SEMINOLE STATE COLLEGE
BOARD OF REGENTS REGULAR MEETING
Thursday, October 24, 2024

Luncheon
Enoch Kelly Haney Center – Room #204
2701 Boren Blvd., Seminole, OK 74868
12:15 P.M.

Business Session
Enoch Kelly Haney Center – Board Room
2701 Boren Blvd., Seminole, OK 74868
1:00 P.M.

I. **CALL TO ORDER**

II. **ROLL CALL OF MEMBERS**

INTRODUCTION OF GUESTS

IV. **READING AND APPROVAL OF MINUTES**

- Special Meeting Minutes September 24, 2024

   Board Action: Approve/Reject/Revise

V. **COMMUNICATIONS TO THE BOARD**

Financial Report – September 30, 2024

Report on Purchases over $15,000 for September:

- Technical Laboratory Systems Inc $47,830.00
- J & J Dozer Service $24,100.00

   Board Action: Approve/Reject

VI. **HEARING OF DELEGATIONS**
None at the time of the filing of the agenda

VII. **PRESIDENT'S REPORT**
- **Personnel Update**
- **Campus Activities**
- **Regents Education Program**
- **Student Debt Report**

VIII.   BUSINESS

A. Review and consider approval of the FY23 external audit conducted by Hinkle & Company

Board Action: Approve/Reject/Table

B. Possible action to ratify Declaration of a State of Emergency as a result of heavy rains

Board Action: Approve/Reject/Table

C. Review and consider approval of bid from J & J Dozier Service, Inc. for a motor pool secured parking lot in the amount of $150,900

Board Action: Approve/Reject/Table

D. Review and consider approval of bid from Laerdal Medical Corporation for nursing lab manikins in the amount of $251,083.82

Board Action: Approve/Reject/Table

E. Consideration and possible action on new items of business, not known about or which could not have been reasonably foreseen prior to the time of the posting of the Agenda

Board Action: As Appropriate

IX.   **CONSENT AGENDA**

Approval of the following items:

- Program Review – Associate in Science in Enterprise Development – Business Admin.
- Program Review – Associate in Science in Enterprise Development – General Studies
- Program Review – Associate in Science in Business
- Program Review – Physical Therapy Assistant Program
- Program Review – Associate in Arts in Social Science

Board Action: Approve/Reject/Table

X.   **ADJOURNMENT**

The Seminole State College Board of Regents may discuss, vote to approve, vote to deny, vote to table, change the sequence of any agenda item, or decide not to take up or vote on any item on this Agenda.

If you need disability-related accommodation or wheelchair access information, please contact: Office of ADA compliance at 405-382-9216. Requests should be made by October 23, 2024

Minutes

SEMINOLE STATE COLLEGE
BOARD OF REGENTS SPECIAL MEETING
September 24, 2024

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 Cain and Regent Franklin were absent. Regents present were Donaho, Burnett, Pitts, Ready and Morgan.

III.   Introduction of Guests

President Reynolds introduced administrators and staff present at the meeting.

IV.   Minutes

There being no additions or corrections to the minutes of the regular meeting held July 18, 2024; Regent Pitts made a motion to approve the minutes as written and Regent Ready seconded the motion. Roll call was as follows: Donaho, yes; Burnett, yes; Pitts, yes; Ready, yes and Morgan, yes.

V.   Communications to the Board

Financial Report – Ms. Melanie Rinehart, Vice President for Finance, Grants and Enrollment presented a review of the College's revenue and expenses through August 31, 2024. Regent Donaho made a motion to approve the Financial Report as presented and Regent Burnett seconded the motion. Roll call was as follows: Donaho, yes; Burnett, yes; Pitts, yes; Ready, yes and Morgan, yes.

   Report on Purchases over $15,000 for July - None

   Report on Purchases over $15,000 for August:
   - Labster Inc. $19,320.50
   - Village Tours LLC $20,355.00
   - Circle P Painting $19,540.00
   - Crawford & Associates, PC $23,662.91

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)

Personnel Update – President Reynolds informed the Board that Austin Bogle has been hired for the Interim Head Men's Basketball Coach position. Alicia Ryan has been named the Financial Aid Specialist and Talina Lee has been named the Business & Industry Training Coordinator. A letter of resignation has been received from Lucas Hunter, Head Men's Basketball Coach.

Campus Activities – President Reynolds gave the Board members information about the following campus activities:
- SSC Student-Athletes earned NJCAA Academic Honors: 58 Student-Athletes named Academic All-Americans and 6 Teams Recognized for Having a 3.0 GPA or above
- Three SSC GEAR UP Students were selected to attend the 2024 Youth Leadership Summit in July 2024
- SSC Extended textbook waivers to members of the National Guard
- In-Service 2024 was held on August 14-16
- SSC Family Bowling Night was held at Firelake Bowl in Shawnee
- PLC Student Orientation was held on August 16th
- An all-student orientation was held on August 17th
- Campus move-in day was held on August 16th
- Welcome Week was held August 19th – 23rd with various fun activities for students, faculty, and staff
- Darren Frederick with State Farm donated several printers to Seminole State College
- SSC was notified that we will receive a $6.5 million Federal GEAR UP Grant
- The PLC Parents' Reception was held at the Jasmine Moran Children's Museum
- Congresswoman Bice visited campus. She visited with students and toured the Sports Complex
- PLC Freshmen completed teambuilding exercises at the UCO Boathouse at Lake Arcadia
- The SSC Educational Foundation Golf Tournament was held on September 13th
- Constitution Day was celebrated by holding a Constitution Jeopardy competition
- A mobile petting zoo visited campus
- PLC students visited the Capitol and were allowed to tour the Capitol Dome
- An A.I. in Preserving and Revitalizing Native Language will be held September 26th
- A Tribal Fest will be held on October 9th
- The annual Regents Education Program will be held on October 9th

Enrollment Report – President Reynolds gave the Regents and update on enrollment. Headcount is up 1.705% and Credit Hours are up 1.262%.

Federal Aid Increase – President Reyolds informed the Regents that there has been an increase in federal aid in regard to SSC students completing their FASFA.

Higher Learning Commission – President Reynolds informed the Board that we have received notice that SSC has successfully completed its Open Pathway Assurance Review with no recommended monitoring.

Early College Program Approval – President Reynolds told the Board that the Early College Program agreements have been approved by the Oklahoma State Regents for Higher Education.

Oklahoma Board of Nursing Site Visit – President Reynolds told the Board that the Oklahoma Board of Nursing conducted a site visit on September 6th. The visit was very successful.

NASNTI Supplemental Grant – President Reynolds informed the Board that the College received notification today that the NASNTI grant program will receive supplemental funding in the amount of approximately $160,000.

Annual Report – President Reynolds presented the 2023-2024 Annual Report to the Regents.

VIII. Business

Consideration of Approval of Dave Haynie, LLC for a Motor Pool Parking Lot – President Reynolds presented the Board with bid information from Dave Haynie, LLC for a motor pool secured parking lot and a memo of support from Melanie Rinehart, Vice President for Finance, Grants and Enrollment. This bid was in the amount of $189,300. Chairman Morgan expressed concerns with the bid specs and the price of the bid. He recommended rejecting the bid and reworking the bid specs. Regent Donaho made a motion to reject the bid from Dave Haynie, LLC and Regent Ready seconded this motion. Roll call was as follows: Donaho, yes; Burnett, yes; Pitts, yes; Ready, yes and Morgan, yes.

Consideration of Approval of Dave Haynie, LLC for sidewalk and drainage repairs – President Reynolds presented the Board with bid information from Dave Haynie, LLC for sidewalk and drainage repairs and a memo of support from Melanie Rinehart, Vice President for Finance, Grants and Enrollment. This bid was in the amount of $363,975. President Reynolds recommended approval. Regent Burnett made a motion to approve the bid from Dave Haynie, LLC for the sidewalk and drainage repairs as presented and Regent Pitts seconded this motion. Roll call was as follows: Donaho, yes; Burnett, yes; Pitts, yes; Ready, yes and Morgan, yes.

Consideration of Approval of revisions to Board Policy II-4-19 regarding Leaves and Absences – President Reynolds presented the Board with information about proposed revisions to Board Policy II-4-19 regarding Leaves and Absences: All Full-Time Employees. These revisions will make annual leave available on the anniversary of their date of hire, as opposed to the beginning of the fiscal year. Additionally, upon being hired, staff will receive full personal leave (35 hours) instead of being pro-rated depending on the date of hire. President Reynolds recommended approval. Regent Donaho made a motion to approve the revisions to Board Policy II-4-19 as presented. Regent Pitts seconded the motion. Roll call was as follows: Donaho, yes; Burnett, yes; Pitts, yes; Ready, yes and Morgan, yes.

IX.   Consent Agenda

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

Approval of the following items:

➢   Program Deletion – Associate in Arts in Art

X.   Adjournment

There being no further business or discussion the meeting was adjourned at 1:49 p.m.

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Curtis Morgan, Chair

Seminole State College
Combining Statement of Net Assets
As of September 30, 2024

	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	2,381,406	2,159,475	2,182,446	2,135	(5,244)	28,896	(2,800)	-	6,746,314
Accounts Receivable, net	-	-	-	-	-	-	-	-	-
Other Accrued Income	(63,261)	-	-	-	-	-	-	-	(63,261)
Capital Assets, net	-	-	-	-	-	-	-	21,892,056	21,892,056
Total Assets	2,318,144	2,159,475	2,182,446	2,135	(5,244)	28,896	(2,800)	21,892,056	28,575,109
Accounts Payable	(650)	96,786	-	-	-	-	-	-	96,136
Other Accrued Expenses	-	-	-	2,135	-	-	-	-	2,135
Due To/From Other Funds	-	-	-	-	-	-	-	-	-
Long-Term Debt	-	-	-	-	-	-	-	11,307,687	11,307,687
Total Liabilities	(650)	96,786	-	2,135	-	-	-	11,307,687	11,405,959
Beginning Net Position	2,484,730	626,834	756,350	-	(5,244)	29,181	(2,800)	4,546,264	8,435,315
Change in Net Position	(165,936)	1,435,855	1,426,097	-	-	(285)	-	6,038,105	8,733,836
Ending Net Position	2,318,794	2,062,689	2,182,446	-	(5,244)	28,896	(2,800)	10,584,369	17,169,151

Seminole State College
Combining Statement of Revenues, Expenses and Changes in Net Assets
For the Period July 1 through September 30, 2024

	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
Revenues									
Tuition and fees, net	$ 1,458,542	$ 856,207	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,314,749
State appropriations	1,785,862	-	1,802,487	-	-	-	-	-	3,588,349
Federal grants and contracts	-	3,486,671	-	-	-	-	-	-	3,486,671
State and private grants and contracts	-	471,095	-	-	-	-	-	-	471,095
Housing & Food Service	-	623,259	-	-	-	-	-	-	623,259
Bookstore	-	699,953	-	-	-	-	-	-	699,953
Other revenues	212,231	519,487	-	-	-	-	-	-	731,718
Total operating revenues	3,456,635	6,656,673	1,802,487	-	-	-	-	-	11,915,794
Expenditures									
Compensation and benefits	2,265,174	864,820	-	-	-	-	-	-	3,129,993
Contractual services	296,580	481,271	39,591	-	-	-	-	-	817,442
Supplies and materials	185,111	2,203,206	52,644	-	-	285	-	-	2,441,246
Scholarships and fellowships	563,298	1,168,580	-	-	-	-	-	-	1,731,878
Communications	23,236	7,412	-	-	-	-	-	-	30,648
Depreciation	-	-	-	-	-	-	-	-	-
Utilities	113,513	36,896	-	-	-	-	-	-	150,409
Other expenditures	175,658	458,632	284,156	-	-	-	-	(6,038,105)	(5,119,659)
Total Operating Expenses	3,622,570	5,220,818	376,390	-	-	285	-	(6,038,105)	3,181,958
Operating income (loss)	(165,936)	1,435,855	1,426,097	-	-	(285)	-	6,038,105	8,733,836
Transfers from (to)	-	-	-	-	-	-	-	-	-
Change in Net Position	(165,936)	1,435,855	1,426,097	-	-	(285)	-	6,038,105	8,733,836

Seminole State College
Combining Statement of Changes in Cash and Cash Equivalants
For the Period July 1 through September 30, 2024

	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	$ 2,888,940	$ 484,548	$ 1,799,249	$ 2,135	$ (5,244)	$ 29,181	$ (2,800)	$ -	$ 5,196,010
Change in Net Position	(165,936)	1,435,855	1,426,097	-	-	(285)	-	6,038,105	8,733,836
Changes not providing (using) cash	(341,599)	239,071	(1,042,900)	-	-	-	-	(6,038,105)	(7,183,532)
Cash and Cash Equivalents, Ending	$ 2,381,406	$ 2,159,475	$ 2,182,446	$ 2,135	$ (5,244)	$ 28,896	$ (2,800)	$ -	$ 6,746,314

Seminole State College
Education and General - Statement of Budgeted Revenues and Expenditures
For the Period July 1 through September 30, 2024

	ACTUAL		BUDGET	
	CURRENT	**YEAR-TO-DATE**	**ANNUAL**	**YEAR-TO-DATE**
REVENUE				
State Appropriations	$ 625,893	$ 1,785,862	6,045,148	$ 1,583,829
Tuition	2,261,536	857,761	2,702,742	997,312
Non-Resident Tuition Fees	360,757	120,855	650,063	239,873
Remedial Course Fee	45,137	14,978	37,832	13,960
Tuition	2,667,430	993,594	3,390,637	1,251,145
STEM Academic Excellence Fee	107,666	38,099	115,470	42,608
LAH Academic Excellence Fee	44,605	15,231	47,456	17,511
Bus & Ed Academic Excellence Fee	64,705	21,804	66,418	24,508
Health Science Academic Excellence Fee	6,990	2,345	12,457	4,597
Social Science Academic Excellence Fee	51,722	17,599	49,022	18,089
Physical Therapist Assistance Fee	2,720	1,108	3,668	1,353
Technology Service Fee	215,490	74,565	261,000	96,309
Bus And Ind Additional Fees	-	-	500	185
Nursing Fee	46,978	15,576	76,062	28,067
Laboratory Fees	59,657	20,773	70,787	26,120
Medical Lab Tech Fee	2,480	874	8,776	3,238
Electronic Academic Access Fee	80,033	27,837	76,800	28,339
Dist Education/Outreach Fee	322,026	114,112	306,377	113,053
Academic Course Fees	1,005,072	349,923	1,094,793	403,979
Late Payment Fees	151	365	5,458	2,014
Application For Admission Fees	7,592	2,925	11,225	4,142
Assessment Fee	70,982	24,762	86,063	31,757
Refund Per Legal Settlement	-	-		-
Ace Testing Fees	-	45	2,590	956
Hybrid Course Fee	-	-		-
Sr Citizens Discount	-	-		-
Enrollment Seminars	-	-		-
Clep Testing Fees	-	-	190	70
Library Automation Fee	65,666	22,725	79,643	29,388
Clearing Other Special Enrollment	-	-		-
Records Fee	47,718	16,541	57,765	21,315
Parking Fees	24,338	8,915	27,040	9,978
Student Id Fee	9,590	3,761	14,964	5,522
Accident Shield Fee	1,136	2,150	97,035	35,806
Special Testing Fees	90	149	3,350	1,236
International Student Fee	-	88	8,138	3,003
Compliance Fee	47,275	16,499	57,360	21,166
Safety Fee	46,912	16,100	49,978	18,442
Other Student Fees	321,450	115,025	500,799	184,795
Total Tuition and Fees	3,993,951	1,458,542	4,986,229	1,839,919
Other Income	2,527	212,231	500,544	184,701
Total Revenue	4,622,371	3,456,635	11,531,921	3,608,448
EXPENDITURES				
Instruction	431,387	1,303,730	5,672,273	1,435,085
Research	-	-	-	-
Public Service	-	-	-	-
Academic Support	90,894	212,031	639,771	161,862
Student Services	144,272	464,004	2,049,133	518,431
Institutional Support	171,721	513,671	2,023,331	511,903
Physical Plant	177,761	577,972	2,221,864	562,132
Scholarships and Tuition Waivers	-	551,163	950,000	950,000
Total Expenditures	1,016,035	3,622,570	13,556,372	4,139,412
Total Revenue Over (Under) Expenditures	$ 3,606,336	(165,936)	$ (2,024,451)	$ (530,964)

Seminole State College
Auxiliary Summary Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

	CURRENT MONTH	YEAR TO DATE	BUDGET ANNUAL	BUDGET YEAR-TO-DATE
REVENUES				
Contractual Food Service	$ 271,033	$ 297,842	$ 815,542	$ 221,827
Bookstore	402,283	703,435	1,346,480	626,113
Institutional Support	513,858	572,657	622,685	21,358,096
Seminole/Roesler Residential Centers	419,988	625,570	1,073,670	332,838
Student Activities	292,080	315,836	353,477	126,191
Total Revenues	1,899,242	2,515,341	4,211,854	22,665,065
EXPENDITURES				
Contractual Food Service	140,301	162,232	815,542	232,429
Bookstore	80,033	218,185	951,358	323,016
Institutional Support	1,000,353	515,091	1,109,000	419,202
Seminole/Roesler Residential Centers	66,470	254,905	#VALUE!	#VALUE!
Student Activities	1,018	3,155	#VALUE!	#VALUE!
Total Expenditures	1,288,175	1,153,568	#VALUE!	#VALUE!
Revenue Over (Under) Expenditures	$ 611,067	$ 1,361,773	#VALUE!	#VALUE!

Seminole State College
Food Service - Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

| | ACTUAL | | BUDGET | |
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Meals revenue	$ 271,033	$ 297,842	$ 800,000	$ 217,600
Other revenue	-	-	15,542	4,227
Total revenue	271,033	297,842	815,542	221,827
Supplies	2,190	2,190	4,826	1,375
Miscellaneous Expenditures	-	-	-	-
Contractual Service	137,555	157,713	800,000	228,000
Professional Services	556	2,328	10,716	3,054
Total expenditures	140,301	162,232	815,542	232,429
Net profit (loss)	$ 130,732	$ 135,611	$ -	$ (10,602)

Seminole State College
Bookstore Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

	ACTUAL		BUDGET	
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Sales revenue	$ 402,171	$ 699,953	$ 1,313,375	$ 610,719
Other revenue	112	3,482	33,105.00	$ 15,394
Total revenue	402,283	703,435	1,346,480	626,113
Purchase For Resale	63,668	172,743	781,500	276,651
Professional Salaries, F.T.	3,657	10,972	42,245	10,561
Classified Salaries, F.T.	5,000	15,000	38,049	9,512
Classified Salaries, P.T.	-	-	1,295	324
Student Wages	-	-	5,000	1,250
Fringe Benefits	4,802	14,406	45,769	11,442
Compensation expendiures	13,459	40,378	132,358	33,090
Travel	299	299	2,000	708
Supplies	258	804	7,000	2,478
Miscellaneous Expenditures	-	-	1,000	354
Contractual Service	2,259	3,573	24,800	8,779
Sponsorships	388	388	1,500	531
Postage	-	-	1,200	425
Other expenditures	2,905	5,064	37,500	13,275
Total expenditures	80,033	218,185	951,358	323,016
Net profit (loss)	$ 322,250	$ 485,250	$ 395,122	$ 303,098

Seminole State College
Institutional Support- Statement of Budgeted Revenues and Expenditures
For the Period July 1 through September 30, 2024

| | ACTUAL | | BUDGET | |
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
REVENUE				
Student Service Fee	$ 238,040	$ 257,809	$ 288,042	9,879,841
Infrastructure Fee	259,223	282,561	313,283	10,745,607
Student Fees	497,263	540,370	601,325	20,625,448
Other Income-Overpayment	15,875	25,595	8,368	287,022
ATM other non-revenue	-	4,248	20	686
Refunds / Reimbursements	-	12	1,484	50,901
Interest Income	-	-	-	-
Seminar fees	-	-	1,243	42,635
Vending maching commissions	95	207	-	-
Photocopy revenue	-	-	-	-
Repair and replacemnet, damaged property	-	-	-	-
Haney Center	625	2,225	10,245	351,404
Other income	16,595	32,287	21,360	732,648
Total Revenue	513,858	572,657	622,685	21,358,096
EXPENDITURES				
Professional Services	-	26,834	150,000	56,700
Personnel expenditures	-	55,243	150,000	56,700
Travel	-	-	3,000	1,134
Supplies	800	2,458	7,000	2,646
Miscellaneous Expenditures	12,194	13,624	49,000	18,522
Contractual Service	435	1,351	-	-
Housing and book scholarships	986,924	441,948	900,000	340,200
Haney Center	-	-	-	-
Total Expenditures	1,000,353	515,091	1,109,000	419,202
Total Revenue Over (Under) Expenditures	$ (486,495)	$ 57,567	$ (486,315)	20,938,894

Seminole State College
Housing - Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

| | ACTUAL | | BUDGET | |
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
Rental revenue - Dorms	$ 419,770	622,202	$ 1,055,388	327,170
Other revenue	218	3,368	18,282	5,667
Total revenue	419,988	625,570	1,073,670	332,838
Professional Salaries, F.T.	3,657.33	10,972	41,598	10,400
Professional Services	866.79	2,167	41,598	13,519.35
Professional Services	-	1,505	6,000	1,950.00
Fringe Benefits	2,246.43	6,706	32,135	8,033.75
Personnel expenditures	6,771	21,350	#VALUE!	#VALUE!
Travel	-	-	1,500	488
Supplies	1,703	8,269	36,320	11,804
Miscellaneous Expenditures	616	616	500	163
Lease Payments	45,452	181,807	500,000	162,500
Contractual Service	1,115	7,437	8,700	2,828
Utilities	10,814	35,426	131,000	42,575
Other expenditures	59,700	233,555	#VALUE!	#VALUE!
Total expenditures	66,470	254,905	#VALUE!	#VALUE!
Net profit (loss)	$ 353,517	370,665	#VALUE!	#VALUE!

Seminole State College
Student Activities - Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

	ACTUAL		BUDGET	
	CURRENT	**YEAR-TO-DATE**	**ANNUAL**	**YEAR-TO-DATE**
Student activity fee	$ 262,525	$ 283,736	$ 317,770	$ 113,444
Cultural & recreation fee	29,555	32,101	35,707	12,747
Total Revenue	292,080	315,836	353,477	126,191
Athletic Administration	-	-	#VALUE!	#VALUE!
National Tournaments	-	1,068	50,000	18,900
Golf-Women	-	-	800	302
Golf-Men	-	-	800	302
Womens Soccer	-	-	17,619	6,660
Men's Basketball	-	-	9,000	3,402
Women's Basketball	-	623	3,295	1,246
Volleyball	-	-	3,600	1,361
Baseball	-	-	18,560	7,016
Softball	-	-	19,441	7,349
Student Government	250	250	6,500	2,457
Livestock Judging Team	-	-	-	-
PLC	768	1,214	12,000	4,536
SSC Aggie (AFAC)	-	-	-	-
Phi Theta Kappa (AFAC)	-	-	-	-
NASA (AFAC)	-	-	-	-
Student Nurse Association(AFAC)	-	-	-	-
Total Expenditures	1,018	3,155	#VALUE!	#VALUE!
Revenue Over (Under) Expenditures	$ 291,062	$ 312,681	#VALUE!	#VALUE!

Seminole State College
Restricted Funds - Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

	Revenue	Expenditures	Net
PELL	$ 1,538,691	$ 1,557,974	$ (19,283)
SEOG	42,000	42,000	-
Direct Loans	444,132	433,665	10,467
College Work Study	9,886	9,886	-
SSC Foundation	-	13,428	(13,428)
Private Scholarships	151,374	203,772	(52,399)
Private Loans	107,272	-	107,272
Cherokee Student Grants	13,750	13,750	-
Sac & Fox Student Grants	7,600	7,600	-
Shawnee Tribe Student Grants	6,714	6,714	-
Choctaw Tribe Student Grants	12,289	12,935	(645)
Citizen Pottawatomie Stud Grnt	13,123	16,173	(3,050)
Chickasaw Tribe Stdt Grants	47,738	45,438	2,300
OHLAP	159,109	192,707	(33,598)
Misc Indial Tribal Grants	15,581	15,581	-
Oklahoma Tuition Aid Grant	125,000	125,000	-
Subtotal Financial Aid	2,694,260	2,696,623	(2,364)
Ub Math/Science #2	162,191	145,613	16,578
Ub Math/Science #1	164,318	155,255	9,063
Upward Bound #2	144,572	135,288	9,284
Upward Bound #1	211,173	197,191	13,982
Talent Search West	70,884	71,768	(884)
Talent Search Central	96,525	98,475	(1,950)
Dream Catcher Gear Up	187,150	115,333	71,817
STEM Student Support	65,848	65,494	354
Student Support Serices	78,293	77,764	528
NASNTI Grant	176,737	76,631	100,106
Scholars for Excellence	13,551	18,953	(5,402)
NASNTI Grant Supplemental	-	25,672	(25,672)
CONGRESSIONAL FUNDS - NURSING	-	115,866	(115,866)
GEER FUNDING - OSRHE	-	5,000	(5,000)
TANF	41,695	27,315	14,379
TANF - Ada	-	17,354	(17,354)
Subtotal Federal Grants	1,412,935	1,348,973	63,962
Care Bears	74	-	74
Nursing Student'S	94	980	(886)
Upward Bound #2 Fund Raiser	768	-	768
Upward Bound M/S Fund Raiser	180	-	180
Ub Ms #2 Fund Raiser	2,020	-	2,020
Upward Bound #1 Fundraiser	90	600	(510)
Subtoal Other Restricted	3,226	1,580	1,646
Total	$ 4,110,421	$ 4,047,177	$ 63,245

Seminole State College
Campus Organizations - Statement of Revenue and Expenditures
For the Period July 1 through September 30, 2024

	Revenue	Expenditures	Net
VA REPORT FEE	-	1,304	(1,304)
FACULTY SENATE	1,136	-	1,136
UB #1 SUMMER FOOD PROGRAM	5,854	-	5,854
PHI THETA KAPPA	228	-	228
UBMS SUMMER FOOD PROGRAM	3,753	-	3,753
UB M/S #2 SUMMER FOOD PROGRAM	4,804	5,000	(196)
UB2 SUMMER FOOD PROGRAM	4,065	-	4,065
MLT BOC FEE	-	225	(225)
RESIDENTIAL DEPOSITS	(6,400)	-	(6,400)
PROFESSIONAL STAFF COUNCIL	525	1,000	(475)
CLASSIFIED STAFF ASSOCIATION	75	25	50
OTHER ORGANIZATIONS AND ACTIVITIES	16,871	12,519	4,352
	$ 30,910	$ 20,073	$ 10,837

October 1, 2024

President Lana K. Reynolds
Seminole State College
2701 Boren Boulevard
Seminole, Oklahoma 74868-1901
l.reynolds@sscok.edu

Re: Seminole State College Education Navigator

Dear President Reynolds:

At their September 5, 2024 meeting, the State Regents approved the Temporary Assistance to Needy Families (TANF) Education Navigator budget amounts for October 1, 2024 through June 30, 2025 pursuant to the contract between Oklahoma Human Services (DHS) and the Oklahoma State Regents for Higher Education. Based on the new TANF Modernization Design, $308,894 was approved for the TANF Education Navigator at Seminole State College (SSC).

The source of funding is federal pass-through dollars provided by DHS pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PL 104-193), CFDA #93.558. As such, SSC is responsible for meeting the audit requirements of Office of Management and Budget Circular A-133, and the "Audits of States, Local Governments, and Non-Profit Organizations".

Thank you for your continued support of the TANF program. If you have any questions concerning this action, please contact Gina McPherson, Director of Special Programs, at (405) 225-9396 or gmcpherson@osrhe.edu.

Sincerely,

Allison D. Garrett
Chancellor

ADG/gm

cc: Ms. Gina McPherson, Director of Special Programs, gmcpherson@osrhe.edu
        Ms. Rhonda Archer, Programs Administrator of TANF Work, rhonda.archer@okdhs.org
        Ms. Jerry Fry, Education Navigator, jfry@sscok.edu

TO:	LANA REYNOLDS, PRESIDENT
FROM:	MELANIE RINEHART, VPFGE
	DR. BILL KNOWLES, VPASA
SUBJECT:	RFP #202508-03 SSC MOTORPOOL SECURED PARKING LOT
DATE:	10/16/2024

There were 2 bids received associated with RPF #202508-03. Based on the needs of the college and after our consultation with Director of Maintenance, Clint Robertson, we recommend that Seminole State College select the following bids:

> J & J Dozer Service, Inc for SSC Motor Pool Secured Parking Lot REVISED bid for the amount of $150,900, which includes the three alternate items.

You will find the full bid packages attached. A chart noting all bids and the reasons for the decision are documented below.

Sincerely,

Melanie Rinehart

Melanie Rinehart
Vice President of Finance, Grants and Enrollment

The following chart presents the bid companies and the amounts of their bid:

	J&J Dozier Service, Inc.	CP3 Enterprises, Inc.
Base Bid	$ 137,300.00	$ 175,500.00
Alternate Items		
6" rock base	$ 9,800.00	$ 8,400.00
Add geo grid to rock base	No bid	$ 1,350.00
Keypad for automated gate	$ 1,500.00	No bid
Security Camera	$ 2,300.00	$ 1,200.00
Heavy Duty fence	No bid	$ 1,500.00
Add fiber to concrete	Included in base bid	$ 1,200.00
CKD Treatment	No bid	$ 7,850.00
Total bid with all alternate items	$ 150,900.00	$ 197,000.00

J&J Dozier Service, Inc was the lowest bid and included all of the needed components.

INTEROFFICE MEMORANDUM

TO:	LANA REYNOLDS, PRESIDENT
FROM:	MELANIE RINEHART, VPFGE DR. BILL KNOWLES, VPASA
SUBJECT:	RFP #202509-01 SSC NURSING SIMULATOR MANIKIN AND EQUIPMENT
DATE:	10/16/2024

There were 2 bids received associated with RPF #202509-01. Based on the needs of the college and after our consultation with the Director of Nursing, Dr. Misty Gray, we recommend that Seminole State College select the following bids:

> Laerdal Medical Corporation for SSC Nursing Simulator Manikin and Equipment for the amount of $251,083.82.

You will find the full bid packages attached. A chart noting all bids and the reasons for the decision are documented below.

Sincerely,

Melanie Rinehart

Melanie Rinehart
Vice President of Finance, Grants and Enrollment

The following chart presents the bid companies and the amounts of their bid:

	Laerdal Medical Corporation	Pocket Nurse Enterprises, Inc
Base Bid	$ 251,083.82	$ 162,535.26

While the Laerdal bid was not the lowest, the Pocket Nurse bid did not include all the components asked for in the RFP. The major components missing in the Pocket Nurse bid are the laptops and "all-in-one" panels needed to run the equipment (estimated at a value of $84,590), as well as a SimNewB (baby) simulator ($39,048.42).

Program Review Report
3.7 Academic Program Review

A thorough internal or external program review addressing all criteria in policy should be possible within a comprehensive report of ten or fewer pages. This template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents.

Institution Name: Seminole State College

Program Name and State Regents Code: Enterprise Development AS– Business Administration (676)

List Program Options: Click here to enter text
Click here to enter text
Click here to enter text
Click here to enter text

List Embedded Certificates included in this review: Click here to enter text
Click here to enter text
Click here to enter text
Click here to enter text

Previous Review

Date (Year) of Last Review 2019

1. Summarize key findings from previous internal and/or external reviews of this program.

   It appears that this program was reviewed for the first time in 2019. This degree was created for the Reach Higher program. Reach Higher is designed to support the State Regents' goal of increased degree completion, support annual goals of Complete College America, and help students complete degrees to contribute to a more educated workforce. This degree is designed to assist students who have taken classes in the past and now want to return to college and complete the degree they previously started.

2. What developments and actions have taken place since the last review?

   A degree mentor has been assigned to the program since the last review. The major field requirements for the degree have been re-evaluated and adjusted to bring the degree in line with our Associate in Science in Business degree. This allowed us to offer the required courses more frequently to aid students in degree completion opportunities. Also, our online course offerings have been expanded to include all the courses required to earn an Associates in Science in Enterprise Development – Business Administration degree.

Current Review

Date (Year) of Current Review 2024

Review Criteria *(Institutions should address each criterion of OSRHE policy 3.7.5 as directed below).*

A. **Vitality of the Program:**

    A.1.   Program Objectives and Goals:

Outcome 1: demonstrate successful articulation of Seminole state College transfer degree programs to state baccalaureate institutions of higher learning in Oklahoma.

Measurable Indicators
   a. Signed 2+2 articulation agreements between SSC and state baccalaureate institutions of higher learning in Oklahoma, especially those institution which are primary recipients of SSC transfer degree program graduates.
   b. Inclusion of required degree program courses on the Oklahoma State Regents for Higher Education annual Course Equivalency Matrix.

Outcome 2: Demonstrate successful academic achievement by Seminole State College transfer degree students at primary receiving state baccalaureate institutions of higher learning in Oklahoma. Successful academic achievement is defined as the maintenance of satisfactory academic progress toward degree completion as determined by the receiving institution.

Measurable Indicators
   a. Transfer data on SSC transfer degree program graduates from primary receiving state baccalaureate institutions of higher learning in Oklahoma.
   b. Graduate Opinion Survey data self-reporting demonstration of successful academic achievement at primary receiving state baccalaureate institution of higher learning in Oklahoma as available.
   c. Retention reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.
   d. Graduation reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.

Outcomes Specific to Associate in Science in Enterprise Development – Business Administration (676)

Outcome 3: Demonstrate problem-solving skills related to the world of business.

Measurable Indicators
Assessment data demonstrating students' ability to:
   a. Analyze a problem or case
   b. Identity steps necessary for problem solving,
   c. Apply the steps identified for solution,
   d. Validate the results,
   e. Report the results in an understandable and timely manner

Outcome 4: demonstrate preparation for continued pursuit of courses leading to a baccalaureate degree in business.

Measurable Indicators
Assessment data demonstrating students' ability to:
   a. Interpret and manipulate data,
   b. Use appropriate technology to assist with problem-solving,
   c. Apply critical thinking to real-world scenarios.

The goals of the Reach Higher program are to increase the number of Oklahoman's who obtain an associate degree, to facilitate life-long learning goals of adult learners, to enable people with at least 18 hours of college credit to finish as associate degree in an accelerated format, to offer flexible and intensive course schedules to meet the needs of working adults, to offer a curriculum designed with the input of Oklahoma business leaders to ensure that students are prepared to succeed in the workplace and

2

to contribute to the economic development goals of the state of Oklahoma through providing a relevant degree option for working adults to earn an associate degree.

A.2. Quality Indicators (including Higher Learning Commission criteria and requirements):

The Seminole State College Associate in Science in Enterprise Development – Business Administration degree program (676) fulfills the Higher Learning Commission Criterions 3 & 4 by providing evidence of student learning, faculty engagement encouraging quality teaching practices, and effective assessment of the student learning process. Faculty teaching in the Business and Education division work to utilize assessment methods and tools consistently and review and revise these tools as necessary to provide accurate student learning assessment results. Typically, our faculty use pre/post tests to evaluate and report on student learning assessments. These pre/post tests are reviewed and updated, as necessary. The results of these course embedded assessments are reported at the end of the fall semester each year and any courses that are not evaluated in the fall are then evaluated at the end of the spring semester. The table below outlines the results of the course embedded assessments for the Associate in Science in Enterprise Development – Business Administration degree. The minimum threshold for the post test grade was set at 60% by the SSC Assessment of Student Learning Committee. The post test scores for this degree all exceed the minimum requirement of 60%.

Table 1 – Combined Course Embedded Assessment Results for FY 2023-2024 for Enterprise Development			
Outcomes	Pre-Test % Correct	Post Test % Correct	Percentage Increase
General Education Outcome 1	37%	81%	44%
General Education Outcome 2	37%	80%	43%
General Education Outcome 3	37%	81%	44%
General Education Outcome 4	40%	91%	51%
Program Outcome 3	38%	81%	43%
Program Outcome 4	40%	87%	47%

A.3. Minimum Productivity Indicators:

Time Frame (e.g.: 5-year span)	Enrollment	Graduates
FY2019-2020	0	0
FY2020-2021	1	0
FY2021-2022	0	0
FY2022-2023	0	0
FY2023-2024	0	0

A.4. Other Quantitative Measures:

a.4.a. Number and enrollment of courses taught exclusively for the major for each of the last five years:
List or attach list of courses

None

a.4.b. Student credit hours by course level (i.e. 1000, 2000) generated in all major courses in the degree program for five years:

Click here to enter text

	COURSE TITLE	hours attempted	hours earned
BA 2113	Macroeconomics	1074	993
BA 2213	Microeconomics	1089	1029
ACCT 2033	Financial Accounting	1050	876
ACCT 2123	Managerial Accounting	795	756
BA 2253	Business Statistics	861	735
BA 2513	Marketing	48	45

a.4.c. Direct instructional costs for the program during the review period:

No direct data were available that could be used to determine the exact amount of the instructional cost for any of the business degree programs. The annual SSC budget report provided the total expenditures for the Business and Education division as shown in the table below. The annual Business and Education division budget contains the instructional costs for five of the degree programs managed by the division.

Academic Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Instructional Cost	$737,765	$696,191	$696,191	$633,373	$577,461

a.4.d. The number of credits and credit hours generated in the program that support the general education component and other degree programs including certificates:

Click here to enter text

	COURSE TITLE	hours attempted	hours earned
BA 2113	Macroeconomics	1074	993
BA 2213	Microeconomics	1089	1029
ACCT 2033	Financial Accounting	1050	876
ACCT 2123	Managerial Accounting	795	756
BA 2253	Business Statistics	861	735
BA 2513	Marketing	48	45

a.4.e. If available, information about employment or advanced studies of graduates of the program over the past five years:

No data collected to my knowledge.

4

a.4.f. If available, information about the success of students from this program who transferred to other institutions:

Seminole State currently does not have a mechanism to track transfer students by degree, but the table below describes the transfer data from all graduates to the following four institutions of higher education.

Four Year Institution	Number of Former SSC Students Enrolled	Credit Hours Completed	Credit Hours Attempted	Course Completion Rate	Aggregated GPA of Former SSC Students	Aggregated Student Body GPA	Difference	Bachelor's Degrees Awarded
Table XX. 2023-2024 Transfer Reports from Four-Year Institutions								
East Central University	372	7414	7769	95.43%	3.2	3.08	0.12	95
Oklahoma State University	246	*	*	*	3.17	3.24	-0.07	43
University of Oklahoma	152	3,349	3,488	96.01%	3.29	**	**	29
University of Central Oklahoma	235	3374	3780	89.26%	3.04	3.03	0.01	51
Totals	1005	14137	15037	94.0%				218

*Data from OSU not reported in the correct format.

**Data from OU did not provide aggregated student body data, but Summer difference +0.41, Fall difference -0.03, and Spring difference -0.06.

Recommendation(s)

A.   **Recommendation for the Program (3.7.7.A.4):**

☐   Maintain the program at the current level.

☒   Continue the program with modifications as noted below and detailed in the comment section below.

    ☒   Expand the program

    ☐   Reduce program in size or scope

    ☐   Merge or consolidate program

    ☐   Reorganize program/curricular modifications*

☐   Suspend program to allow an opportunity to consider recommendations detailed in the section below*

☐   Delete program*

*Requires a Request for Degree Program Modification and governing board approval.

B.   **Specific comments regarding recommendations:**
(Provide detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements. Recommendations to suspend or modify the program should include measurable goals and a timeline for monitoring the program in one-, two-, three-, or four-year increments)

Recommendations	Implementation Plan	Target Date
Increase enrollment in the degree program by 5% each year.	Work with the Online Degree Office to enhance advertisement and recruitment efforts.	Click to enter a dateOn going
Increase the number of degree graduates by 2% each year.	Work closely with the Online Degree Office to ensure that required courses are offered online.	Click to enter a dateOn going
Click here to enter text	Click here to enter text	Click to enter a date

Add additional rows as necessary

Department/
Program Head ___*Tammy Kastelic*___ Date: October 15, 2024 Click here to
enter a date
    (Signature)

Dean _____ Date: 10-15-2024 Click here to enter a date
    (Signature)

Chief
Academic
Officer _____ Date: 10/16/2024 Click here to enter a date
    (Signature)

President _____ Date: Click here to enter a date

6

Program Review Report
3.7 Academic Program Review

A thorough internal or external program review addressing all criteria in policy should be possible within a comprehensive report of ten or fewer pages. This template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents.

Institution Name: Seminole State College

Program Name and State Regents Code: Enterprise Development AA– General Studies (675)

List Program Options: Click here to enter text
                              Click here to enter text
                              Click here to enter text
                              Click here to enter text

List Embedded Certificates included in this review: Click here to enter text
                                                            Click here to enter text
                                                            Click here to enter text
                                                            Click here to enter text

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Previous Review

Date (Year) of Last Review 2019

1. Summarize key findings from previous internal and/or external reviews of this program.

   It appears that this program was reviewed for the first time in 2019. This degree was created for the Reach Higher program. Reach Higher is designed to support the State Regents' goal of increased degree completion, support annual goals of Complete College America, and help students complete degrees to contribute to a more educated workforce. This degree is designed to assist students who have taken classes in the past and now want to return to college and complete the degree they previously started.

2. What developments and actions have taken place since the last review?

   A degree mentor has been assigned to the program since the last review. Students will complete the same general education requirements as other Associate degree programs but are allowed flexibility in selecting the courses that make up the remaining credit hours. This is designed specifically for students that have begun their degree seeking process but were unable to complete the degree the first time. We want students to be able to use all past credit hours they earned if possible. Also, our online course offerings have been expanded to include all the courses required to earn an Associates in Arts in Enterprise Development – General degree.

Current Review

Date (Year) of Current Review 2024

Review Criteria *(Institutions should address each criterion of OSRHE policy 3.7.5 as directed below).*

A. Vitality of the Program:

A.1. Program Objectives and Goals:

Outcome 1: Demonstrate successful articulation of Seminole State College transfer degree programs to state baccalaureate institutions which are primary recipients of SSC transfer degree program graduates.

Measurable Indicators
   a. Signed 2+2 articulation agreements between SSC and state baccalaureate institutions of higher learning in Oklahoma, especially those institution which are primary recipients of SSC transfer degree program graduates.
   b. Inclusion of required degree program courses on the Oklahoma State Regents for Higher Education annual Course Equivalency Matrix.

Outcome 2: Demonstrate successful academic achievement by Seminole State College transfer degree students at primary receiving state baccalaureate institutions of higher learning in Oklahoma. Successful academic achievement is defined as the maintenance of satisfactory academic progress toward degree completion as determined by the receiving institution.

Measurable Indicators
   a. Transfer data on SSC transfer degree program graduates from primary receiving state baccalaureate institutions of higher learning in Oklahoma.
   b. Graduate Opinion Survey data self-reporting demonstration of successful academic achievement at primary receiving state baccalaureate institution of higher learning in Oklahoma as available.
   c. Retention reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.
   d. Graduation reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.

Outcomes Specific to Associate in Art in Enterprise Development – General Studies (675)

Outcome 3: Demonstrate problem-solving skills.

Measurable Indicators
Assessment data demonstrating students' ability to:
   a. Analyze a problem or case
   b. Identify steps necessary for problem solving,
   c. Apply the steps identified for solution,
   d. Validate the results,
   e. Report the results in an understandable and timely manner.

Outcome 4: demonstrate preparation for continued pursuit of courses leading to a baccalaureate degree.

Measurable Indicators
Assessment data demonstrating students' ability to:
   a. Interpret and manipulate data,
   b. Use appropriate technology to assist with problem-solving,
   c. Apply critical thinking to real-world scenarios.

2

The goals of the Reach Higher program are to increase the number of Oklahoman's who obtain an associate degree, to facilitate life-long learning goals of adult learners, to enable people with at least 18 hours of college credit to finish as associate degree in an accelerated format, to offer flexible and intensive course schedules to meet the needs of working adults, to offer a curriculum designed with the input of Oklahoma business leaders to ensure that students are prepared to succeed in the workplace and to contribute to the economic development goals of the state of Oklahoma through providing a relevant degree option for working adults to earn an associate degree .

Click here to enter textQuality Indicators (including Higher Learning Commission criteria and requirements):

The Seminole State College Associate in Arts in Enterprise Development – General Studies degree program (675) fulfills the Higher Learning Commission Criterions 3 & 4 by providing evidence of student learning, faculty engagement encouraging quality teaching practices, and effective assessment of the student learning process. Faculty teaching in the Business and Education division work to utilize assessment methods and tools consistently and review and revise these tools as necessary to provide accurate student learning assessment results. Typically, our faculty use pre/post tests to evaluate and report on student learning assessments. These pre/post tests are reviewed and updated, as necessary. The results of these course embedded assessments are reported at the end of the fall semester each year and any courses that are not evaluated in the fall are then evaluated at the end of the spring semester. The table below outlines the results of the course embedded assessments for the Associate in Arts in Enterprise Development – General Studies degree. The minimum threshold for the post test grade was set at 60% by the SSC Assessment of Student Learning Committee. The post test scores for this degree all exceed the minimum requirement of 60%.

Table 1. Combined Course Embedded Assessment Results for FY 2022-2023 for Enterprise Development Associate in Arts			
Outcomes	Pre-Test % Correct	Post Test % Correct	Percentage Increase
General Education Outcome 1	37%	80%	43%
General Education Outcome 2	37%	80%	43%
General Education Outcome 3	37%	80%	43%
Program Outcome 3	37%	80%	43%

A.2.   Minimum Productivity Indicators:

Time Frame (e.g.: 5-year span)	Enrollment	Graduates
FY2019-2020	0	0
FY2020-2021	1	1
FY2021-2022	1	1
FY2022-2023		

FY2023-2024	4	1
	6	0

A.3.   Other Quantitative Measures:

a.4.a. Number and enrollment of courses taught exclusively for the major for each of the last five years:
List or attach list of courses

There are no exclusive courses for this major.

a.4.b. Student credit hours by course level (i.e. 1000, 2000) generated in all major courses in the degree program for five years:

Attempted Hours: 124,083   Earned Hours: 105,009

a.4.c. Direct instructional costs for the program during the review period:

No direct data was available that could be used to determine the exact amount of the instructional cost for any of the business degree programs. The annual SSC budget report provided the total expenditure for the Business and Education division as shown in the table below. The annual Business and Education division budget contains the instructional costs for five of the degree programs managed by the division.

Academic Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Instructional Cost	$737,765	$696,191	$696,191	$633,373	$577,161

a.4.d. The number of credits and credit hours generated in the program that support the general education component and other degree programs including certificates:

Attempted Hours: 124,083   Earned Hours: 105,009

a.4.e. If available, information about employment or advanced studies of graduates of the program over the past five years:

No data is collected to my knowledge.

a.4.f. If available, information about the success of students from this program who transferred to other institutions:

4

Seminole State currently does not have a mechanism to track students by degree, but the table below describes the transfer data from all graduates to the following four institutions of higher education.

Table XX. 2023-2024 Transfer Reports from Four-Year Institutions								
Four Year Institution	Number of Former SSC Students Enrolled	Credit Hours Completed	Credit Hours Attempted	Course Completion Rate	Aggregated GPA of Former SSC Students	Aggregated Student Body GPA	Difference	Bachelor's Degrees Awarded
East Central University	372	7414	7769	95.43%	3.2	3.08	0.12	95
Oklahoma State University	246	*	*	*	3.17	3.24	-0.07	43
University of Oklahoma	152	3,349	3,488	96.01%	3.29	**	**	29
University of Central Oklahoma	235	3374	3780	89.26%	3.04	3.03	0.01	51
Totals	1005	14137	15037	94.0%				218

*Data from OSU not reported in the correct format.

**Data from OU did not provide aggregated student body data, but Summer difference +0.41, Fall difference -0.03, and Spring difference -0.06.

5

Recommendation(s)

A.   **Recommendation for the Program (3.7.7.A.4):**
  ☐ Maintain the program at the current level.
  ☒ Continue the program with modifications as noted below and detailed in the comment section below.
    ☒   Expand the program
    ☐   Reduce program in size or scope
    ☐   Merge or consolidate program
    ☐   Reorganize program/curricular modifications*
  ☐ Suspend program to allow an opportunity to consider recommendations detailed in the section below*
  ☐ Delete program*

Requires a Request for Degree Program Modification and governing board approval.

B.   **Specific comments regarding recommendations:**
  (Provide detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements. Recommendations to suspend or modify the program should include measurable goals and a timeline for monitoring the program in one-, two-, three-, or four-year increments)

Recommendations	Implementation Plan	Target Date
Increase enrollment in the degree program by 5% each year.	Work with the Online Degree Office to enhance advertisement and recruitment efforts.	Click to enter a dateOn going
Increase the number of degree graduates by 2% each year.	Work with the Online Degree Office to ensure that the required courses are offered.	Click to enter a dateOn going
Click here to enter text	Click here to enter text	Click to enter a date

Add additional rows as necessary

Department/
Program Head   _Tammy Kosterke_   Date: October 15, 2024   Click here to enter a date
          (Signature)

Dean   ___Jessica Isaas___   Date: Click here to enter a date   10-15-2024
          (Signature)

Chief
Academic
Officer   _____   Date: Click here to enter a date   10/16/24
          (Signature)

President   _____   Date: Click here to enter a date

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Program Review Report
3.7 Academic Program Review

A thorough internal or external program review addressing all criteria in policy should be possible within a comprehensive report of ten or fewer pages. This template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents.

Institution Name: Seminole State College

Program Name and State Regents Code: Associate in Science in Business (203)

List Program Options: Click here to enter text
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List Embedded Certificates included in this review: Click here to enter text
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Previous Review

Date (Year) of Last Review 2019

1. Summarize key findings from previous internal and/or external reviews of this program.

   Analysis of degree program productivity revealed that the degree program averaged about 147 declared majors and 39 graduates per year over the five-year period under review. In a comparison of the pre-test and post-test scores students increased knowledge by an average of 37.75% for general education outcomes and 38.5% in Business AS specific outcomes. Overall, the Associate in Science in Business degree has maintained a pattern of success as documented by continuing to rank among the top three major fields of study at SSC.

2. What developments and actions have taken place since the last review?

   The Business and Education Division has worked to continue to enhance our five major field requirement courses as well as all offered major field electives. Several major field electives involve simulation-based projects that allow students to experience working with a team in a real-life environment. Since the last review, Business has been added as an online degree option. This required our faculty to create online versions of the five major field requirement courses and several of our major field electives. Fall 2022 there were 34 Business majors and Spring 2023 there were 32.

Current Review

Date (Year) of Current Review 2024

Review Criteria *(Institutions should address each criterion of OSRHE policy 3.7.5 as directed below).*

A. Vitality of the Program:

A.1.   Program Objectives and Goals:

Outcome 1: Demonstrate successful articulation of Seminole State College transfer degree programs to state baccalaureate institutions of higher learning in Oklahoma.

Measurable Indicators

a. Signed 2+2 articulation agreements between SSC and state baccalaureate institutions of higher learning in Oklahoma, especially those institutions which are primary recipients of SSC transfer degree program graduates.
b. Inclusion of required degree program courses on the Oklahoma State Regents for Higher Education annual Course Equivalency Matrix

Outcome 2: Demonstrate successful academic achievement by Seminole State College transfer degree students at primary receiving state baccalaureate institutions of higher learning in Oklahoma. Successful academic achievement is defined as the maintenance of satisfactory academic progress toward degree completion as determined by the receiving institution.

Measurable Indicators

a. Transfer data on SSC transfer degree program graduates from primary receiving state baccalaureate institutions of higher learning in Oklahoma.
b. Graduate Opinion Survey data self-reporting demonstration of successful academic achievement at primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.
c. Retention reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.
d. Graduation reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.

Outcome 3: Demonstrate problem-solving skills related to the world of business.

Measurable Indicators

Assessment data demonstrating students' ability to:
a. Analyze a problem or case
b. Identify steps necessary for problem solving,
c. Apply the steps identified for solution,
d. Validate the results,
e. Report the results in an understandable and timely manner.

Outcome 4: Demonstrate preparation for continued pursuit of courses leading to a baccalaureate degree in business.

Measurable Indicators

Assessment data demonstrating students' ability to:

a. Interpret and manipulate data,
b. Use appropriate technology to assist with problem-solving,
c. Apply critical thinking to real-world scenarios.

The Seminole State College Associate in Science in Business degree program (203) fulfills the Higher Learning Commission Criterions 3 & 4 by providing evidence of student learning, faculty engagement encouraging quality teaching practices, and effective assessment of the student learning process. Faculty teaching in the Business and Education division work to utilize assessment methods and tools consistently and review and revise these tools as necessary to provide accurate student learning assessment results. Typically, our faculty use pre/post tests to evaluate and report on student learning assessments. These pre/post tests are reviewed and updated, as necessary. The results of these course embedded assessments are reported at the end of the fall semester each year and any courses that are not evaluated in the fall are then evaluated at the end of the spring semester. The table below outlines the results of the course embedded assessments for the Associate in Business degree. The minimum threshold for the post test grade was set at 60% by the SSC Assessment of Student Learning Committee. The post test scores for this degree all exceed the minimum requirement of 60%.

Table 1. Combined Course Embedded Assessment Results for FY 2023-2024 for Business			
Outcomes	Pre-Test % Correct	Post Test % Correct	Percentage Increase
General Education Outcome 1	48%	84%	36%
General Education Outcome 2	47%	84%	37%
General Education Outcome 3	47%	84%	37%
General Education Outcome 4	53%	94%	41%
Program Outcome 3	52%	86%	34%
Program Outcome 4	48%	91%	43%

A.2. Minimum Productivity Indicators:

Time Frame (e.g.: 5-year span)	Enrollment	Graduates
FY2019-2020`	129	27
FY2020-2021	154	47
FY2021-2022	142	40
FY2022-2023	157	38
FY2023-2024	154	45

A.3. Other Quantitative Measures:

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a.4.a. Number and enrollment of courses taught exclusively for the major for each of the last five years:
List or attach list of courses

	Course Title	Hours Attempted	Hours Earned
ACCT 1413	Introduction To Accounting	948	732
BA 1323	Glob Stud In International Business	12	12
BA 2123	Entrepreneurship	102	99
BA 2403	Business Management	81	57
BA 2903	Internship in Business	9	9

Click here to enter text

a.4.b. Student credit hours by course level (i.e. 1000, 2000) generated in all major courses in the degree program for five years:

	Course Title	Hours Attempted	Hours Earned
ACCT 1413	Introduction To Accounting	948	732
BA 1323	Glob Stud In International Business	12	12
BA 2123	Entrepreneurship	102	99
BA 2403	Business Management	81	57
BA 2903	Internship in Business	9	9
BA 2113	Macroeconomics	1074	993
BA 2213	Microeconomics	1089	1029
ACCT 2033	Financial Accounting	1050	876
ACCT 2123	Managerial Accounting	795	756
BA 1123	Introduction To Business	966	837
BA 2133	Human Relations	417	366
BA 2243	Personal Finance	576	492
BA 2253	Business Statistics	861	735
BA 2423	Business Ethics	324	300
BA 2513	Marketing	48	45
CS 1183	Information Security	240	192
CS 2003	Webpage Design In Html	162	108
CS 2173	Operating Systems	21	21
MATH 2213	Calc for Business and Biology	0	0
BA 2233	Business Communications	81	81
BA 230X	Special Projects In Business Administration	6	6

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a.4.c. Direct instructional costs for the program during the review period:

No direct data were available that could be used to determine the exact amount of the instructional cost for any of the business degree programs. The annual SSC budget report provided the total expenditures for the Business and Education division as shown in the table below. The annual Business and Education division budget

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contains the instructional costs for five of the degree programs managed by the division.

Academic Year	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
Instructional Cost	$737,765	$696,191	$696,191	$633,373	$577,161

a.4.d. The number of credits and credit hours generated in the program that support the general education component and other degree programs including certificates:

	Course Title	Hours Attempted	Hours Earned
BA 2113	Macroeconomics	1074	993
BA 2213	Microeconomics	1089	1029
ACCT 2033	Financial Accounting	1050	876
ACCT 2123	Managerial Accounting	795	756
BA 1123	Introduction To Business	966	837
BA 2133	Human Relations	417	366
BA 2243	Personal Finance	576	492
BA 2253	Business Statistics	861	735
BA 2423	Business Ethics	324	300
BA 2513	Marketing	48	45
CS 1183	Information Security	240	192
CS 2003	Webpage Design In Html	162	108
CS 2173	Operating Systems	21	21
MATH 2213	Calc for Business and Biology	0	0

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a.4.e. If available, information about employment or advanced studies of graduates of the program over the past five years:

No data has been collected to my knowledge.

a.4.f. If available, information about the success of students from this program who transferred to other institutions:

Seminole State currently does not have a mechanism to track students by degree, but the table below describes the transfer data from all graduates to the following four institutions of higher education.

Table XX. 2023-2024 Transfer Reports from Four-Year Institutions								
Four Year Institution	Number of Former SSC Students Enrolled	Credit Hours Completed	Credit Hours Attempted	Course Completion Rate	Aggregated GPA of Former SSC Students	Aggregated Student Body GPA	Difference	Bachelor's Degrees Awarded
East Central University	372	7414	7769	95.43%	3.2	3.08	0.12	95
Oklahoma State University	246	*	*	*	3.17	3.24	-0.07	43
University of Oklahoma	152	3,349	3,488	96.01%	3.29	**	**	29
University of Central Oklahoma	235	3374	3780	89.26%	3.04	3.03	0.01	51
Totals	1005	14137	15037	94.0%				218

*Data from OSU not reported in the correct format.

**Data from OU did not provide aggregated student body data, but Summer difference +0.41, Fall difference -0.03, and Spring difference -0.06.

Recommendation(s)

A. **Recommendation for the Program (3.7.7.A.4):**
☐ Maintain the program at the current level.
☒ Continue the program with modifications as noted below and detailed in the comment section below.
☒ Expand the program
☐ Reduce program in size or scope
☐ Merge or consolidate program
☐ Reorganize program/curricular modifications*
☐ Suspend program to allow an opportunity to consider recommendations detailed in the section below*
☐ Delete program*

Requires a Request for Degree Program Modification and governing board approval.

B. **Specific comments regarding recommendations:**
(Provide detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements. Recommendations to suspend or modify the program should include measurable goals and a timeline for monitoring the program in one-, two-, three-, or four-year increments)

Recommendations	Implementation Plan	Target Date
Promote the Business AS degree to incoming students.	Host annual Business Skills Seminar each fall semester.	Click to enter a dateAnnually
Promote the Business AS degree to current students.	Visit Learning Strategies classes each semester.	Click to enter a dateAnnually
Increase the number of Business AS graduates.	B&E faculty review degree requirements with students each semester	Click to enter a dateOn going

Add additional rows as necessary

Department/
Program Head _*Tammy Kusterke*_ Date: October 15, 2024 Click here to enter a date
(Signature)

Dean _*Jessica Isaacs*_ Date: 15-Oct.-2024 Click here to enter a date
(Signature)

Chief
Academic
Officer _____ Date: 10/16/24 Click here to enter a date
(Signature)

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President _____ Date: Click here to enter a date
　　　　　　　　(Signature)

CAPTE
Commission on Accreditation
in Physical Therapy Education

Commission on Accreditation in Physical Therapy Education
American Physical Therapy Association
SUMMARY OF ACTION
Physical Therapist Assistant Program
Seminole State College-Gordon Cooper Technology Center
One John C Bruton Blvd
Shawnee, OK 74804

On April 30, 2024, the Commission on Accreditation in Physical Therapy Education made the following decision regarding the Physical Therapist Assistant Program at Seminole State College-Gordon Cooper Technology Center.

Status: **ACCREDITATION**

Action Taken: Continue Accreditation

Effective Date: April 30, 2024

Information Used to

Make Decisions: Compliance Report

Reason for Decision: The Commission's decision to continue accreditation status is based on the program's level of compliance with the Standards and Required Elements and on the expectation that the program will, within two years of first being cited, bring itself into compliance with the following element(s) noted in the Commission's Findings: **4G.**

That compliance must be appropriately documented in a Compliance Report which will be used by the Commission to determine compliance with the elements noted in the Findings and to monitor compliance with all the required elements.

The program is reminded that the status of accreditation has been continued based on the program described in the materials reviewed by the Commission. The institution and program are responsible for notifying CAPTE of all substantive changes in the program prior to implementation. Unexpected substantive changes are to be reported immediately after they occur. (See Part 9 of CAPTE's Rules of Practice and Procedure for more information about reporting changes.)

Next Activity: Compliance Report due August 1, 2024

NOTICES

REQUIRED STATEMENT OF ACCREDITATION STATUS

Once a program has been accredited, and for as long as it remains accredited, the program must use the statement provided in §8.20 on all educational and promotional materials, including the institution/program web site, where the program's accreditation status is disclosed.

> [INSERT Name of Program] at [INSERT Name of Institution] is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE), 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; telephone: 703-706-3245; email: accreditation@apta.org; website: http://www.capteonline.org. If needing to contact the program/institution directly, please call [INSERT Direct Program Phone Number] or email [INSERT Direct Program Email Address].

NOTE: If the institution offers other physical therapy programs not subject to accreditation by CAPTE (e.g., transitional DPT, post-professional degree program, residency or fellowship), the above statement must be edited to clearly indicate that the additional programs are not accredited by CAPTE. Additionally, the information available to the public regarding these programs must clearly state that they are not accredited by CAPTE.

TWO YEAR LIMITATION ON BEING OUT OF COMPLIANCE

CAPTE's recognition by the United States Department of Education requires a limitation of two years for programs to be out of compliance with a required element [34 CFR 602.20(a)(2)(iii)]. When, after review of a Compliance Report, the program remains out of compliance with any required element and sufficient progress toward compliance has not been demonstrated, CAPTE may act to place the program on probationary accreditation or withdraw accreditation. CAPTE will place the program on probationary accreditation when a program remains out of compliance for 18 months. If the program continues to be out of compliance with any required element at the end of the two-year period following the initial finding that the program is out of compliance, CAPTE will withdraw accreditation unless CAPTE judges the program, for good cause, to be making significant efforts to come into compliance with the standards and required elements. CAPTE defines a good cause effort as:

(a) a completed comprehensive assessment of the problem/issue under review,

(b) an appropriate plan for achieving compliance within a reasonable time frame not to exceed two years,

(c) a detailed timeline for completion of the plan,

(d) evidence that the plan has been implemented according to the established timeline, and

(e) evidence that the implemented plan is showing results that provide reasonable assurance the program will achieve compliance within the allotted time frame.

It is the program's responsibility to make the case that a good cause effort has been made and continues to be in effect. During the extension for good cause, probationary accreditation status will be maintained, and the program's progress will be monitored. In no case, however, will an extension for good cause be longer than two years.

Seminole State College-Gordon Cooper Technology Center
Summary of Action
April 30, 2024

ACCURATE PUBLIC DISCLOSURE OF THIS DECISION BY THE INSTITUTION

The institution and program must make accurate public disclosure of the accreditation or pre-accreditation status awarded to the program. Further, the United States Department of Education (USDE) requires all recognized accrediting agencies to provide for the public correction of incorrect or misleading information an institution or program releases about accreditation or pre-accreditation status, contents of reports of on-site reviews, and accreditation or pre-accreditation actions with respect to the institution or program [34 CFR 602.23(d) and 602.23(e)]. If the institution or program chooses to disclose any additional information, beyond the accreditation or pre-accreditation status that is within the scope of the USDE rule, such disclosure also must be accurate. Any public disclosure of information within the scope of the rule must include the agency's street address, email address and phone number: Commission on Accreditation in Physical Therapy Education, 3030 Potomac Ave., Suite 100, Alexandria, Virginia 22305-3085; accreditation@apta.org; (703) 684-2782 or (703) 706-3245. If the Accreditation staff finds that an institution or program has released incorrect or misleading information within the scope of the USDE rule, then, acting on behalf of CAPTE the Accreditation staff will make public correction, and reserves the right to disclose this Summary of Action in its entirety for that purpose.

PUBLIC NOTICE OF DECISIONS BY CAPTE

Following all decisions, including decisions to place a program on warning, probation or show cause, or to deny candidacy, withdraw candidacy, withhold accreditation, or withdraw accreditation, the Accreditation staff will, within 24 hours of the official notification of the programs and institutions of the decisions, provide notice to the public by placing notice of the decisions on its web site.

RESPONSIBILITY TO REPORT CHANGE(S)

The institution and program are responsible for notifying CAPTE of all reportable changes in the program prior to implementation. Unexpected changes are to be reported immediately after they occur. Reportable changes, some of which may require pre-approval, are described in Part 9 of CAPTE's *Rules of Practice and Procedure* (https://www.capteonline.org/globalassets/capte-docs/capte-rules-practice-procedure.pdf). **It is the program's responsibility to be familiar with these expectations and to provide notification of program changes as required.**

Commission's Findings and Reasons for Decision:

The program was judged to be in CONDITIONAL COMPLIANCE with the following required elements. Conditional compliance means that the program has in place a substantial portion, but not all, of the components necessary to meet all aspects of the elements.

4G   The program director is a physical therapist or physical therapist assistant who demonstrates an understanding of education and contemporary clinical practice appropriate for leadership in physical therapist assistant education. These qualifications include all of the following:
- **is a physical therapist or physical therapist assistant who holds an active, unrestricted PT license or PTA license/certification in any United States jurisdiction and the state where the program is located if required by that state's jurisdiction;**
- **a minimum of a master's degree;**
- **a minimum of five years (or equivalent), full-time, post licensure experience that includes a minimum of three years (or equivalent) of full-time clinical experience within any US jurisdiction;**
- **didactic and/or clinical teaching experience;**
- **experience in administration/management;**
- **experience in educational theory and methodology, instructional design, student evaluation and outcome assessment, including the equivalent of nine credits of coursework in educational foundations, or previous CAPTE granted exemption.**

Based on the review of the curriculum vitae submitted, the Commission acknowledges Shakira D. Stafford has the minimum full-time clinical experience, didactic teaching experience, and experience in administration and management as the PTA Program Director at Seminole State College.

However, it is noted that Shakira D. Stafford has not provided evidence of completion of nine credit hours in educational theory and methodology, instructional design, student evaluation, and outcome assessment of nine credits of coursework in educational foundations, as requested in the compliance report in the fall of 2023. The Commission reviewed the course descriptions for EDUC-5173 Fundamentals of Curriculum from East Central University (3 credits). Based on the available information, this course focuses on K-12 education rather than adult education. The Commission could not determine if sufficient content is transferable to higher education and, therefore, does not apply to 4G for the nine credit hours requirement.

Shakira D. Stafford noted in the compliance report will be completing the following courses in spring 24 to comply with this standard. The courses noted were Instructional Methods in Health Professions Education, Assessment in Higher Education: Professional Development for Teachers, University Teaching, Online Learning Design for Educators, and Diversity and Inclusion in Education. However, evidence of compliance still needs to be provided.

In the compliance report, provide evidence that the program director has the education and experience to fulfill all criteria expected of the Program Director. Submit transcripts and a CV that provide evidence of educational achievements and experience.

INSTITUTION RESPONSE:

Seminole State College-Gordon Cooper Technology Center
Summary of Action
April 30, 2024

Important Advisory Notice:
If CAPTE determines that the program remains out of compliance after review of the next Compliance Report, the program will have been out of compliance for 18 months with a specific element. The Commission reminds the program of the two-year limit to come into compliance and advises the program to review the expected timelines outlined in the *Accreditation Handbook,* Sub-Part 8F, 8.26 (b) (2) and in the Notice entitled *Two Year Limitation On Being Out Of Compliance* included in this Summary of Action. **As stated in this Notice, CAPTE will place a program on probationary accreditation when a program remains out of compliance for 18 months**. This relates to the element(s) cited as being out of compliance in this Summary of Action: **4G**.

Program Review Report
3.7 Academic Program Review

A thorough internal or external program review addressing all criteria in policy should be possible within a comprehensive report of ten or fewer pages. This template is provided to assist institutions in compiling the program review information, which is to be presented to the institutional governing board prior to submission to the State Regents.

Institution Name: Seminole State College

Program Name and State Regents Code: Social Science Associate in Arts

List Program Options: Click here to enter text
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List Embedded Certificates included in this review: Click here to enter text
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Previous Review

Date (Year) of Last Review 2021

1. Summarize key findings from previous internal and/or external reviews of this program.

Analysis of degree program productivity has revealed that from 2019-2024 Social Science has maintained an average enrollment of 33 students with an average of 5 graduates per year during this period. The data provided in this report show that enrollment for this degree declined during the 2020-2021 academic year. The average of 5 graduates per year relies upon the inclusion of the 2019-2020 year (11 graduates), which was both significant (11 graduates) and uncharacteristic. The average number of graduates during the past four years is only 3.5 students.

2. What developments and actions have taken place since the last review?

Enrollment in the Associate of Arts in Social Sciences has seen a few individual years of adequate production but, overall, has been marginal or subpar during the past decade. We received a low productivity warning in 2021 based upon the previous period of review and have seen enrollment remain subpar since then. While we had an unusually high number of graduates in the 2019-2020 academic year, our production in graduates since that high point has been lackluster. Numerous actions have been undertaken to address this lack of production including the following: the offering of face-to-face sections of SSC Social Science courses at area high schools, the creation and implementation of campus and community educational programs relating to the Social Sciences— including the President's Day Lecture Series (as well as Constitution Day), the involvement and participation of Social Science faculty in local high school History Fairs, and the attempt to create a Global Studies trip to Washington, D.C., which would have had a largely Social Sciences focus. In short, we have done quite a lot to help strengthen the program, but our efforts have not yielded adequate results.

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Current Review

Date (Year) of Current Review: 2024

Review Criteria *(Institutions should address each criterion of OSRHE policy 3.7.5 as directed below).*

A. Vitality of the Program:

    A.1. Program Objectives and Goals:

Outcome 1: Demonstrate successful articulation of Seminole State College transfer degree programs to state and professional institutions of higher learning granting professional and baccalaureate degrees in Oklahoma.
    Measurable indicators
        a. **Signed 2+2 articulation agreements between SSC and state baccalaureate institutions of higher learning in Oklahoma, especially those institutions which are primary recipients of SSC transfer degree program graduates.**
        b. **Inclusion of required degree program courses on the Oklahoma State Regents for Higher Education annual Course Equivalency Matrix.**

Outcome 2: Demonstrate successful academic achievement by Seminole State College transfer degree students at primary receiving state baccalaureate institutions of higher learning in Oklahoma. Successful academic achievement is defined as the maintenance of satisfactory academic progress toward degree completion as determined by the receiving institution.
    Measurable indicators
        a. **Transfer data on SSC transfer degree program graduates from primary receiving state baccalaureate institutions of higher learning in Oklahoma.**
        b. **Graduate Opinion Survey data self-reporting demonstration of successful academic achievement at primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.**
        c. **Retention reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.**
        d. **Graduation reports on SSC transfer program graduates regarding primary receiving state baccalaureate institutions of higher learning in Oklahoma as available.**

<u>Outcomes Specific to Associate of Arts in Social Science (215)</u>

Outcome 3: Students will demonstrate the ability to explain and analyze social systems.
    Measurable indicators
        a. **Assessment data demonstrating students' ability to**
            1. **Identify, explain, and analyze political systems**
            2. **Identify, explain, and analyze historical periods**
            3. **Identify, explain, and analyze theoretical perspectives and trends regarding the application of psychological principles to social and behavioral problems**

Outcome 4: Students will display the knowledge, skills, and values consistent with the curriculum developed for the social sciences.
    Measurable indicators

a. **Assessment data demonstrating students' ability to**
1. **Apply critical thinking to current events and social problems/issues**
2. **Demonstrate competence in written and verbal interpersonal communication skills**
3. **Demonstrate basic skills and concepts in interpreting behavior, studying research, and applying research design principles to social phenomena in relation to scientific reasoning and problem solving.**

A.2. Quality Indicators (including Higher Learning Commission criteria and requirements):

Assessment of the Social Sciences program is based upon Course-Embedded Assessment. This evaluation provides evidence for the quality of student learning outcomes and effective learning environments.

Table 1. Combined Course Embedded Assessment Results for FY2023-2024 for Social Science Associates in Art			
Outcomes	**Pre-Test % Correct**	**Post-Test % Correct**	**Percentage Increase**
General Education Outcome 1	46%	88%	42%
General Education Outcome 2	42%	85%	43%
General Education Outcome 3	36%	82%	46%
General Education Outcome 4	33%	81%	48%
Program Outcome 3	42%	85%	43%
Program Outcome 4	35%	82%	47%

Faculty in the Social Sciences Division consistently review assessment tools and methods and revise those tools and methods when necessary to provide accurate assessment data. To measure the degree outcomes, course embedded assessment is utilized in the form of pre- and post-tests. Faculty calculate pre- and post-test score improvements for every class annually. Although pre- and post-test assessments only focus on the learning objectives of a specific course, an examination of Social Science courses show improvement that verifies student learning is taking place and that the outcomes specific to the Associate in Arts in Social Sciences program are being met. The table above indicates remarkably consistent improvement across all outcomes with post-test results indicating performance <u>well</u> above the 60% minimum threshold.

A.3. Minimum Productivity Indicators:

Time Frame (e.g.: 5-year span)	Enrollment	Graduates
FY 2019-2020	49	11
FY 2020-2021	17	1
FY 2021-2022	38	4
FY 2022-2023	34	3
FY 2023-2024	27	6

A.4.   Other Quantitative Measures:

    a.4.a.   Number and enrollment of courses taught exclusively for the major for each of the last five years:
List or attach list of courses

While there are no exclusive courses to the major required for the Social Science Associate in Arts degree offered at Seminole State College, the following courses are required for the degree:

Course	Course Title
ANTH 1113	General Anthropology
ANTH 1203	Native Peoples of North America
ANTH 2103	American Multiculturalism through Film
GEOG 1123	World Regional Geography
GOV 1303	State and Local Government
GOV 2013	Intro To International Relations
GOV 230X	Special Projects in Government
HIST 1223	History of Native Americans to 1890
HIST 1243	History of Native Americans since 1890
HIST 1483	American History To 1877
HIST 1493	American History Since 1877
HIST 2113	The American West
HIST 2203	Native American History and Policy
HIST 2223	Early Western Civilization To 1660
HIST 2233	Mod Western Civilization Since 1660
HIST 230X	Special Projects in History
HIST 2323	Soc Sci Issues Percvd Through Movies
MATH 1503	Elementary Statistics
PSY 1113	General Psychology
PSY 2023	Developmental Psychology
SOC 1113	Introduction To Sociology
SOC 2033	Sociology Of Religion
SOC 2053	Social Psychology
SOC 2123	Social Problems
SOC 2143	Marriage And Family
SOC 2153	Crime Del Soc Issues through Film
SOC 230X	Special Topics in Sociology

    a.4.a.   Student credit hours by course level (i.e. 1000, 2000) generated in all major courses in the degree program for five years:

        1000-level courses: Attempted – 18,762 hours   Earned – 15,585 hours

        2000-level courses: Attempted – 5,608 hours   Earned – 4,324 hours

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a.4.b. Direct instructional costs for the program during the review period:

No direct data were available that could be used to determine the exact amount of the instructional cost for the Social Sciences degree program. The annual SSC budget report provided the total expenditures for the Social Sciences Division as shown in the table below.

Academic Year	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Instructional Cost	$515,812.07	$508,616.20	$519,699.61	$556,223.02	$571,897.21

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a.4.c. The number of credits and credit hours generated in the program that support the general education component and other degree programs including certificates:

Course	**Course Title**
ANTH 1113	General Anthropology
ANTH 1203	Native Peoples of North America
ANTH 2103	American Multiculturism through film
GEOG 1123	World Regional Geography
GOV 1303	State and Local Government
GOV 2013	Intro To International Relations
GOV 230X	Special Projects in Government
HIST 1223	History of Native Americans to 1890
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HIST 1483	American History To 1877
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HIST 2113	The American West
HIST 2203	Native American History and Policy
HIST 2223	Early Western Civilization To 1660
HIST 2233	Mod Western Civilization Since 1660
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HIST 2323	Soc Sci Issues Percvd Thrgh Movies
MATH 1503	Elementary Statistics
PSY 1113	General Psychology
PSY 2023	Developmental Psychology
SOC 1113	Introduction To Sociology
SOC 2033	Sociology Of Religion
SOC 2053	Social Psychology
SOC 2123	Social Problems
SOC 2143	Marriage And Family
SOC 2153	Crime Del Soc Issues through Film
SOC 230X	Special Topics in Sociology
GOV 1113	American National Government
PSY 2103	Child And Adolescent Psychology
PSY 230X	Special Projects in Psychology
SOC 2043	Human Sexuality
SOC 2433	Global Studies Culture & Diversity

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1000-level courses: Attempted – 26,022 hours   Earned – 21,558 hours

2000-level courses: Attempted – 6,026 hours   Earned – 4,712 hours

Click here to enter text

a.4.d. If available, information about employment or advanced studies of graduates of the program over the past five years:

Not available

a.4.e. If available, information about the success of students from this program who transferred to other institutions:

Seminole State currently does not have a mechanism to track transfer students by degree, but the table below describes the transfer data from all graduates to the following four institutions of higher education.

Table XX. 2023-2024 Transfer Reports from Four-Year Institutions								
Four Year Institution	Number of Former SSC Students Enrolled	Credit Hours Completed	Credit Hours Attempted	Course Completion Rate	Aggregated GPA of Former SSC Students	Aggregated Student Body GPA	Difference	Bachelor's Degrees Awarded
East Central University	372	7414	7769	95.43%	3.2	3.08	0.12	95
Oklahoma State University	246	*	*	*	3.17	3.24	-0.07	43
University of Oklahoma	152	3,349	3,488	96.01%	3.29	**	**	29
University of Central Oklahoma	235	3374	3780	89.26%	3.04	3.03	0.01	51
Totals	1005	14137	15037	94.0%				218

*Data from OSU not reported in the correct format.

**Data from OU did not provide aggregated student body data, but Summer difference +0.41, Fall difference -0.03, and Spring difference -0.06.

Recommendation(s)

A. **Recommendation for the Program (3.7.7.A.4):**
⊠ Maintain the program at the current level.
☐ Continue the program with modifications as noted below and detailed in the comment section below.
  ☐ Expand the program
  ☐ Reduce program in size or scope
  ☐ Merge or consolidate program
  ☐ Reorganize program/curricular modifications*
☐ Suspend program to allow an opportunity to consider recommendations detailed in the section below*
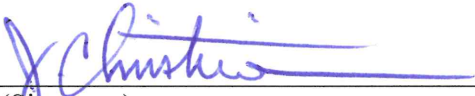☐ Delete program*

Requires a Request for Degree Program Modification and governing board approval.

B. **Specific comments regarding recommendations:**
(Provide detailed recommendations for the program as a result of this thorough review and how these recommendations will be implemented, as well as the timeline for key elements. Recommendations to suspend or modify the program should include measurable goals and a timeline for monitoring the program in one-, two-, three-, or four-year increments)

Recommendations	Implementation Plan	Target Date
The Social Sciences Division is considering the possibility of modifying this degree program to address the issue of low productivity.	**This plan may include modifying, merging, suspending, or deleting the program as more data is collected and analyzed.**	**2025-26**

Add additional rows as necessary

Department/
Program Head _____ Date: **10/15/2024**
(Signature)

Dean _____ Date: Click here to enter a date
(Signature)

Chief
Academic
Officer _____ Date: Click here to enter a date
(Signature)

President _____ Date: Click here to enter a date
(Signature)

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