230
SHOTGUN SHOOTING TEAM	7,170	3,805	3,365
	<u>\$ 62,457</u>	<u>\$ 27,137</u>	<u>\$ 35,321</u>



March 9, 2022

Lana Reynolds, President
Seminole State College
Seminole OK 74868

Dear President Reynolds,

This letter is to inform you that I am retiring this year, effective August 1, 2022.

I very much appreciate the opportunity to work at SSC for the last 6 years.

Thank you,

A handwritten signature in cursive script that reads "Robbie I. Lindsey".

Robbie Lindsey
Information Technology Technologist
Seminole State College
405-382-9690
r.lindsey@sscok.edu



Dr. Linda Goeller
Vice President of Academic Affairs
Seminole State College
PO Box 351
Seminole, Oklahoma 74818
March 9, 2022

Dear Dr. Goeller,

Please accept this letter as my notice of resignation from the position of Director of Employment Readiness. My last day in the office will be April 15, 2022. This has not been an easy decision to make. I have enjoyed working for Seminole State College. I graduated from Seminole Junior College way back in 1990 (before the name change) and have always considered this school to be my home.

I have been offered a position working for a technology company at a significant pay raise. I have decided to accept this position as I am working on my doctorate in Human Services which is a large financial commitment.

Prior to exiting this position, I will complete the annual grant renewal paperwork and submit to oversight. In addition, I would be happy to answer any questions that might come up over the next few months. Christina Parsons has a good grasp on how the program is run and can keep things going until a replacement is found. Lisa French from the Department of Human Service (DHS) State Office and Gina McPherson Oklahoma State Regent for Higher Education (OSRHE) office can provide grant specific training to the person hired to take my place. Grant guidelines indicate that prior to an offer of employment, the community college shall notify OSRHE and DHS regarding new hires in the role of director and upon acceptance of employment the community college will provide transcripts. I have provided both Lisa and Gina's contact information below.

Again, thank you for the opportunity to work at Seminole State College, it has been an honor.

Gina McPherson
Special Programs Manager
Oklahoma State Regents for Higher Education
gmcpherson@osrhe.edu
(405) 225-9396

Lisa French
TANF-Program Manager I
Department of Human Services
Lisa.french@okdhs.org
405-595-8573

Sincerely,



Veronica Taylor, MS

Natatorium Task Force

Ed Lemmings – Director of Physical Plant and Campus Safety

Mike St. John – Athletic Director

Rita Story-Schell – Athletic Department

Leslie Sewell – Student Services

Carol Landes – Fiscal Affairs

Janna Wilson-Byrd – Academic Affairs

Melinda Sims - Professional Staff Council

Toni Wittmann – Classified Staff

Brad Schatzel - Faculty Senate

Laney Anderson – Student Athletics

Georgia Ledford - Student Government Association

Kegan Magee - President's Leadership Class

Ex Officio – Lana Reynolds, President



Date: 3/7/22

To: President Reynolds

From: Mrs. Kristie Newby, MBA, CFE
Vice President for Fiscal Affairs

A handwritten signature in black ink, appearing to be "K. Newby", written over the printed name of the sender.

Subject: Recommended Bid Award for Softball Complex Retaining Wall Replacement

The current wall is a block wall on the south bleachers. This wall should be replaced by a concrete wall and support should be given to the current seating area that is block and dirt. Repairs to the upper walkway area to the south of the bleachers are also necessary.

One bid was submitted for this project by Affinity Corp. of Tecumseh, OK. Ed and I have examined the bid and are satisfied that all work required has been covered. Thus, I recommend the Board approve the bid submission of Affinity Corp of \$62,390.



Ed Lemmings
Seminole State College
2701 Boren Blvd
Seminole, OK 74868

Dear Ed Lemmings
Seminole State College:

Please see below for an outline of the proposal for the work requested for the Seminole Nation Softball Complex Retaining Wall project. We are proposing to perform the associated work with a unique cost approach that is more favorable to the client and results in a higher quality finished product. I have attached an outline of this approach that explains its benefits in greater detail. Please do not hesitate to contact me if you have any questions.

GMP BID SPECS

Inclusions:

- Demolition and removal of approximately a 62' long block retaining wall on the south side of the softball complex.
- Demolition, removal and replacement of approximately a 20'x15' area of slab sidewalk at the top level of the wall.
- Installation of a new 12" concrete wall that matches the existing 'stepped' down appearance with a 12"x36" concrete footing. All reinforcing on the wall and footing is to be minimum 5/8" thick.
- Backfill and compaction of all dirt work and gravel.
- Temporary removal and reinstallation of the tiered stadium seating out of landscaping blocks as necessary.
- The existing French drain system will be reviewed at the time of the wall demolition and repairs made as necessary to ensure proper drainage of all ground water to the outside of the wall.
- All fencing removed for any work will be reinstalled or replaced with similar fencing in color and appearance.
- All final cleaning and debris haul off.

Bid proposal DOES NOT include:

- Any unknown conditions found during demolition.
- No utility work outside of the French drain system is included.
- No painting, striping, or staining of any concrete finishes.
- or any items other than listed above.

SSC Softball Complex Retaining Wall

Guaranteed Maximum Price with 100% savings returned to the Owner:

\$ 62,390.00

Sincerely,

Joshua Goodson

Phone: 405.821.0917

Email: joshua.goodson@buildwithaffinity.com



Affinity Corp.

DEVELOP DESIGN CONSTRUCT

Fees & Costs

Fees

The issue of fees for negotiated projects can be very difficult to understand. This is because different Contractors will charge substantially different fees for the very same project even though all Contractors are incurring similar overhead costs and are seeking almost identical net profits. The differences in fees exist because many Contractors will charge whatever fee they can negotiate, yet, as allowed by contract, they will attempt to increase their profit margins by including many of their overhead expenses in their job costs and general conditions, which become hidden in the Cost of the Work.

- As a Contractor specializing in negotiated projects, Affinity Corporation tries to eliminate any misunderstandings by charging an all inclusive fee of the Cost of the Work with no hidden costs or methods to increase our profit margin. This fee is a sliding fee based on the scale of the project as outlined in the below table. For your project the all inclusive fee will be 25%. Our fee structure has proven to be very competitive when you realize everything that is included in it.

\$0 - 50,000	25%
\$50 - 200,000	20%
\$200,000 -500,000	15%
\$500,000 and above	10%

Affinity Corporation's fee includes all necessary Project Management services, preconstruction services, estimating and value engineering services, jobsite office expenses, and home office services and expenses. Architectural Design, Civil Engineering, Structural Engineering, and Mechanical, Electrical, and Plumbing Engineering can be requested at an additional cost from several of our trusted colleagues in these industries.

In addition to a fair, all-inclusive fee structure, Affinity Corporation does not charge for any of our services until the construction phase begins. This means that there will be no fees associated with the preconstruction phase of your project. We will provide our preconstruction services at no charge because it is the fair thing to do when working as a member of a project team on a negotiated project.

Change Orders

Change orders are another issue of concern for many Owners because they have proven to be another method by which Contractors can increase their profit margins and still stay within the legal terms of the contract. Affinity Corporation believes that change orders are only necessary to correct deficiencies in the drawings and specifications or to reflect changes in the scope of work as directed by the Owner. Obviously, most Architects and Owners would

have included any unforeseen changes in the original drawings and specifications if they had known about them earlier. Therefore, instead of penalizing Architects and Owners by charging an inflated fee for changes, we charge the same fee for change orders that we would have charged if the changes had been included in the drawings and specifications that were used to determine the original Guaranteed Maximum Price.

Cost Savings

Cost savings can be another ambiguous issue for many Owners. Some Contractors lead Owners to believe that they will work harder to secure cost savings if the Owner will share those cost savings. As a negotiating Contractor, Affinity Corporation believes that one of our primary responsibilities is to find and secure cost savings wherever possible during the preconstruction and construction phases of a project. Because this basic service is included in our fee, we do not feel that it is fair to share the cost savings that we are already being paid to find. Therefore, Affinity Corporation will return to its clients one hundred percent (100%) of all cost savings realized during the entire construction process.

As a member of your project team, Affinity Corporation will do everything possible to contribute to a mutual relationship of trust and confidence. This will help to ensure that all of the advantages of the negotiated method of construction will be realized and passed on to its clients.

Sincerely,

Joshua Goodson
Phone: 405.821.0917
Email: joshua.goodson@buildwithaffinity.com



January 12, 2022

Seminole State College is accepting bids for the following:

The replacement of the retaining wall all the softball complex

The current wall is a block wall on the south bleachers. This wall should be replaced by a concrete wall and support should be given to the current seating area that is block and dirt. Please specify thickness and manner of build for the new retaining wall. The bid should include repairs to the upper walkway area to the south of the bleachers.

Bids are due no later than 10:00am CST, Friday February 25th, 2022, and may be mailed to:

Seminole State College
P.O. Box 351
Seminole, OK 74818-351

or hand delivered in a sealed envelope labeled "Softball Retaining Wall Replacement."

Bids will be opened inside the Hager Chapman room in the Walkingstick Building at 11:00am CST Friday, February 25, 2022.

For technical questions, please contact Ed Lemmings @ (405) 382-9241.

Seminole State College reserves the right to reject any and/or all bids.

Sincerely,

Mrs. Kristie Newby, MBA, CFE
Vice President for Fiscal Affairs
(405) 382-9277



Certification for Competitive Bid and/or Contract (Non-Collusion Certification)

NOTE: A certification shall be included with any competitive bid and/or contract exceeding \$5,000.00 submitted to the State for goods or services.

Agency Name: Affinity Corporation, LLC Agency Number: 82-2997263

Solicitation or Purchase Order #: _____

Supplier Legal Name: Joshua Goodson

SECTION I [74 O.S. § 85.22]:

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
 - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
 - b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
 - c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract, nor
 - d. to any collusion with any state agency or political subdivision official or employee as to create a sole-source acquisition in contradiction to Section 85.45j.1. of this title.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

SECTION II [74 O.S. § 85.42]:

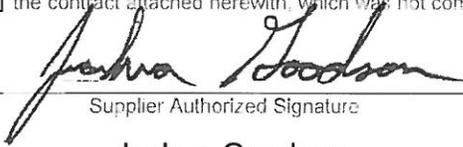
For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of:

the competitive bid attached herewith and contract, if awarded to said supplier;

OR

the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.



Supplier Authorized Signature

Joshua Goodson

Printed Name

405-821-0917

Phone Number

Fax Number

2-12-22

Certified This Date

Operations Manager

Title

joshua.goodson@buildwithaffinity.com

Email



Responding Bidder Information

"Certification for Competitive Bid and Contract" **MUST** be submitted along with the response to the Solicitation.

1. RE: Solicitation # SSC Softball Complex Retaining Wall

Bidder General Information:

FEI / SSN : 82-2997263 Supplier ID: _____

Company Name: Affinity Corporation, LLC

Bidder Contact Information:

Address: PO Box 805

City: Tecumseh State: OK Zip Code: 74873

Contact Name: Joshua Goodson

Contact Title: Operations Manager

Phone #: 405-821-0917 Fax #: _____

Email: joshua.goodson@buildwithaffinity.com Website: www.buildwithaffinity.com

Oklahoma Sales Tax Permit¹:

YES – Permit
#: _____

NO – Exempt pursuant to Oklahoma Laws or Rules – Attach an explanation of exemption

Registration with the Oklahoma Secretary of State:

YES - Filing
Number: 3512607695

NO - Prior to the contract award, the successful bidder will be required to register with the Secretary of State or must attach a signed statement that provides specific details supporting the exemption the supplier is claiming (www.sos.ok.gov or 405-521-3911).

Workers' Compensation Insurance Coverage:

Bidder is required to provide with the bid a certificate of insurance showing proof of compliance with the Oklahoma Workers' Compensation Act.

YES – Include with the bid a certificate of insurance.

NO – Exempt from the Workers' Compensation Act pursuant to 85A O.S. § 2(18)(b)(1-11) – Attach a written, signed, and dated statement on letterhead stating the reason for the exempt status.²

¹ For frequently asked questions concerning Oklahoma Sales Tax Permit, see <https://www.ok.gov/tax/Businesses/index.html>

² For frequently asked questions concerning workers' compensation insurance, see <https://www.ok.gov/wcc/Insurance/index.html>

Disabled Veteran Business Enterprise Act

YES – I am a service-disabled veteran business as defined in 74 O.S. §85.44E. Include with the bid response 1) certification of service-disabled veteran status as verified by the appropriate federal agency, and 2) verification of not less than 51% ownership by one or more service-disabled veterans, and 3) verification of the control of the management and daily business operations by one or more service-disabled veterans.

NO – Do not meet the criteria as a service-disabled veteran business.


Authorized Signature

2-12-22
Date

Joshua Goodson
Printed Name

Operations Manager
Title

Seminole State College
P O Box 351
Seminole, Oklahoma 74818

New Vendor Information Form

Vendor Name Affinity Corporation, LLC

Vendor Contact Joshua Goodson Phone 405-821-0917

Please describe the product or service you as a vendor will provide for Seminole State College:

Contracting Services for replacement of a concrete retaining wall at the Softball Complex.

Expected Start Date 4-1-22

In addition to this form, please attach/include a completed and signed IRS Form W-9. If your organization is an LLC, please enter the tax classification.

Seminole State College will not setup a new vendor without the completion of this form and IRS Form W-9.

Additionally, please note that Seminole State College requires an approved purchase order for all purchases. Verbal purchase requests from anyone representing themselves as an agent of SSC should not be processed. Please help us help you receive timely payment of your invoices.

For Seminole State College Business Office Use Only

Approved for Vendor Setup _____ Date _____

PROPOSED DIVERSITY STATEMENT:

The Seminole State College community is dedicated to fostering a positive campus environment supporting each person's individual and unique ability to learn, regardless of socio-economic status, race, ethnicity, gender, sexual orientation, age, disability or religious preference, to build an institution of higher learning in which diversity is celebrated.

Proposed by DE&I Task Force
February 16, 2022

Approved by the Administrative Council
February 28, 2022

FACULTY TENURE POLICY AND PROCEDURE (BP)

The following tenure policy revision was adopted by the Seminole State College Board of Regents in October 2004. Provisions apply to non-tenured faculty members from the date of adoption and thereafter. Faculty members who were tenured prior to the policy revision in 2004 will retain tenure, subject to future tenure review.

Definition of Tenure

“Tenure is a means to certain ends; specifically: (1) freedom of teaching and research and of extramural activities, and (2) a sufficient degree of economic security to make the profession attractive to men and women of ability. Freedom and economic security, hence, tenure, are indispensable to the success of an institution in fulfilling its obligations to its students and to society [...]. After the expiration of a probationary period, teachers or investigators should have permanent or continuous tenure, and their service should be terminated only for adequate cause, except in the case of retirement for age, or under extraordinary circumstances because of financial exigencies" (AAUP, 2001, pp. 3-4).

Tenure describes faculty members who have met the requirements of this policy. Tenure is a reciprocal state in which the faculty member commits to an on-going effort to achieve excellence and the institution commits to support the achievement of excellence and to retain the faculty member. Tenure is justified by the critical protection it affords to academic freedom.

Definition of Faculty

For the purposes of tenure, faculty is defined as those whose greatest concentration of duties are classroom teaching and who are on full-time faculty contracts at the College.

Eligibility for Tenure

Faculty are eligible to apply for tenure at the conclusion of a probationary period which is defined below. All faculty new to Seminole State College must serve a probationary period of four continuous years as a full-time faculty member and must have earned a master's degree with 18 graduate hours in the primary teaching field (i.e., life sciences, physical sciences, nursing, business administration, computer science, child development, among others) prior to applying for tenure. This four-year period provides for annual evaluation, notification of unsatisfactory work, an opportunity to address deficiencies, a determination of program viability, and for the faculty member to become involved with the institution and its five-county service area. Application for tenure may be made during the fifth year of continuous full-time service or any year thereafter.

POLICY: II-6-5

Faculty Tenure Status

A faculty member in tenure application status is a tenure-eligible faculty member, as defined above, who has chosen to enter or re-enter the tenure procedure. A non-tenured faculty member is a faculty member who is not entering or re-entering the tenure procedure.

Criteria for Judging Tenure Applications

In support of the primary functions of the College, faculty considered for tenure must show evidence of quality performance in three: teaching, scholarship, and service. Priority shall be given to faculty activities which are supportive of the philosophy and purposes of the College. Teaching is defined as instruction to impart knowledge or skill to students within the formalized academic processes and structures of the College. In considering evidence for tenure, faculty who do not demonstrate superior teaching excellence will not be tenured. Scholarship is defined as academic learning or achievement systematically advancing knowledge or skills in a field of learning. Service is defined as actions contributing to the advancement or enhancement of others beyond the scope of expected work assignments and duties. Activities of the faculty member shall be judged in terms of the impact which they have in promoting desirable educational progress within the College and within the five-county service area of the College.

Evidence submitted to support a recommendation for tenure will be judged according to the pattern of performance which it reveals. The pattern should show both recent performance as well as a history of performance over the period of employment at Seminole State College.

During the faculty member's probationary period, the faculty member shall gather and organize evidence for inclusion in a Tenure ~~Application Portfolio~~.

Criteria for Judging Faculty Performance

1. Teaching Function
 - a. The faculty member is able to produce evidence of student learning as specified in course goals and objectives. Such goals and objectives shall be consistent with program and divisional goals and objectives.
 - b. The faculty member has established positive colleague and student relationships.
 - c. The faculty member contributes to program development and program implementation in ways consistent with the philosophy of the College.
 - d. The faculty member applies methodology, concepts, processes, and principles central to the curriculum taught.
2. Scholarship
 - a. The faculty member participates in in-service, colloquia, and other professional development opportunities.
 - b. The faculty member is involved in professional organizations and activities appropriate to his/her teaching field(s).
 - c. The faculty member engages in activities and learning experiences enabling him/her to maintain current knowledge of his/her teaching field(s).
3. Service Function
 - a. The faculty member provides service to the College outside of his/her teaching responsibilities.

POLICY: II-6-6

- b. The faculty member provides service to students that are outside of his/her teaching responsibilities.
- c. The faculty member provides service to groups of his/her choice in the five-county College service area.

Tenure Density

Faculty members eligible for tenure at Seminole State College, but for whom a tenure position does not currently exist due to faculty tenure density at the College shall be protected to the fullest extent possible. In the interim, these faculty may be reappointed annually as non-tenured until such time as the tenure density at the College allows for additional tenured faculty.

No part of this policy shall be construed to imply that faculty members waiting for tenure density to decrease shall be accorded automatic tenure status without final review of the tenure recommendation file. Nor does this imply that a person awaiting tenure due to tenure density shall be denied promotion if he/she qualifies for such promotion.

At Seminole State College, the maximum tenure density is 60 percent based on 40 full-time faculty or an average number of full-time faculty from the previous five years, whichever is higher. Tenure applications exceeding the 60 percent limit may be considered by the Board upon recommendation with justification by the President.

Tenure Application Procedure

During the fifth year of continuous full-time service, or any year thereafter, faculty applying for tenure shall complete a Tenure Application Portfolio. The completed Tenure Application Portfolio shall be placed in a three-ring binder and submitted to the Division Chair by November 1. The Tenure Application instruction packet is available in the Office of Academic Affairs. Applicants are advised to confer with the Division Chair throughout the process. The packet will include helpful checklists of required documentation. In the years of teaching prior to applying for tenure, the faculty member shall gather and organize evidence for inclusion in the Tenure Application Portfolio.

POLICY: II-6-7

Steps in the Tenure Application Procedure are as follows:

1. Tenure Application Portfolio

The Portfolio should be placed in a three-ring binder and contain the following materials in sequential order:

- a. *Summary of Evidence*

The candidate shall write a self-evaluation of assets and strengths and a summary of materials in the Tenure Application Portfolio. This document should not exceed four 8 1/2 X 11, double-spaced typed pages.

- b. *Resume*

The candidate shall include a current resume. The candidate shall ensure that his/her personnel file is complete and contains a current resume.

- c. *Transcripts*

The candidate shall include copies of official, current transcripts. The candidate shall ensure that his/her personnel file contains official, current transcripts.

d. *Evidence of Meeting Criteria*

The candidate shall organize and include in the file the materials relating to the Criteria for Judging Faculty Performance” that shall have been gathered in the years of teaching prior to applying for tenure.

Suggested evidence for evaluating the Criteria for Judging Faculty Performance regarding Teaching (correlates to criteria for teaching in section on Criteria for Judging Faculty Performance) is:

- a. Course handouts
Course presentations
Course lecture notes
Laboratory investigations
Division chair evaluations of faculty
Relevant examples of student work
- b. Letters, notes, recommendations and/or awards from students
Letters, notes, recommendations and/or awards from colleagues
- c. Minutes of meetings regarding development/revision curriculum
Syllabi of courses developed/revised
Completed Oklahoma State Regents for Higher Education degree program addition/modification forms
- d. Course assessment tools and results
Student Feedback on Instruction results

POLICY NUMBER: II-6-8

Suggested evidence for evaluating the Criteria for Judging Faculty Performance regarding Scholarship (correlates to criteria for Scholarship in section on Criteria for Judging Faculty Performance) is:

- a. Programs and agendas
Certificates of completion
Notes or articles acknowledging attendance
- b. Programs, agendas, newsletters
Letters, notes or articles acknowledging participation
- c. Published or copyrighted articles or materials
Research, performance or art show documentation

Suggested evidence for evaluating the Criteria for Judging Faculty Performance regarding Service (correlates to criteria for Service in section on Criteria for Judging Faculty Performance) is:

- a., b., and c.:
- Committee appointment letters
 - Meeting minutes
 - Notes, letters acknowledging contributions
 - Reports
 - Publicity materials

Awards, honors, certificates

- e. *Syllabi*
The candidate shall include current syllabi of courses taught.
- f. *Tenure Team Classroom Performance Evaluations*
- g. *Tenure Application Committee Interview Form*

3. Tenure Application Committee

In order to complete the application, the candidate should form a Tenure Application Committee consisting of five colleagues, one of whom may be the Division Chair, and two of whom are outside the candidate's discipline. Faculty in Divisions with less than three colleagues may seek an exemption with the approval of the Division Chair and the Vice President for Academic Affairs. The majority of the committee shall be tenured faculty. The candidate should determine if each colleague has time and is willing to serve as a member of the candidate's Tenure Application Committee. The Committee shall meet with the candidate to review and take action on the Colleague Classroom Performance Evaluations and the completed Tenure Application Portfolio (see 4, 5, and 6 below), applying the criteria set forth in this policy.

POLICY NUMBER: II-6-9

4. Colleague Classroom Performance Evaluation

When the Division Chair receives the candidate's Tenure Application Portfolio, the Chair will appoint two faculty from the candidate's Tenure Application Committee who will join with the Vice President Academic Affairs in a classroom evaluation of the candidate.

The Classroom Performance Evaluators will submit written evaluation reports to the candidate's Division Chair. These reports, as well as that of the Division Chair, will become part of the candidate's Tenure Application Portfolio.

- a. *Colleague Classroom Performance Evaluation Procedure*
 - (1) Each colleague and Division Chair, hereinafter known as the evaluators, shall review the syllabi prepared by the candidate before visiting a class session. Evaluators shall each visit a different course, or if the candidate has only one preparation during the tenure application semester, different class sections.
 - (2) The evaluators may confer with the candidate and with students regarding the syllabus and the course before and after the classroom visit. Each evaluator will review the completed Colleague Classroom Performance Evaluation with the candidate before submitting the form to the Division Chair.

- (3) Evaluators may elect to visit the candidate's classroom unannounced or to confer with the candidate before visiting. Evaluators may also elect to visit the classroom up to three times before completing the evaluation form.
- (4) Evaluators should use the review of the syllabi, conferences and classroom visits in order to complete the evaluation form. Upon completion, the evaluator shall submit this form and the recommendations to the candidate's Division Chair, after having shared the evaluation with the candidate.
- (5) Colleague Recommendations: In a typewritten statement, each colleague shall address the candidate's qualifications for tenure by citing his/her assets, strengths, limitations, and contributions to the institution.

5. Tenure Application Interview

The Division Chair will interview the candidate after the classroom evaluations and colleague evaluations and will request that the colleagues participate in the interview. In order to ensure uniformity among divisions, each Division Chair will use the Tenure Application Committee Interview Form and file it in the candidate's Application Portfolio.

POLICY NUMBER: II-6-10

Division Chair Action on Tenure

The Colleague Classroom Performance Evaluation, colleague recommendations and interview must be completed and filed by December 1, at which time the Division Chair reviews the completed Tenure Application, the candidate's personnel file, and prepares a written report. The Division Chair, after reviewing all evidence, will submit to the Vice President for Academic Affairs a written recommendation to approve or deny the tenure request.

The Division Chair will then confer with the candidate, announcing his/her recommendation and providing the candidate with a copy of the Division Chair's report by December 15. If the Division Chair cannot recommend the candidate for tenure consideration, the candidate may file an appeal in accordance with institutional policy.

Vice President for Academic Affairs Action on Tenure

If the Division Chair recommends the candidate for tenure, the Division Chair submits the completed Tenure Application Portfolio to the Vice President for Academic Affairs no later than January 1.

The Vice President for Academic Affairs has until February 1 to review tenure candidates and their respective Tenure Application Portfolios, and to prepare a written report for each candidate, recommending or not recommending candidates for tenure. The Vice President for Academic Affairs will confer with each candidate and with each candidate's Division Chair jointly, reviewing his/her report with them and providing a copy of this report to them.

The Vice President for Academic Affairs submits his/her recommendation with documentation to the President by February 15. The President shall then recommend candidates for tenure at the next regular Board of Regents meeting for Board action. After Board action, a copy of the Tenure Application Portfolio and the Board decision become a part of the faculty member's personnel file. The original Tenure Application Portfolio is returned to the faculty member.

If the Vice President for Academic Affairs and/or the Division Chair do not recommend a candidate for tenure, the Vice President for Academic Affairs and/or the Division Chair will prepare a written report, specifying the reasons for not recommending tenure and will review the report with the candidate. The Vice President for Academic Affairs and/or the Division Chair may take the following actions:

- (1) Assist the candidate in establishing a specific set of goals and objectives, with timetables for the candidate's improvement to provide an opportunity for the candidate to become tenured.
- (2) Recommend that the faculty member remain in non-tenured status.

Tenure Reapplication

A continuously employed faculty member may re-enter the tenure application process after having completed at least one additional academic year on contract if the faculty member has achieved the specified goals and objectives in the timetable established. A faculty member may re-enter the tenure application process no more than twice.

REFERENCE

American Association of University Professors (2001). *AAUP policy documents and reports* (9th ed.). Washington, D.C.: American Association of University Professors.

DATE OF ADOPTION: October 21, 2004
REVISION DATE (S): February 19, 2015

LEGAL REFERENCE:

RELATED ADMINISTRATIVE RULES AND REGULATIONS: _____



SEMINOLE *State* **COLLEGE**

P.O. BOX 351 • 2701 BOREN BOULEVARD • SEMINOLE, OK 74818-0351 • PHONE: (405) 382-9950

December 14, 2021

Dr. Linda Goeller, VPAA
Seminole State College

Re: Letter of Recommendation of Tenure for Yasminda Choate

Dear Dr. Goeller:

It is with great pleasure that I write in recommendation of tenure for Yasminda Choate.

Ms. Choate's work ethic is exemplary, from her teaching and relationships she builds with her students, to her collegiality and dedication to SSC and her profession. Her leadership and attention to details benefit SSC in a myriad of ways, most notably with her current role as Distance Education Committee Chair, and her mentorship among the faculty as a former Faculty Senate President, among other committee work, mentoring, and advising duties.

She is a forward-looking professor, ever-ready to learn and improve, as evidenced by her ongoing commitment to professional development. She has done extensive work in Quality Matters training, which has directly benefitted the college as part of our development of the online program offerings. She has also significantly researched the role of higher education in the women's prison systems and presented her research at national conferences.

Ms. Choate, is, quite simply, a top-notch professor and colleague. Her Tenure Portfolio is impressive and thorough; it excellently demonstrates her years of service to SSC and our community, as well as her growth as a professional. It is my wish, and that of her Tenure Committee, that she be granted tenure in accordance with SSC policy.

Thank you for your consideration.

Sincerely,

Jessica B. Isaacs
Language Arts and Humanities Division Chair
Fall 2021



Seminole *State* College

P.O. BOX 351 2701, BOREN BOULEVARD, SEMINOLE, OK 74818-0351 PHONE: (405) 382-9950

January 18, 2022

Lana Reynolds
President
Seminole State College

President Reynolds,

It is my pleasure to recommend Yasmina Choate for tenure and the title of Associate Professor at Seminole State College. In accordance with sections II-6-5 through II-6-10 of the Seminole State College Board of Regents' Policy, Yasmina meets all tenure eligibility requirements in teaching, scholarship, and service. The summary of evidence for Ms. Choate's application for tenure includes her impressive tenure application portfolio, the observations of her students, and the observations and input of her tenure committee. Her academic credentials meet minimum Higher Learning Commission credentialing standards as required by the SSC tenure policy. The evidence that Yasmina contributes value to SSC and the vigorous support of Jessica Isaacs, her Division Chair, has led to this recommendation for tenure.

Ms. Choate's leadership and diligence in serving as the Distance Education Committee Chair has proved invaluable in our move to online coursework. She has participated in several Quality Matters professional development seminars and used this information in her position. Her expertise in teaching online is apparent when observing her courses. She has taken several opportunities to present at regional and national conferences addressing online learning. She is an effective classroom instructor who cares deeply for students and student success. Her pursuit of a doctoral degree in Higher Education Administration provides ample evidence of her scholarly pursuits.

Accordingly, I offer my recommendation for the tenure of Ms. Yasmina Choate. If granted tenure, I would anticipate Yasmina continuing to use her passion and talents to add value to Seminole State College for years to come.

Sincerely,

A handwritten signature in cursive script that reads "Linda S. Goeller".

Dr. Linda Goeller
Vice President for Academic Affairs

developed online tools and rubrics. I also simply did not have the student load that I have with a 5-5 load. However, students in my face-to-face classes regularly praised my enthusiasm for my teaching area and my creative assignments designed to engage them in real-world writing scenarios. Many also commented on feeling that I care about them.

My past several semesters of student evaluations have seen continued growth and development as I have gained efficiency and learned to more effectively communicate my “grading timelines” to students. I also have increased my level of virtual delivery and have adapted all of my classes to virtual essay submissions to allow me to use my tools in ways that best complement my individual teaching practices. I will continue to speed up my grading time and prioritize the well-being of my students.

VII. Summarize Division Chair Evaluations:

My division chair evaluations consistently highlight my enthusiasm for teaching and for student success. On two semesters, a division chair highlighted concerns with the Student Feedback on Instruction averages; however, even in those semesters, the work I do within the classroom, departmental service, and institutional service takes priority. Upon the reinstatement of a Division Chair with knowledge and experience within my teaching field, my performance evaluations have been significantly more useful in goal-setting.

VIII. Summarize Course Content and Pedagogic Development

This has been the most interesting area to review as I compiled my evidence for the tenure packet. When I began teaching at SSC in 2012, I was skilled at creating course assignments that were relevant to the expected skill level of the class I taught. However, as I have progressed during my time at the College, I have seen an evolution of course materials and assignments

Request to award honorary Emeritus status to five former employees:

SSC Policy on Emeritus status states that the Seminole State College Board of Regents, at its discretion, may honor recommendations of the President granting retired faculty, administrators, or professional staff members emeritus status after retirement. In evaluating candidates for this honorary status, consideration may be given to length of service, special recognitions and activities, and similar items related to performance.



Brenda Cates (1996 – 2016)

Brenda Cates worked for SSC for 20 years. During her time at the College, she served in several capacities, including TRiO Office Manager, Talent Search Advisor and Enrollment Management Specialist/High School Recruiter. She assumed her last position in 2014 where she advised students and acted as the Americans with Disabilities Act campus liaison. She earned her bachelor's degree and her master's degree from East Central University.



Carol Hartman (1988 – 2018)

Carol Hartman started at SSC as the Administrative Assistant to the Vice President for Academic Affairs. She also worked as an Employment Readiness job developer and the Business and Industry Training Coordinator. She served as president for both the Classified Staff Association and the Professional Staff Council on campus. She holds an associate degree from Seminole State College, and a bachelor's degree from Mid-America Christian University.



Susan Walker (2014 – 2020)

Susan Walker retired in December of 2020. She worked at SSC for six years, most recently as an Assistant Professor of Life Sciences. She received her bachelor's degree at East Central University and her master's degree at Oklahoma State University. She resides in Konawa. She enjoys spending time on her farm, completing home projects and taking hiking trips.



Frank Washington (2000 – 2011)

Frank Washington held the position of Educational Talent Search Advisor. He has over 20 years of experience in accessing and advocating for veterans. Frank served as a proud member of the U.S. Army and was recognized as an Outstanding Soldier in Advanced Individual Training. Frank currently serves at the pastor at the Cornerstone Baptist Church in Wewoka.

GENERAL POLICIES REGARDING COLLEGE PERSONNEL

The President of the College as Chief Executive Officer is hereby delegated authority by the Board of Regents for all employment decisions (excluding Vice Presidential positions) regarding hiring, assignment of personnel, promotion, designation of duties and job descriptions, discipline, termination, or any other personnel actions. For any position with the title of Vice President, Board approval is required prior to hiring or termination.

Seminole State College contracts with regular full-time professional staff and faculty on an annual basis. Except as provided in this policy for tenured faculty, contracting with an employee for one year does not imply that the employee will be contracted for any other time period. Non-contracted employees, including part-time and classified employees, are employed as needed at the will of the President. Nothing in this policy shall preclude employees from exercising their due process rights as outlined in the Policy manual.

NON-DISCRIMINATION POLICY

Seminole State College does not discriminate or permit discrimination by any member of its community against any individual based on the individual's race, color, religion, political beliefs, national origin, age (40 or older), sex, sexual orientation, genetic information, gender identity, gender expression, disability, or veteran status in matters of admissions, employment, financial aid, housing, services in educational programs or activities.

In compliance with and support of the following federal civil right laws:

- Title VI of the Civil Rights Act of 1964*, which prohibits discrimination based on **race, color, or national origin** (including **language**).
- Section 504 of the Rehabilitation Act of 1973*, which prohibits discrimination based on **disability**.
- Title IX of the Education Amendments Act of 1972*, which prohibits discrimination based on **sex** in education programs or activities.
- Age Discrimination Act of 1975*, which prohibits discrimination based on **age**.
- U.S. Department of Homeland Security regulation 6 C.F.R. Part 19*, which prohibits discrimination based on **religion** in social service programs.

College policy prohibits retaliation against a person for filing a complaint of discrimination or harassment under this policy or other applicable federal, state, or local laws. This policy also prohibits retaliation against any person who assists someone with a complaint of discrimination or harassment or who participates in any manner in an investigation or resolution of a complaint of discrimination or harassment.

PRESIDENTIAL SEARCH AND SELECTION

In the event of an opening in the position of President, the Chair of the Seminole State College Board of Regents has the responsibility and authority to oversee the presidential selection process. The Office of the President, in collaboration with the Faculty Senate Subcommittee on

Academic Issues, has developed a search and selection process, which may be utilized at the discretion of the Board. The Board may utilize other methods for recruitment and selection of a President.

EMPLOYMENT QUALIFICATIONS

Candidates for a teaching position in an academic, transfer-oriented, program should possess an appropriate academic degree from an acceptable training institution with prior teaching experience highly desirable. Typically a master's degree is required for a full-time teaching position in a traditional academic area. A doctoral degree is highly desirable.

In order to be employed in a teaching position in the occupational/technical areas, successful candidates must have proven capabilities in the field in which they propose to teach. Some college training, technical certification, and prior teaching experience are desirable.

Candidates for the various administrative positions must have a minimum of a master's degree or possess specialized training and experience. Experience in teaching or administration is required in the positions of Vice President for Academic Affairs, the Vice President for Student Services and deans. It is highly desirable that the candidate holds or be making progress toward a doctoral degree.

Candidates for other positions on campus should have good character, adequate skills for the tasks required and appropriate training and/or experience.

APPOINTMENT OF PERSONNEL

Initial Appointment

Full-Time Faculty, Administrative, and Program Employees

The President, upon recommendation from appropriate administrative personnel, makes initial appointment of regular, full-time faculty, administrative and professional staff. The President is also authorized to make temporary appointments as necessary.

Upon employment, the employee must file with the College: 1) a complete résumé which identifies all previous employment; 2) official transcripts of all college work and/or appropriate certificates; and 3) all other applicable federal and state employment forms.

Responsibilities

Each employee is expected to be knowledgeable of performance criteria for his/her particular position and with all rules, procedures, policies, and standards of conduct established. An employee who does not fulfill the responsibilities set out by such may be subject to corrective or disciplinary action.

New Employment Probationary Period

Newly hired employees who are not full-time faculty shall be placed in a six-month probationary period. Newly hired faculty shall be placed in a probationary period matching the length of their initial contract. The probationary period can be extended if warranted on the recommendation of their supervisor(s) and the approval of the President. If an employee persists in poor performance, a supervisor may recommend termination.

During the probationary period, employees serve at the will of the president and are subject to dismissal with or without cause at any time without prior notice. Recommendations for dismissals shall be recommended to the President for approval.

Upon promotion to a new classification, transfer, or demotion, employees may be placed in a six-month probationary period to allow the department supervisor a sufficient amount of time to measure the efficiency and productivity of the employee. Such probationary periods do not affect an employee's eligibility for accrual or use of College benefits.

Contract Renewals

The renewal of the President's contract will be considered at or before the January Board Meeting as appropriate, or as specified in the contract between Seminole State College and the President.

Tenure is considered a state of continuing employment. Tenured faculty members are protected from dismissal except for sufficient cause, for reasons of financial exigency, or change in institutional programs. Unless there is a change in institutional programming or a declaration of financial exigency by the Board of Regents of Seminole State College, contracts for tenured faculty shall be automatically renewed without written notification.

Any non-tenured faculty and professional staff members who the College does not intend to offer a contract for the coming year will receive notification by April 15th. For employees who will be rehired, salaries, benefits and other conditions of employment may be established by the President at a later time, prior to the issuance of contracts, which shall be automatically renewed without written notification. Classified employees are "at will" and serve at the pleasure of the president subject to dismissal with or without cause at any time. Classified staff shall receive notification of the conditions of their employment at the beginning of each fiscal year.

Authorization of Emeritus Status

The Seminole State College Board of Regents, at its discretion, may honor recommendations of the President granting retired faculty, administrators, or professional staff members emeritus status after retirement. In evaluating candidates for this honorary status, consideration may be given to length of service, special recognitions and activities, and similar items related to performance.

DATE OF ADOPTION: December 14, 2006 LEGAL REFERENCE:
REVISION DATE(S): October 27, 2011; October 25, 2012; March 26, 2015; January 18,
2018; August 15, 2019; January 21, 2020

RELATED ADMINISTRATIVE RULES AND REGULATIONS: _____

Linda Goeller, Ph.D.
35276 EW 1190 Rd.
Earlsboro, OK 74840
March 1, 2022

Lana Reynolds
President
Seminole State College
3701 Boren Boulevard
Seminole, OK 74868

Dear President Reynolds,

I am submitting this letter as a formal notification of my retirement from Seminole State College on July 1, 2022.

I would like to thank you for giving me the opportunity to serve at Seminole State College. I have enjoyed the experience of learning the many different facets of higher education at Seminole State College and in Oklahoma. For that, I cannot thank you enough.

I plan to work diligently through July 1st to continue work processed through the office of Academic Affairs.

I look forward to providing you with any help necessary to make this transition as smooth as possible. I wish you and Seminole State College the best future possible.

Sincerely,



Linda Goeller

Mechell Downey

From: Kristie Newby
Sent: Monday, March 21, 2022 8:36 AM
To: Mechell Downey; Cain Assistant; Curtis Morgan; Regent Bryan Cain (bcain@fnbokla.bank); Regent Kim Hyden; Regent Marci Donaho; Regent Ray McQuiston; Regent Ryan Franklin; Regent Ryan Pitts
Cc: Lana Reynolds
Subject: Resignation of my position

President Reynolds mentioned a week ago that the Board hires the Vice Presidents, so I wanted to respect the Board and its members by sending this email to you, as well as President Reynolds.

Please accept this email as notice of my resignation as Vice President for Fiscal Affairs at Seminole State College, with my last day being March 25th, 2022.

I appreciate the opportunity from the Board to serve Seminole State College and am pleased to provide an exit interview, if the Board desires, either before or after the board meeting on March 24th. I wish Seminole State College and its faculty/staff much continued success in the future.

Mrs. Kristie Newby, MBA, CFE



Request for Program Modification
Oklahoma State Regents for Higher Education

Institution submitting request: **Seminole State College**

Contact person: Dr. Linda Goeller

Title: VPAA

Phone number and email address: 405-382-9513, l.goeller@sscok.edu

Current title of degree program (Level II): Associate in Science

Current title of degree program (Level III): Associate in Science in Agriculture

State Regent's three-digit program code: 234

Degree Granting Academic Unit: STEM

With approved options in: A. [Click here to enter text.](#)

TYPE OF REQUEST: Check all appropriate types of changes and complete ***ONLY*** the appropriate page(s). ***Excluding program deletions and suspensions, for modifications to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.*** The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date next review for the program is due: 2022

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification (non-substantive)
- (9) Program Reinstatement
- (10) This modification affects a Cooperative Agreement Program

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____ **Date:** [Click here to enter a date.](#)

Date of Governing Board Approval: [Click here to enter a date.](#)

**(7) Program
Requirement Change**

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: **Seminole State College**

Program name and State Regents' three-digit program code to be modified:
Agriculture Degree Program Code 234

(7) PROGRAM REQUIREMENT CHANGES

NOTE: Information not included on the requested action may cause a delay in processing.

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from ___ to ____.
Explain: [Click here to enter text.](#)

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

We will remove AGRI 2113 Agricultural Communications as a Major Field Requirement and replace with AGRI 1303 Introduction to Wildlife and Natural Resource Management (previously a major field elective). We will also add MATH 1513 to the General Education Requirements to be listed along with MATH 1503 and Math 1523.

Number of new courses being added to course catalog/inventory: 0
List new courses being added to course catalog/inventory: 0
Number of courses being deleted from course catalog/inventory: 0
List courses being deleted from course catalog/inventory: 0

Reason for requested action (attach no more than one page if space provided is inadequate):
Transferability has been a concern with AGRI 2113 and will not be with AGRI 1303. MATH 1513 is a prerequisite course for those students needing to take PHYS 2114 General Physics and possibly other science courses when they transfer.

Will requested change require additional funds from the State Regents? No Yes

If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

[Click here to enter text.](#)

Will requested change impact an embedded certificate? No Yes

If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. [Click here to enter text.](#)

Will requested change affect a Cooperative Agreement? No Yes

If yes, a Cooperative Agreement Program Modification Form must be completed and submitted.

For undergraduate degree programs only

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.

[Click here to enter text.](#)

2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.

[Click here to enter text.](#)

3. How does this mathematics course articulate with your partner institutions?

[Click here to enter text.](#)

(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)

Agriculture Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.



Wendy Rich
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Program Objective

The objective of the Agriculture Associate in Science is to prepare students for transfer to a bachelor's degree granting institution to major in an agricultural field.

Requirements for Graduation

1. At least sixty-two designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Please Note: Consult with advisor for specific transfer requirements. General Education and Major Field requirements vary between universities.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** the associate degree will satisfy all freshman and sophomore general education requirements at the four-year university.

General Education Requirements 31

GOV 1113	American National Government 3
HIST 1483	American History to 1877 or
HIST 1493	American History since 1877..... 3
ENG 1113	Composition I 3
ENG 1213	Composition II 3
SPCH 1143	Speech..... 3
HUM	Any class designated as Humanities 6
MATH 1503	Elementary Statistics or
MATH 1523	Pre-Calc for Bus-Biol. or
MATH 1513	Pre-Calc Eng-Phys-CS..... 3
SCIENCE	<i>met by program</i>
CAP 1103	Introduction to Microsoft Office..... 3
HPER 1012	Wellness and Human Development or
	Two HPER Activity Courses 2
STSC 1002	Learning Strategies 2
ELECTIVE	<i>met by program</i>

Major Field Requirements 25

Select from the following:

ACCT 2033	Financial Accounting
ACCT 2123	Managerial Accounting
AGRI 1104	Introduction to Animal Science
AGRI 1204	Introduction to Plant and Soil Science
AGRI 1303	Introduction to Wildlife and Natural Resource Management
AGRI 2123	Agricultural Leadership
AGRI 2144	Fundamentals of Soil Science
BA 1203	Agricultural Economics
BIOL 1114	General Biology or BIOL 1224 General Botany
	or BIOL 1234 General Zoology
CHEM 1114	Introduction to Chemistry or CHEM 1315 General
	Chemistry I or CHEM 1515 General
	Chemistry II
MATH 1503	Elementary Statistics
PSY 1113	General Psychology

Major Field Electives and Support..... 6

Select from the following (or other pre-approved electives):

AGRI 1101	Live Animal Evaluation
AGRI 1204	Introduction to Plant and Soil Science
AGRI 1303	Introduction to Wildlife and Natural Resource Management
AGRI 1503	Introduction to Livestock Evaluation
AGRI 2123	Agricultural Leadership
BA 2113	Macroeconomics
BA 2213	Microeconomics
BIOL 1224	General Botany
BIOL 1234	General Zoology
BIOL 2224	Microbiology
CHEM 1315	General Chemistry I
CHEM 1515	General Chemistry II
ENVS 1114	Introduction to Environmental Science
MATH 2213	Calculus for Business and Biology
PHYS 1214	Earth Science
PHYS 2114	General Physics I

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE 62

Suggested Sequence of Major Field Courses for Agriculture Major

Request for Program Modification
Oklahoma State Regents for Higher Education

Institution submitting request: **Seminole State College**

Contact person: Dr. Linda Goeller

Title: VPAA

Phone number and email address: 405-382-9513, l.goeller@sscok.edu

Current title of degree program (Level II): Associate in Science

Current title of degree program (Level III): Associate in Science in Secondary Education

State Regent's three-digit program code: 235

Degree Granting Academic Unit: Business and Education Division

With approved options in: A. [Click here to enter text.](#)

TYPE OF REQUEST: Check all appropriate types of changes and complete ***ONLY*** the appropriate page(s). ***Excluding program deletions and suspensions, for modifications to be considered for State Regents' approval, the program must be current in the 5-year program review cycle.*** The Degree Program Review schedule can be found at <http://www.osrhe.edu/oeis/ProductivityReport/RevParams.aspx>

Date next review for the program is due: 2025

- (1) Program Deletion
- (2) Program Suspension
- (3) Change of Program Name and/or Degree Designation
- (4) Option Addition
- (5) Option Deletion
- (6) Option Name Change
- (7) Program Requirement Change
- (8) Other Degree Program Modification (non-substantive)
- (9) Program Reinstatement
- (10) This modification affects a Cooperative Agreement Program

Complete and return ONLY this cover sheet AND the appropriate page(s) specifying the requested modification!

NOTE: Information not included in the requested modification may cause a delay in processing.

Signature of President: _____ **Date:** [Click here to enter a date.](#)

Date of Governing Board Approval: [Click here to enter a date.](#)

**(7) Program
Requirement Change**

Oklahoma State Regents for Higher Education
REQUEST FOR PROGRAM MODIFICATION
(continued)

Institution submitting request: **Seminole State College**

Program name and State Regents' three-digit program code to be modified:
Associate in Science in Secondary Education 235

(7) PROGRAM REQUIREMENT CHANGES

NOTE: Information not included on the requested action may cause a delay in processing.

Select all that apply:

- Course requirement change (change in number of core courses, electives, general education, etc. Changes in course prefixes that do not effect content should be reported, but do not require approval.)
- Degree program requirement change (i.e. prerequisites, minimum GPA for admission or other admission criteria changes, graduation criteria change, etc.)
- Total credit hours for the degree will **NOT** change.
- Total credit hours for the degree **WILL** change from 62 to 63
Explain: Removal of 5 hours of Major Field Requirements at East Central University resulting in an increase from 12 to 18 hours in Major Field Requirements.

Summary of changes (attach no more than one page if space provided is inadequate, as well as the form showing the current and proposed curriculum):

We will remove EDUC 2012, 2211, 2402, eliminating the Major Field Requirements at East Central University portion and adding 5 hours to the Major Field Requirements portion.

Number of new courses being added to course catalog/inventory: 0
List new courses being added to course catalog/inventory: 0
Number of courses being deleted from course catalog/inventory: 0
List courses being deleted from course catalog/inventory: 0

Reason for requested action (attach no more than one page if space provided is inadequate):
Not all students attend East Central University upon graduation at Seminole State College. An option needed to be available for students attending other institutions. Removing the ECU option allows students to attend any institution including ECU.

Will requested change require additional funds from the State Regents? No Yes

If yes, please specify the number of the additional costs, the source of the funds, and how they will be expended (attach no more than one page if space provided is inadequate).

[Click here to enter text.](#)

Will requested change impact an embedded certificate? No Yes

If yes, please specify the certificate name and State Regents' three-digit program code. A modification to the impacted embedded certificate(s) must accompany the modification request to the main program. [Click here to enter text.](#)

Will requested change affect a Cooperative Agreement? No Yes

If yes, a Cooperative Agreement Program Modification Form must be completed and submitted.

For undergraduate degree programs only

As part of the broader work of the Mathematics Success Initiative, the Math Pathways Task Force has identified four gateway mathematics courses that are suitable general education mathematics course options. These courses, *College Algebra/Pre-Calculus*, *Introduction to Statistics, Functions and Modeling*, and *Quantitative Reasoning*, are included on the Course Equivalency Project transfer matrix and provide rigorous mathematical content that is more relevant and appropriate for specific academic majors.

Please respond to the following questions:

1. Which mathematics course is required as part of the general education requirements? If the program allows for multiple gateway mathematics course options, provide a rationale for each.
No change to Math Pathway.
2. Describe how the mathematics course was selected and how it best meets the needs of the program's students.
[Click here to enter text.](#)
3. How does this mathematics course articulate with your partner institutions?
[Click here to enter text.](#)

(For more information regarding the gateway mathematics courses, please contact Dr. Rachel Bates (405) 225-9168)

Secondary Education Associate in Science

Degree Program Mentor

For additional information regarding this degree, contact the Degree Program Mentor.



Melissa Bryant
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Program Objective

The objective of the Secondary Education Associate in Science – Physics Teacher Certification Emphasis is to prepare students for transfer to a bachelor’s degree granting institution to major in physics with a concentration in teacher certification.

Requirements for Graduation

1. Sixty-four designated semester credit hours.
2. Grade of "C" or better required in all Major Field Requirement courses.
3. Grade Point Average of 2.0 or better.
4. Fifteen semester credit hours in attendance at SSC.
5. Completion of Graduate Exit Survey.

Transfer Note: A statewide transfer agreement guarantees students transferring to an Oklahoma public four-year university **with an associate in arts or associate in science degree** will satisfy all freshman and sophomore general education requirements at the four-year university.

Admission to ECU Teacher Education:

Students who are considering teacher education as a career must have a Graduate Retention GPA of 2.5 to enroll in EDUC 2012 Foundations of Education and EDUC 2211 Field Experience I. Students must also complete an application for admission to the Teacher Education Program. The application process will be completed while enrolled in EDUC 2012. For more information on the ECU Teacher Education Program contact Phyllis Isaacs, Chair of the Education Department at (580) 559-5240.

Teacher Certification Examinations:

The Oklahoma General Education Test (OGET) is the first of a series of certification exams required by the teacher certification process in the state of Oklahoma. The OGET is typically taken during a teacher education candidate’s sophomore year. For more information on OGET and other required certification examinations visit www.ceoe.nesinc.com.

General Education Requirements

GOV 1113	American National Government	3
HIST 1483	American History to 1877 or	
HIST 1493	American History since 1877.....	3
ENG 1113	Composition I.....	3
ENG 1213	Composition II.....	3
SPCH 1143	Speech	3
HUM	Any class designated as Humanities	6
MATH	One Mathematics Course.....	3
SCIENCE	One Life Science with lab and	
	One Physical Science with lab.....	8
CAP 1103	Introduction to Microsoft Office.....	3
HPER 1012	Wellness and Human Development.....	2
STSC 1002	Learning Strategies.....	2
PSY 1113	General Psychology	3

42

Major Field Requirements

Select from the following:

ANTH 1113	General Anthropology
BA 2113	Macroeconomics
BA 2213	Microeconomics
BIOL 1114	General Biology
BIOL 1214	Principles of Biology
BIOL 1224	General Botany
BIOL 1234	General Zoology
BIOL 2114	Human Anatomy
CHEM 1315	General Chemistry I
CHEM 1515	General Chemistry II
ENG 1803	Native American Literature
ENG 2103	Fiction Writing
ENG 2113	Creative Writing
ENG 2123	Introduction to Poetry
ENG 2413	Introduction to Literature
ENG 2433	World Literature I
ENG 2543	British Literature I
ENG 2653	British Literature II
ENG 2753	American Literature I
ENG 2883	American Literature II
GEOG 1123	World Regional Geography
HIST 1483	American History to 1877
HIST 1493	American History since 1877
HIST 2223	Early Western Civilization to 1660
HIST 2233	Modern Western Civilization since 1660
MATH 1503	Elementary Statistics
MATH 1513	Pre-Calculus for Eng-Phys-CS
MATH 1613	Plane Trigonometry
MATH 2215	Calculus and Analytic Geometry I
MATH 2424	Calculus and Analytic Geometry II
MATH 2434	Calculus and Analytic Geometry III
PHYS 1214	Earth Science
PHYS 1314	Astronomy
PHYS 2114	General Physics I
PHYS 2224	General Physics II
PHYS 2211	Calculus Based Physics I
PHYS 2231	Calculus Based Physics II

12

Major Field Electives and Support

PSY 2023	Developmental Psychology
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Major Field Requirements at East Central University

EDUC 2012	Foundations of Education
EDUC 2211	Field Experience
EDUC 2402	Survey of Exceptional Children

5

MINIMUM TOTAL HOURS REQUIRED FOR ASSOCIATE DEGREE

62

2021-22 SSC EVENTS AND EMPLOYEE HOLIDAY SCHEDULE

HOLIDAYS

<i>DATE</i>		<i># OF DAYS</i>
JULY 5	INDEPENDENCE DAY OBSERVANCE	(1)
SEPT 6	LABOR DAY	(1)
OCT 14 – 15.	FALL BREAK	(2)
NOV 24-27	THANKSGIVING	(3)
DEC 20 – DEC 31	WINTER HOLIDAY BREAK	(10)
JAN 17	MARTIN L. KING, JR.	(1)
FEB 21	WASHINGTON'S BIRTHDAY	(1)
MAR 14-19	SPRING BREAK	(5)
MAY 30	MEMORIAL DAY	(1)
JUNE 20	JUNETEENTH	(1)

SPECIAL ACADEMIC EVENTS

JAN 7	FACULTY PROF. DEVELOPMENT DAY	All employees work. Professional development sessions will be scheduled.
MAR 24	SSC INTERSCHOLASTIC MEET	Classes cancelled; all employees work. Faculty not involved in the meet will be assigned a school-related activity by their Division Chair.
MAY 6	COMMENCEMENT (Friday)	This is a work day. Offices closed to the public until 1:30 p.m. faculty, Administrators and Professional staff are required to participate in commencement unless exempted by the president.

March 24, 2022