

**SEMINOLE STATE COLLEGE
BOARD OF REGENTS REGULAR MEETING
Thursday, August 20, 2026**

**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

Oath of Office: Regent David Hooten

III. INTRODUCTION OF GUESTS

IV. READING AND APPROVAL OF MINUTES

- Regular Meeting Minutes June 17, 2026

Board Action: Approve/Reject/Revise

V. COMMUNICATIONS TO THE BOARD

Financial Report – July 31, 2026

Report on Purchases over \$15,000 for June and July:

High Point Networks LLC	\$16,586.00
KB Electric LLC	\$74,010.00
Village Travel	\$16,210.00

Board Action: Approve/Reject

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

VII. PRESIDENT'S REPORT

- Personnel Update
- Update on Paralegal Program
- Demolition of Sarkeys Dormitory
- Campus Activities
- Enrollment Report
- Grant Update

VIII. BUSINESS

A. Election of Officers

Board Action: As Appropriate

B. Review and consider approval of revision to Board Policy II-7-2 regarding Program Review

Board Action: Approve/Reject

C. Review and consider approval of revision to Board Policy II-7-5 regarding unauthorized use of College Property/Facilities

Board Action: Approve/Reject

D. Review and consider approval of revision to Board Policy III-5-6 regarding Service and Emotional Support/Assistance Animals

Board Action: Approve/Reject

E. Review and consider approval of revision to Board Policy III-7-8 regarding Title IX Policy and Procedure

Board Action: Approve/Reject

F. 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

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.

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SEMINOLE STATE COLLEGE
BOARD OF REGENTS REGULAR MEETING
June 17, 2026

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 Board Room of the Enoch Kelly Haney Center.

II. Roll Call of Members

Roll call was conducted. Regents present were Curtis Morgan, Mona Adkisson, Teresa Burnett, Robyn Ready and Marci Donaho. Regent Haley Coates and Regent Ryan Franklin were absent.

III. Introduction of Guests

President Reynolds introduced administrators and staff present at the meeting. Special recognition was given to Lynette Atchley, incoming Faculty Senate President; Brooks Nickell, Web and Multimedia Coordinator

IV. Minutes

There being no additions or corrections to the minutes of the regular meeting held May 21, 2026, Regent Morgan made a motion to approve the minutes as presented. Regent Burnett seconded the motion. Roll call was as follows: Morgan, yes; Burnett, yes; Adkisson, yes; Ready, yes and Donaho, yes.

V. Communications to the Board

Financial Report – Vice President for Finance, Grants, and Enrollment Melanie Rinehart presented a review of the College's revenue and expenses through May 31, 2026. Regent Ready made a motion to approve the Financial Report as presented. Regent Adkisson seconded the motion. Roll call was as follows: Morgan, yes; Burnett, yes; Adkisson, yes; Ready, yes and Donaho, yes.

VI. Hearing of Delegations

None

VII. President's Report

Campus Activities:

- Head Volleyball Coach Bobbi Leitha completed the 2025-2026 Emerging Leaders Track sponsored by the Oklahoma State Regents for Higher Education
- Dr. Bill Knowles, Vice President for Academic and Student Affairs is taking over as the Chair of the Council of Student Affairs with the Oklahoma State Regents for Higher Education
- The Oklahoma Academy for State Goals held a Community Town Hall at SSC on June 2nd
- An Esports Workshop was held on campus on June 4th
- A Concurrent Information Session was held on campus for Superintendents and Counselors in our five-county service area on June 4th
- SSC was selected for the Best of College/Trade School award from the *Shawnee News Star*

- Seminole State College will be sharing Library Services with Rose State College and Redlands Community College
- Canadian Valley Co-op was recognized by SSC for their support and contributions
- The Talent Search and Upward Bound Summer Camps are being held on campus
- The STEM Camp Kids Camp was held June 15th through the 18th
- President Reynolds discussed information regarding utilizing Seminole Public School property to house part of the SSC Agriculture Program
- President Reynolds gave the Regents an update on the Haney Center Roof/Solar project
- President Reynolds gave the Regents an update on sports teams
- President Reynolds shared the Institutional Profile formulated by the Oklahoma State Regents for Higher Education
- President Reynolds shared a 2025-2026 Year-in-Review presentation with the Regents

VIII. Business

Approval of Proposed Board Policy Regarding Academic Evaluation of Student

Grades: President Reynolds presented the Board with information about a proposed new Board Policy regarding Academic Evaluation of Student Grades. This policy is in response to requirements stemming from Oklahoma House Bill No. 3700. President Reynolds recommended approval. Regent Morgan made a motion to approve the proposed policy regarding academic evaluation of student grades as presented and Regent Ready seconded the motion. Roll call was as follows: Morgan, yes; Burnett, yes; Adkisson, yes; Ready, yes and Donaho, yes.

Approval of Revision to Board Policy II-4-1 Regarding Employment Qualifications

for Nursing Faculty: President Reynolds presented the Board members with a proposed revision to Board Policy II-4-1 regarding Employment Qualifications for Nursing Faculty. This revision will include specific requirements for nursing faculty as prescribed by the Oklahoma Board of Nursing. This includes that at least 50% of the SSC nursing faculty hold a master's degree in nursing and mandates that the faculty without this degree must maintain continuous enrollment toward completion of that degree. Regent Ready made a motion to approve the revision to Board Policy II-4-1 as presented and Regent Burnett seconded the motion. Roll call was as follows: Morgan, yes; Burnett, yes; Adkisson, yes; Ready, yes and Donaho, yes.

Approval of the FY27 Educational and General Budget – Vice President Melanie Rinehart presented the Board with a copy of materials for the FY27 budget for review. She highlighted several aspects of this year's budget including information about appropriations history, revenue history, expenditure history and expenditures by function and object. President Reynolds recommended approval of the FY27 Educational and General Budget. President Reynolds commended Vice President Rinehart and her staff. Regent Morgan made a motion to approve the FY27 budget as presented and Regent Burnett seconded the motion. Roll call was as follows: Morgan, yes; Burnett, yes; Adkisson, yes; Ready, yes and Donaho, yes.

IX. Special Presentation

On behalf of the Regents, President Reynolds made a special presentation to Seminole State College Board of Regents Chair Marci Donaho who completes her service as Chair and Regent in June.

X. Adjournment

The meeting was adjourned at 1:56 p.m.

Seminole State College
Combining Statement of Net Assets
As of July 31, 2026

	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	13,655	1,646,503	2,294,146	2,716	(5,244)	45,057	250	-	3,997,084
Accounts Receivable, net	-	-	-	-	-	-	-	-	-
Other Accrued Income	-	-	-	-	-	-	-	-	-
Capital Assets, net	-	-	-	-	-	-	-	21,330,935	21,330,935
Total Assets	13,655	1,646,503	2,294,146	2,716	(5,244)	45,057	250	21,330,935	25,328,019
Accounts Payable	295	161,243	-	581	-	-	-	-	162,119
Other Accrued Expenses	-	-	-	2,135	-	-	-	-	2,135
Due To/From Other Funds	-	-	-	-	-	-	-	-	-
Long-Term Debt	-	-	-	-	-	-	-	10,025,692	10,025,692
Total Liabilities	295	161,243	-	2,716	-	-	-	10,025,692	10,189,947
Beginning Net Position	1,069,031	1,524,697	2,440,812	(0)	(5,244)	45,057	250	5,735,151	10,809,755
Change in Net Position	(1,055,671)	(39,438)	(146,666)	-	-	-	-	5,570,092	4,328,317
Ending Net Position	13,360	1,485,259	2,294,146	(0)	(5,244)	45,057	250	11,305,243	15,138,072

Seminole State College
Combining Statement of Revenues, Expenses and Changes in Net Assets
For the Period July 1 through July 31, 2026

	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	\$ (459,403)	\$ 45,898	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (413,505)
State appropriations	539,335	-	-	-	-	-	-	-	539,335
Federal grants and contracts	-	456,177	-	-	-	-	-	-	456,177
State and private grants and contracts	-	102,957	-	-	-	-	-	-	102,957
Housing & Food Service	-	6,165	-	-	-	-	-	-	6,165
Bookstore	-	45,006	-	-	-	-	-	-	45,006
Other revenues	42,495	41,937	-	-	-	-	-	-	84,433
Total operating revenues	122,427	698,141	-	-	-	-	-	-	820,568
Expenditures									
Compensation and benefits	852,259	335,885	-	-	-	-	-	-	1,188,144
Contractual services	211,473	37,114	-	-	-	-	-	-	248,587
Supplies and materials	24,730	173,501	76,290	-	-	-	-	-	274,522
Scholarships and fellowships	19,497	83,088	-	-	-	-	-	-	102,585
Communications	4,216	171	-	-	-	-	-	-	4,387
Depreciation	-	-	-	-	-	-	-	-	-
Utilities	15,275	5,049	-	-	-	-	-	-	20,323
Other expenditures	50,648	102,770	70,376	-	-	-	-	(5,570,092)	(5,346,298)
Total Operating Expenses	1,178,098	737,579	146,666	-	-	-	-	(5,570,092)	(3,507,749)
Operating income (loss)	(1,055,671)	(39,438)	(146,666)	-	-	-	-	5,570,092	4,328,317
Transfers from (to)	-	-	-	-	-	-	-	-	-
Change in Net Position	(1,055,671)	(39,438)	(146,666)	-	-	-	-	5,570,092	4,328,317

Seminole State College
Combining Statement of Changes in Cash and Cash Equivalents
For the Period July 1 through July 31, 2026

	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	\$ (1,450,860)	\$ 3,111,018	\$ 2,294,146	\$ 2,716	\$ (5,244)	\$ 45,057	\$ 250	\$ -	\$ 3,997,084
Change in Net Position	(1,055,671)	(39,438)	(146,666)	-	-	-	-	5,570,092	4,328,317
Changes not providing (using) cash	2,520,186	(1,425,077)	146,666	-	-	-	-	(5,570,092)	(4,328,317)
Cash and Cash Equivalents, Ending	<u>\$ 13,655</u>	<u>\$ 1,646,503</u>	<u>\$ 2,294,146</u>	<u>\$ 2,716</u>	<u>\$ (5,244)</u>	<u>\$ 45,057</u>	<u>\$ 250</u>	<u>\$ -</u>	<u>\$ 3,997,084</u>

Seminole State College
Education and General - Statement of Budgeted Revenues and Expenditures
For the Period July 1 through July 31, 2026

	ACTUAL		BUDGET	
	CURRENT	YEAR-TO-DATE	ANNUAL	YEAR-TO-DATE
<u>REVENUE</u>				
State Appropriations	\$ 539,335	\$ 539,335	6,153,467	\$ 479,970
Tuition	130,096	(563,738)	2,750,000	99,000
Non-Resident Tuition Fees	13,504	13,504	950,000	34,200
Remedial Course Fee	870	870	30,000	1,080
Tuition	144,469	(549,365)	3,730,000	134,280
STEM Academic Excellence Fee	6,563	6,563	145,000	5,220
LAH Academic Excellence Fee	2,489	2,489	58,500	2,106
Bus & Ed Academic Excellence Fee	3,940	3,940	78,500	2,826
Health Science Academic Excellence Fee	745	745	14,500	522
Social Science Academic Excellence Fee	2,137	2,137	62,500	2,250
Physical Therapist Assistance Fee	1,080	1,080	8,650	311
Technology Service Fee	11,700	11,700	315,500	11,358
Bus And Ind Additional Fees	-	-	-	-
Nursing Fee	2,078	2,078	74,000	2,664
Laboratory Fees	3,771	3,771	75,000	2,700
Medical Lab Tech Fee	712	712	12,000	432
Electronic Academic Access Fee	4,986	4,986	118,000	4,248
Dist Education/Outreach Fee	23,790	23,790	440,000	15,840
Academic Course Fees	63,990	63,990	1,402,150	50,477
Late Payment Fees	1,092	1,092	15,000	540
Application For Admission Fees	1,035	1,035	12,000	432
Assessment Fee	4,190	4,190	102,500	3,690
Refund Per Legal Settlement	-	-	-	-
Ace Testing Fees	-	-	1,000	36
Hybrid Course Fee	-	-	-	-
Sr Citizens Discount	-	-	-	-
Enrollment Seminars	-	-	-	-
Clep Testing Fees	-	-	190	7
Library Automation Fee	3,638	3,638	95,000	3,420
Clearing Other Special Enrollment	-	-	-	-
Records Fee	2,716	2,716	69,000	2,484
Parking Fees	300	300	17,000	612
Student Id Fee	1,352	1,352	15,500	558
Accident Shield Fee	2,815	2,815	46,000	1,656
Special Testing Fees	430	430	8,000	288
International Student Fee	-	-	2,000	72
Compliance Fee	2,676	2,676	68,000	2,448
Safety Fee	5,728	5,728	145,000	5,220
Other Student Fees	25,971	25,971	596,190	21,463
Total Tuition and Fees	234,431	(459,403)	5,728,340	206,220
Other Income	42,495	42,495	1,486,000	53,496
Total Revenue	816,261	122,427	13,367,807	739,687
<u>EXPENDITURES</u>				
Instruction	548,595	548,595	5,100,000	459,000
Research	-	-	-	-
Public Service	-	-	-	-
Academic Support	44,729	44,729	620,000	55,800
Student Services	173,021	173,021	2,100,000	189,000
Institutional Support	202,295	202,295	2,000,000	180,000
Physical Plant	195,462	195,462	2,350,000	211,500
Scholarships and Tuition Waivers	39,409	13,997	1,197,807	23,956
Total Expenditures	1,203,510	1,178,098	13,367,807	1,119,256
Total Revenue Over (Under) Expenditures	\$ (387,249)	(1,055,671)	\$ -	\$ (379,569)

Seminole State College
Auxiliary Summary Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	CURRENT MONTH	YEAR TO DATE	BUDGET	
			<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
<u>REVENUES</u>				
Contractual Food Service	\$ 13,201	\$ 13,201	\$ 775,000	\$ 16,275
Bookstore	45,006	45,006	1,220,000	18,300
Institutional Support	(8,184)	(8,184)	850,000	32,300
Seminole/Roesler Residential Centers	6,805	6,805	1,100,000	4,400
Student Activities	16,856	16,856	500,000	11,500
Total Revenues	73,684	73,684	4,445,000	82,775
<u>EXPENDITURES</u>				
Contractual Food Service	36,092	36,092	800,000	-
Bookstore	79,846	79,846	750,000	55,335
Institutional Support	23,238	48,650	1,300,000	20,800
Seminole/Roesler Residential Centers	61,402	61,402	1,000,000	85,803
Student Activities	2,542	2,542	200,000	3,200
Total Expenditures	203,120	228,532	4,050,000	165,138
Revenue Over (Under) Expenditures	\$ (129,435)	\$ (154,847)	\$ 395,000	\$ (82,363)

Seminole State College
Food Service - Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	ACTUAL		BUDGET	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Meals revenue	\$ 12,730	\$ 12,730	\$ 770,000	\$ 16,170
Other revenue	472	472	5,000	105
Total revenue	<u>13,201</u>	<u>13,201</u>	<u>775,000</u>	<u>16,275</u>
Supplies	-	-	3,000	-
Miscellaneous Expenditures	-	-	-	-
Contractual Service	33,976	33,976	759,000	-
Professional Services	2,116	2,116	13,000	-
Total expenditures	<u>36,092</u>	<u>36,092</u>	<u>775,000</u>	<u>-</u>
Net profit (loss)	<u>\$ (22,890)</u>	<u>\$ (22,890)</u>	<u>\$ -</u>	<u>\$ 16,275</u>

Seminole State College
Bookstore Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	ACTUAL		BUDGET	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Sales revenue	\$ 45,006	\$ 45,006	\$ 1,200,000	\$ 18,000
Other revenue	-	-	20,000.00	\$ 300
Total revenue	<u>45,006</u>	<u>45,006</u>	<u>1,220,000</u>	<u>18,300</u>
Purchase For Resale	<u>67,950</u>	<u>67,950</u>	<u>540,162</u>	<u>38,352</u>
Professional Salaries, F.T.	3,657	3,657	43,888	3,657
Classified Salaries, F.T.	4,350	4,350	60,150	5,013
Classified Salaries, P.T.	-	-	-	-
Student Wages	-	-	-	-
Fringe Benefits	3,889	3,889	65,000	5,417
Compensation expendiures	<u>11,896</u>	<u>11,896</u>	<u>169,038</u>	<u>14,087</u>
Travel	-	-	3,000	213
Supplies	-	-	10,000	710
Miscellaneous Expenditures	-	-	2,000	142
Contractual Service	-	-	24,800	1,761
Sponsorships	-	-	500	36
Postage	-	-	-	-
Motor Pool	-	-	500	36
Other expenditures	<u>-</u>	<u>-</u>	<u>40,800</u>	<u>2,897</u>
Total expenditures	<u>79,846</u>	<u>79,846</u>	<u>750,000</u>	<u>55,335</u>
Net profit (loss)	<u>\$ (34,840)</u>	<u>\$ (34,840)</u>	<u>\$ 470,000</u>	<u>\$ (37,035)</u>

Seminole State College
Housing - Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	ACTUAL		BUDGET	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Rental revenue - Dorms	\$ 5,850	5,850	\$ 1,090,000	4,360
Other revenue	955	955	10,000	40
Total revenue	<u>6,805</u>	<u>6,805</u>	<u>1,100,000</u>	<u>4,400</u>
Professional Salaries, F.T.	3,657.33	3,657	41,598	3,467
Professional Services	433.33	433	41,598	3,577.43
Professional Services	3,000.03	3,000	10,000	860.00
Fringe Benefits	2,444.10	2,444	32,135	2,677.92
Personnel expenditures	<u>9,535</u>	<u>9,535</u>	<u>125,331</u>	<u>10,582</u>
Travel	-	-	500	43
Supplies	-	-	99,969	8,597
Miscellaneous Expenditures	-	-	500	43
Lease Payments	45,475	45,475	600,000	51,600
Contractual Service	1,343	1,343	8,700	748
Utilities	5,049	5,049	165,000	14,190
Other expenditures	<u>51,867</u>	<u>51,867</u>	<u>874,669</u>	<u>75,222</u>
Total expenditures	<u>61,402</u>	<u>61,402</u>	<u>1,000,000</u>	<u>85,803</u>
Net profit (loss)	<u>\$ (54,597)</u>	<u>(54,597)</u>	<u>\$ 100,000</u>	<u>\$ (81,403)</u>

Seminole State College
Student Activities - Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	ACTUAL		BUDGET	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
Student activity fee	\$ 15,181	\$ 15,181	\$ 440,000	\$ 10,120
Cultural & recreation fee	1,675	1,675	60,000	1,380
Esports	-	-	-	-
Softball	-	-	-	-
Total Revenue	<u>16,856</u>	<u>16,856</u>	<u>500,000</u>	<u>11,500</u>
Athletic Administration	-	-	-	-
National Tournaments	-	-	108,600	1,738
Golf-Women	-	-	4,000	64
Golf-Men	-	-	4,000	64
Womens Soccer	-	-	19,000	304
Men's Basketball	1,604	1,604	8,700	139
Women's Basketball	-	-	1,700	27
Volleyball	-	-	8,000	128
Baseball	-	-	16,000	256
Softball	251	251	7,000	112
Esports	390	390	7,000	112
Student Government	297	297	2,500	40
Livestock Judging Team	-	-	-	-
PLC	-	-	13,500	216
SSC Aggie (AFAC)	-	-	-	-
Phi Theta Kappa (AFAC)	-	-	-	-
NASA (AFAC)	-	-	-	-
Student Nurse Association(AFAC)	-	-	-	-
Total Expenditures	<u>2,542</u>	<u>2,542</u>	<u>200,000</u>	<u>3,200</u>
Revenue Over (Under) Expenditures	<u>\$ 14,314</u>	<u>\$ 14,314</u>	<u>\$ 300,000</u>	<u>\$ 8,300</u>

Seminole State College
Institutional Support- Statement of Budgeted Revenues and Expenditures
For the Period July 1 through July 31, 2026

	ACTUAL		BUDGET	
	<u>CURRENT</u>	<u>YEAR-TO-DATE</u>	<u>ANNUAL</u>	<u>YEAR-TO-DATE</u>
<u>REVENUE</u>				
Student Service Fee	\$ 14,077	\$ 14,077	\$ 334,000	12,692
Infrastructure Fee	14,965	14,965	364,000	13,832
Student Fees	<u>29,042</u>	<u>29,042</u>	<u>698,000</u>	<u>26,524</u>
Other Income-Overpayment	(37,993)	(37,993)	120,000	4,560
ATM other non-revenue	-	-	-	-
Refunds / Reimbursements	1	1	1,000	38
Interest Income	664	664	15,000	570
Seminar fees	-	-	-	-
Vending maching commissions	102	102	1,000	38
Photocopy revenue	-	-	-	-
Repair and replacemnet, damaged property	-	-	-	-
Haney Center	-	-	8,500	323
Motor Pool	-	-	6,500	247
Other income	<u>(37,226)</u>	<u>(37,226)</u>	<u>152,000</u>	<u>5,776</u>
Total Revenue	<u>(8,184)</u>	<u>(8,184)</u>	<u>850,000</u>	<u>32,300</u>
<u>EXPENDITURES</u>				
Professional Salaries, F.T.	-	-	-	-
Classified Salaries, F.T.	-	-	-	-
Professional Services	2,500	2,500	174,000	2,784
Fringe Benefits	-	-	-	-
Personnel expenditures	<u>2,500</u>	<u>2,500</u>	<u>174,000</u>	<u>2,784</u>
Travel	-	-	1,000	16
Supplies	-	-	4,500	72
Miscellaneous Expenditures	12,009	12,009	100,000	1,600
Contractual Service	-	-	5,500	88
Postage	-	-	-	-
Housing and book scholarships	8,729	34,141	1,015,000	16,240
Haney Center	-	-	-	-
Total Expenditures	<u>23,238</u>	<u>48,650</u>	<u>1,300,000</u>	<u>20,800</u>
Total Revenue Over (Under) Expenditures	<u>\$ (31,422)</u>	<u>\$ (56,834)</u>	<u>\$ (450,000)</u>	<u>11,500</u>

Seminole State College
Restricted Funds - Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net</u>
PELL	\$ 95,686	\$ 96,128	\$ (442)
PELL Admin	-	-	-
SEOG	-	-	-
Direct Loans	6,598	6,598	-
College Work Study	3,447	3,447	-
SSC Foundation	-	-	-
Private Scholarships	27,330	12,543	14,787
Private Loans	2,000	-	2,000
Tribal Fest	-	-	-
Cherokee Student Grants	-	-	-
Sac & Fox Student Grants	3,200	-	3,200
Creek Tribe Student Grants	-	-	-
Shawnee Tribe Student Grants	-	914	(914)
Choctaw Tribe Student Grants	1,140	2,640	(1,500)
Citizen Pottawatomie Stud Grnt	2,300	3,440	(1,140)
Chickasaw Tribe Std't Grants	6,845	795	6,050
OHLAP	25,942	25,615	327
Misc Indial Tribal Grants	2,914	3,000	(86)
Seminole Tribe Student Grants	-	-	-
Oklahoma Tuition Aid Grant	-	-	-
Subtotal Financial Aid	<u>177,402</u>	<u>155,120</u>	<u>22,282</u>
Title III Engaging Students in Science	-	-	-
Ub Math/Science #2	21,317	19,993	1,324
Ub Math/Science #1	34,444	28,182	6,262
Upward Bound #2	41,218	27,019	14,199
Upward Bound #1	72,623	61,923	10,699
Talent Search West	6,451	5,643	808
Talent Search Central	26,483	26,871	(388)
Dream Catcher Gear Up	72,934	70,384	2,550
STEM Student Support	20,366	21,561	(1,195)
Student Support Serices	21,320	23,138	(1,818)
NASNTI Grant	31,291	23,665	7,626
Scholars for Excellence	6,866	6,445	421
NASNTI Grant Supplemental	-	-	-
NASNTI - Supplemental FY25	-	1,491	(1,491)
CONGRESSIONAL FUNDS - NURSING	-	-	-
GEER FUNDING - OSRHE	-	-	-
TANF	13,371	21,965	(8,594)
TANF - Ada	-	-	-
ARPA - NURSING	-	-	-
Carl Perkins	-	-	-
Subtotal Federal Grants	<u>368,684</u>	<u>338,281</u>	<u>30,403</u>
Care Bears	150	112	38
Nursing Student'S	56	-	56
Upward Bound #2 Fund Raiser	-	-	-
Upward Bound M/S Fund Raiser	-	-	-
SSS/STEM FUND RAISER	-	-	-
Ub Ms #2 Fund Raiser	-	-	-
VARIOUS GRANTS & STIPENDS	47,858	2,500	45,358
Upward Bound #1 Fundraiser	-	-	-
Global Studies	-	-	-
Subtoal Other Restricted	<u>48,064</u>	<u>2,612</u>	<u>45,452</u>
Total	<u>\$ 594,150</u>	<u>\$ 496,013</u>	<u>\$ 98,137</u>

Seminole State College
Campus Organizations - Statement of Revenue and Expenditures
For the Period July 1 through July 31, 2026

	<u>Revenue</u>	<u>Expenditures</u>	<u>Net</u>
VA REPORT FEE	-	140	(140)
ART FUND	-	-	-
FACULTY SENATE	-	-	-
SEMINOLE STATE AGGIE CLUB	-	419	(419)
SSC STUDENT PTA ASSOCIATION	297	-	297
NURSING STUDENTS MAILBOXES	-	-	-
UB #1 SUMMER FOOD PROGRAM	5,953	-	5,953
PHI THETA KAPPA	-	-	-
UBMS SUMMER FOOD PROGRAM	3,060	-	3,060
UB M/S #2 SUMMER FOOD PROGRAM	6,167	-	6,167
UB2 SUMMER FOOD PROGRAM	4,794	-	4,794
MLT BOC FEE	-	-	-
RESIDENTIAL DEPOSITS	4,820	-	4,820
PROFESSIONAL STAFF COUNCIL	287	-	287
CLASSIFIED STAFF ASSOCIATION	-	250	(250)
MU ALPHA THETA (MATH HONORS)	-	-	-
SIGMA KAPPA DELTA	-	-	-
BUSINESS & INDUSTRY	835	8,054	(7,219)
SHOTGUN SHOOTING TEAM	-	-	-
P.R.I.D.E.	-	-	-
MU ALPHA THETA - AFAC	-	-	-
PSI BETA - DEPOSITS	-	-	-
PSI BETA AFAC	-	-	-
FBLA AFAC	-	-	-
SIGMA KAPPA DELTA (AFAC)	-	-	-
ART CLUB - AFAC	-	-	-
PRIDE - AFAC	-	-	-
OTHER ORGANIZATIONS AND ACTIVITIES	4,093	4,171	(78)
	<u>\$ 30,307</u>	<u>\$ 13,034</u>	<u>\$ 17,272</u>

SAVE THE DATE

2026 REGENTS EDUCATION PROGRAM

In-Person Conference



OKLAHOMA STATE REGENTS
FOR HIGHER EDUCATION

Improving our future by degrees

**WEDNESDAY
OCT. 28, 2026**

**Presbyterian Health Foundation
Conference Center**

Colloquium Room

655 Research Parkway, Suite 100
Oklahoma City, OK 73104

*More information will be available
closer to the event date.*

*If you have questions, please contact
Payton Hamlin at phamlin@osrhe.edu.*



Regent Appointment Dates

Seminole State College

Regent Curtis Morgan

Appointed July, 2013

Term Expires July 1, 2020

Reappointment July, 2020

Term Expires July 1, 2027

Seminole State College

Regent Ryan Franklin

Appointed July, 2014

Reappointment July, 2021

Term Expires July 2028

Seminole State College

Regent Robyn Ready

Appointed July, 2022

Term Expires July 1, 2029

Seminole State College

Regent Haley Coates

Appointed April, 2026

Term Expires July 1, 2030

Seminole State College

Regent Teresa Burnett

Appointed July, 2024

Term Expires July 1, 2031

Seminole State College

Regent Mona Adkisson

Appointed July, 2025

Term Expires July1, 2032

Seminole State College

Regent David Hooten

Appointed July, 2026

Term Expires July1, 2033

BUSINESS TRANSACTIONS WITH COLLEGE

No member of the Board shall be employed upon any work to be performed in connection with Seminole State College, nor shall any member of said Board enter into any contract or business transaction involving a financial consideration with Seminole State College. [See Section 171, (b) of the Higher Education Code.]

OPERATING PROCEDURES - BYLAWS

The Board shall adopt and publish an official set of Bylaws in which the operating rules and procedures of the Board are set forth. The Bylaws should contain the dates and procedures for electing Board officers; the official duties of such officers; the regular meeting dates of the Board and procedures for calling special meetings; the official rules of order which shall govern the meetings of the Board; arrangements for keeping the official minutes of the Board; and other policies, rules, and regulations relating to the conduct of the Board's official business. The Bylaws should be kept current and should be published periodically.

BYLAWS AND RULES OF PROCEDURE FOR THE SEMINOLE STATE COLLEGE BOARD OF REGENTS

I. Organization of the Board

- A. At the first official meeting in July of each year, the Board shall elect from among its members a Chairman, Vice-Chairman, and Secretary.

To serve as chairman of the board, the regent have completed (if required) the Regents Education Program required by state statute, and be elected chairman at a public meeting of the board of regents by a majority vote of board members at a meeting for which a quorum has been declared.

The office of vice chairman will normally, unless otherwise specified by a majority of the board, be filled by the regent whose term will end prior to other members of the board exclusive of the chairman.

The office of secretary will normally, unless otherwise specified by a majority of the board, be filled by the regent whose term will next end after the vice chairman's.

(Adopted July 1992, Revised September 2022)

TITLE:

PROGRAM REVIEW

Background and Purpose

The OSRHE Policy 3.5 Statement on Academic Program Review states, ~~“At the two-year institutions, programs culminating in Associate of Arts and Associate of Science degrees are to be reviewed collectively instead of individually when there is no substantive major field of study.” Occupational/Technical degree programs are to be reviewed individually.~~

~~“OSRHE will systematically review all academic programs and determine the extent to which those programs are achieving their intended outcomes. The results of institutions’ review of educational programs in connection with this policy will be used at the campus level to make determinations about the quality and efficiency of instructional programs. The program reviews may also be used to assist the State Regents in decision making. Program reviews may be consolidated up to their major fields of study.”~~

SSC follows the OSRHE Academic Program Review Policy 3.5 in its entirety for all degree programs offered at the college. The following sections are taken directly from OSRHE policy (as of July 2026):

“[OSRHE 3.5.2] Program Review Standards:

The review will encompass all levels of degree programs. All degree programs in the State System are scheduled for review on a five-year cycle unless the institution’s Chief Academic Officer requests an alternative cycle based on the unique needs of a program.

Programs that are independently accredited may submit their program accreditation documents to fulfill the policy requirement for program review. These documents should be electronically sent to OSRHE staff in a timely manner.

At the core of the review process is the selection of criteria to be used in the evaluation. Both qualitative and quantitative criteria must be included in the review process. Careful collection and analysis of data is essential to the review process. The various criteria may be weighted differently for each program depending upon its objectives; the evaluation should make clear the relative weight given to the criteria by the institution.

[OSRHE 3.5.3] Program Review Criteria:

Analysis and assessment of program reviews should be determined from an institutional perspective using the Program Review Criteria or external accreditation standard criteria. The outcome of the qualitative and quantitative program review analysis shall be used to improve program

quality and student learning as outlined in this policy. This section is designed to provide sufficient flexibility to accommodate the differences existing among Oklahoma's public institutions while ensuring their program review processes meet consistent measures. Recommendations may include modifying, suspending, or deleting programs, as set forth in this policy.

These reviews should support but not duplicate HLC standards. Reviews created for the HLC may be submitted as supplemental material.

The minimum criteria listed below are designed to facilitate the analytical evaluation of the present goals and objectives, activities, outcomes, strengths and identify areas of improvement for the program.

A. Program Viability

Program viability refers to the activities and arrangements for insuring its continuing effectiveness and efficiency. To maintain its viability and relevance, a program must plan for the continuous evaluation of its goals, clientele served, educational experiences offered, educational methods employed, including the effective incorporation of technology, and the use of its resources. This vital principle or force can best be observed by examining the past and present initiatives to ensure the viability of the faculty, students, and program.

1. Program Objectives and Goals

Objectives should be written so that the need they address is clear; program outcomes can be assessed; and program clientele are specified. Program objectives and goals are extremely important not only because they guide the activities of the program but also because they provide the context for program assessment and planning.

2. Quality Indicators

Quality indicators may vary by institutional mission; however, institutions should measure the efforts and quality of their programs by: faculty quality, ability of students, achievements of graduates of the program, curriculum, academic resources, access to information technology resources including efficiencies and improved learner outcomes through appropriate use of this technology and appropriate use of instructional technology to achieve educational objectives, special services provided to the students and/or community, and other critical services. As appropriate, institutions should evaluate the program against industry or professional standards utilizing internal or external review processes. Institutions must provide specific documentation of student achievement. The documentation

should include programs outcomes assessment data consistent with the State Regents' Student Assessment Plan policy. Program quality may also be reflected by its regional or national reputation, faculty qualifications, and the documented achievements of the graduates of the programs. This includes a program self-review that provides evidence of student learning and teaching effectiveness that demonstrates it is fulfilling its educational mission.

If the program is delivered in an online modality, the documentation should include distance education quality standards listed in State Regents' Policy 3.17.

3. Minimum Productivity Indicators

The following are considered to be the minimum standards for degree program productivity (averaged over five years). Programs not meeting these standards may be identified for early review as low producing programs. Institutions will be notified of programs not meeting either one of the two standards listed below and other quantifiable measures in this section.

a. Degrees conferred:

Associate in Arts and	
Associate in Science	5
Associate in Applied Science	5

b. Majors Enrolled:

Associate in Arts and	
Associate in Science	25 head count
Associate in Applied Science	17 head count

4. Other Quantitative Measures

- a. The number of courses taught exclusively for the major program for each of the last five years and the size of classes for each program level listed below:

Associate in Arts and Associate in Science
Associate in Applied Science

- b. Student credit hours by level generated in all major courses that make up the degree program for five years.
- c. Direct instructional cost for the program for the review period.
- d. The number of credits and credit hours generated in the degree program that support the general

education component and other major programs including certificates.

- e. If available, information about employment or advanced studies of graduates of the program over the past five years.
- f. If available, information about the success of students from this program who have transferred to another institution.
- g. The comprehensive support function of the courses supporting the degree program may be used to determine whether an early program review is warranted.

The State Regents hold the authority to assess current programs with the aim of evaluating their pertinence, caliber, and necessity at any time.

[OSRHE 3.5.4] Low Productivity Review Process:

Academic programs that do not meet the minimum productivity standards listed in this policy will be identified and reported to the institutions for further analysis by the institution. Institutions may ask for exceptions under the conditions listed below.

B. Exceptions for Low Producing Programs

Continuation of low producing programs may be justified because of the subject matter, the students served, the educational methods employed, and the effect of the program's achievements on other institutions or agencies. These programs may be maintained at an institution if acceptable justifications are made. Exceptions for low productivity will be considered on the basis of adequate data and narrative to support the rationale to allow an exception to productivity requirements and other exceptions as noted below:

1. Liberal Arts and Sciences Programs. These liberal arts and sciences programs support the general education component and other degree programs, (e.g., Math, English, etc.).
2. Offline Programs. Programs scheduled for deletion or suspension.
3. Restructured Programs. These programs have undergone or are expected to undergo significant modifications to the curriculum that will increase the programs' viability and are expected to meet minimum productivity within a given time period.
4. Special Purpose Programs. The programs are designed to meet the special needs of the state and its constituents (e.g.,

Native American Studies, grant-funded programs).

5. **Data Discrepancies or Data Interpretations.** These programs appear on the low productivity report due to verifiable factual errors and can be verified by the submission of accurate data.
6. **No Cost/Justifiable Cost Programs.** Programs that require no additional cost or justifiable costs are not expected to meet minimum standards for productivity as listed in this policy.
7. **Collaborative Programs.** Programs offered collaboratively by more than one institution, where the combined productivity for both institutions meet the minimum productivity standards.

C. **Reporting:**

Programs identified for low productivity that are not granted an exception as allowed by 3.7.4.A must identify one of three plans of action as outlined below to increase productivity.

1. **Grow the program.** Institutions must provide a plan that outlines strategies for enhancing program productivity.
 - a. Institutions shall provide an annual status report on the strategies outlined in the plan.
 - b. Failure to bring the program to minimum productivity standards by the fifth year will require the institution to sunset the program.
2. **Collaborate.** Institutions must develop and submit plans to collaborate in innovative ways with other State System institutions.
 - a. Institutions shall provide an annual status report on the strategies outlined in the plan.
 - b. Failure to bring the program to minimum productivity standards by the fifth year will require the institution to sunset the program.
3. **Sunset the program.** Institutions must provide documentation of a plan to suspend or delete the program.

[OSRHE 3.5.5] Program Review Reports:

Although the length of a written evaluation can be expected to vary with the complexity of the program under consideration, a comprehensive analysis and assessment should be possible within ten or fewer pages. Each program review report must be submitted to the institutional governing board prior to submission to the State Regents and use the Program Review Form available of the OSRHE website. Programs with external accreditation can

submit their self-assessments digitally instead of using the Program Review Form. If there's a significant risk of losing the accreditation, the institution must provide the site team's report, any notices from the accrediting organization, and proof that the governing board has been informed.

D. State Regents' Review and Action

Upon review of the self-study or other program materials the staff may request additional information and will provide an annual summary of low producing programs to the State Regents.

E. Conducting the Review Process

Each institution will conduct program review processes and modify internal procedures to improve program review process effectiveness.

~~H. Purposes~~

~~According to the OSRHE "Policy Statement on Program Review", program review is the method by which the State Regents and institutions evaluate proposed and existing programs. The primary purposes of program review are:~~

- ~~1. To maintain and enhance the quality of instruction, research, and public service conducted at state colleges and universities.~~
- ~~2. To respond to existing and emerging social, cultural, scientific, and economic needs (including addressing the needs of business/industry).~~
- ~~3. To provide to citizens a variety of high-quality opportunities for intellectual growth.~~
- ~~4. To make programs commonly accessible to academically qualified citizens of the state.~~
- ~~5. To utilize the state's and the institution's resources effectively and efficiently.~~

~~For SSC, the goal of program review is to provide a valid tool for realistic long- and short-range planning which will lead to an appropriate and efficient use of state and institutional resources to meet the mission and goals of the College in ways which best serve the needs of existing and potential students.~~

~~-~~

~~Specific objectives of program review at SSC are:~~

- ~~1. To improve the quality of instructional programs at SSC.~~
- ~~2. To involve faculty, staff, and administrators in an open and valid assessment of academic programs.~~

~~3. To collect both quantitative and qualitative data on each program which will permit a valid program assessment.~~

~~4. To provide data for informed decisions with regard to program initiation, expansion, contraction, consolidation, termination, and reallocation of resources.~~

~~5. To assist in the development of comprehensive institutional short and long range plans.~~

~~III. Program Review Schedule and Responsibility~~

~~SSC will review all programs of study which lead to the awarding of a degree on an annual basis. The Vice President for Academic Affairs will examine each program's review packet in March of each year along with the appropriate Division Chair. Each of these individuals will make a recommendation on the future of the program under review and will provide the President with a final recommendation and supportive materials. The President of the College will monitor the program review process and modify internal procedures to improve the effectiveness of the process. Additionally, the President will prepare a Program Review Report on all programs every five years for submission to the OSRHE.~~

~~-~~

~~IV. State Regents' Review Process~~

~~-~~

~~According to the "Policy Statement on Program Review", VI, E., The State Regents' staff will review the respective institutions' program reviews. The staff may request additional information or evidence at this time from the home institution. Following the completion of the State Regents' staff review, an appropriate response will be made in writing to the institution's president.~~

~~In section VI, F., the "Policy Statement on Program Review" says— Each institution will monitor the program review process and modify internal procedures to improve its effectiveness. The State Regents' staff will monitor the overall process and suggest improvements as appropriate.~~

~~-~~

~~V. Criteria for Evaluation~~

~~A. Centrality of the Program to the Institution's Mission~~

~~The mission, along with the planning principles and goal statements, reveals the philosophical stance of SSC with respect to education and learning. The narrative on each program reviewed should address how the program is related to the mission of the College.~~

~~-~~

~~B. Vitality of the Program~~

~~Vitality refers to the activities and arrangements of a program for insuring its continuing effectiveness and efficiency. Vitality is measured by a program's plan of evaluation concerning its goals, clientele served, educational experiences offered, educational methods employed, and the use of its resources. Specific measurements of program vitality which should be addressed in the review include the following:~~

~~1. Quality Indicator~~

~~An assessment of program quality should include data on faculty quality, ability of students, achievements of graduate, the curriculum, library materials, special services provided to students and/or community, community input concerning quality (i.e. from employers, graduates, and/or advisory committees) and, if applicable, specialized accreditation and student success on license examinations.~~

~~2. Demand for the Program~~

~~Demand reflects the desire of people for what the program has to offer and the needs of individuals and society served by the program. Assessment of demand concerns the aspirations and expectations of students, faculty, administrations, and the various publics served by the program.~~

~~3. Effective Use of Program Resources~~

~~The resources used for a program determine, in part, the quality of the educational experiences offered and program outcomes. Resources include financial support (State funds, grants and contracts, private funds, student financial aid, etc.), library collections, facilities (including laboratory and computer equipment) support services, and the human resources of the faculty and staff. The efficiency of resources may be measured by cost per student credit hour, faculty/student ratio, and other measures as appropriate. The effective use of resources will be concerned in evaluating programs.~~

~~C. Uniqueness of the Program~~

~~Programs may be unique because of the subject matter treated, the students served, the educational methods employed, and the effect of the achievements of the program on other institutions or agencies. Such programs may be maintained at SSC even though high costs and/or low enrollments are experienced if acceptable justifications are made.~~

~~-~~

~~VI. Academic Program Review Committee—Responsibility and Membership~~

~~A. The Vice President for Academic Affairs is responsible to the president for conducting the academic program review process.~~

~~B. The APRC consists of the Division Chair of the Program being reviewed and the Vice President for Academic Affairs.~~

~~-~~

~~VII. Program Review Process~~

~~A. Call for Review~~

~~The Vice President for Academic Affairs will initiate the program review process by providing the necessary materials and instruction to commence data collection and the review of all instructional programs by the Division Chair.~~

~~B. Program Review Packet~~

~~The Division Chair, in collaboration with the program faculty, will complete all materials in the Program Review Packet on a semester basis. The materials contained in the Program Review Packet are listed in Part VIII of this document.~~

~~C. Program Review Timelines~~

~~The completed Program Review Packet, containing data on the previous summer, fall, and spring semesters, will be forwarded to the VPAA by the Division Chair no later than May 1.~~

~~The VPAA will present recommendations concerning the programs and supportive materials to the President by June 1.~~

~~The President will provide notice to the VPAA concerning agreement with, modification to, or disagreement with any program recommendation by June 15. Following such notification, and any appropriate conference with APRC, the Division Chairs will be notified of the final recommendations and may begin preparing their divisional goals and objectives for the upcoming year.~~

~~The Division Chairs, working with their faculty, will prepare program and (taken collectively) division goals, and objectives for the upcoming academic year based on the results of the program review. The goals and objectives are to be completed no later than May 10 or the end of the spring semester.~~

~~The Division Chairman, utilizing their division goals and objectives and the results of the program reviews, will present their budget requests for the upcoming year to the Administrative Council. The divisional goals and objectives, together with each division's budget request, will be used as a basis for revision of the Institutional Three-Year Development Plan.~~

~~D. Action of the President~~

~~The President will furnish the SSC Board of Regents with a report on the findings of the annual Program Review. Every five years, the President will forward a copy of all supportive materials and a narrative summary concerning the program review to the State Regents by June 30.~~

~~In years when program reviews are sent to the State Regents, the President will provide a report to the SSC Regents concerning any written comments by the State Regents. Should the State Regents specify recommendations and courses of action regarding any instruction program which have not been identified and acted upon by SSC, the President will prepare an institutional response for consideration by SSC Regents.~~

~~-~~

~~VIII. Content of the Program Review Report~~

~~Each program review shall contain the following information~~

~~A. Program Data~~

- ~~1. Program name~~
- ~~2. Division Responsible~~
- ~~3. Degree Awarded~~
- ~~4. Certificates (if any) Awarded~~
- ~~5. Curriculum (Prefix, Title, Credit Hours)~~
- ~~6. Credit hours required for degree and, if applicable, certificate(s)~~
- ~~7. Required discipline specific hours~~
- ~~8. Required supporting discipline hours~~
- ~~9. Required degree related hours~~
- ~~10. Required general education hours~~
- ~~11. Student Headcount (Broken down by gender, classification, marital status, and full or part time status)~~
- ~~12. Ethnic breakdown of students~~
- ~~13. Student Ages and average age~~
- ~~14. Student Income Levels~~
- ~~15. Veterans in program~~
- ~~16. Degrees held by students~~

~~17. Number of FTE faculty~~

~~18. Number of FTE students~~

~~Centrality of the Program to SSC's Mission~~

~~19. List the program goals and objectives and the College functions to which each is related. Program goals and objectives will be written so that the needs they address are clear, program outcomes can be assessed, and program clientele are specified.~~

~~20. Specific Educational Goals (Student outcome objectives stated in behavioral and measurable terms.)~~

~~21. Annual Program Goals and Objectives~~

~~B. Vitality of the Program—(1) Quality Indicators~~

~~1. Program faculty by name, experience, degrees, current course assignments, and course enrollments.~~

~~2. Program Student Faculty Ratio~~

~~3. Student Advisement Services Unique to the Program~~

~~4. Special Program Accreditation or Status~~

~~5. Placement Procedure for Graduates~~

~~6. Advisory Committee Members and Dates of Meeting this year~~

~~7. Program FTE History (Last three years)~~

~~8. Semester Attrition Rate~~

~~9. Number and Percentage of Students by ACT~~

~~10. Number and Percentage of Student by GPA~~

~~11. Number of program sophomores~~

~~12. Number of program freshmen~~

~~13. Freshman to sophomore year retention percentage~~

~~14. Number of graduates last semester; last academic year~~

~~15. Average GPA of graduate~~

~~16. Success rate of graduate on Licensing Examinations~~

~~17. Data on Graduates (Number continuing college studies, number employed in field related to education, number working in unrelated field, number unemployed, number no data is available.)~~

~~18-19. Statements on Graduate follow-up procedures~~

~~20. Transfer GPA Comparison~~

~~21. Library Resources available to support program~~

~~22. Instructional Equipment on hand~~

~~23. Instructional Facilities utilized.~~

~~-~~

~~C. Vitality of the Program—(2) Demand for the Program~~

~~1. Student Enrollment History by Discipline Specific Courses-~~

~~a. number enrolled~~

~~b. number withdrawing~~

~~c. percentage completing course~~

~~d. program student credit hours by semester~~

~~e. discipline specific student credit hours~~

~~f. program headcount~~

~~g. program FTE~~

~~-~~

~~D. Vitality of the Program—(3) Effective Use of Program Resources~~

~~1. Program Budget~~

~~a. supplies, travel, etc. expenditures for previous year and budget for current year~~

~~b. instructional salaries (full-time faculty and adjunct faculty, previous year and current year)~~

~~c. Program cost (total by student FTE)~~

~~2. Program Outcomes (Refer to items 14, 16, and 17 of Quality Indicators)~~

~~-~~

~~E. Uniqueness of the Program~~

~~Comment on any factors, supported by evidence listed above, that make the program unique, thereby allowing the college to continue to offer the program even though high costs and/or low enrollments are experienced.~~

~~F. Summary~~

~~1. The Division Chair and program faculty will provide a written summary of their program review in the format provided on the Program Summary forms provided. These forms allow for comments in three columns entitled:~~

~~Column 1: Strengths~~

~~Column 2: Weaknesses~~

~~Column 3: Suggested Solutions (Plans of Action)~~

~~A form must be completed for summary views on: Administrative Organization; Curriculum and Courses of Study; Facilities, Equipment, and Resources Utilized;~~

~~Faculty and Staff; Guidance and Student Services; Instructional Program; and Public and Employer Relations.~~

~~2. Recommendations concerning continuation/termination of program by the division chair and the Vice President for Academic Affairs.~~

~~3. President's Comments and Final Recommendations~~

~~4. Board of Regents and, if applicable, State Regents Recommendations.~~

DATE OF ADOPTION: September 17, 1998

LEGAL REFERENCE:

REVISION DATE(S): August 20, 2026

RELATED ADMINISTRATIVE RULES AND REGULATIONS _____

TITLE:

UNAUTHORIZED USE
OF COLLEGE PROPERTY/FACILITIES

Trespassing

Seminole State College buildings, grounds, equipment and supplies exist to serve the College's instructional mission. Individuals authorized to be on campus and use college facilities include students, employees and guests at events sanctioned by Seminole State College. The College assumes no responsibility for the supervision or the safety of uninvited campus visitors because such individuals have no legitimate purpose for being on campus. Uninvited campus visitors may be viewed as trespassers on College property and ordered to leave by any College administrator or other designated employees assisted, if necessary, by an SSC police officer. According to title 21 O.S. section 1376, the President, or his/her designee, shall have the authority to restrict the access to campus of any individual whose presence may disrupt the ability of the College to meet its academic mission. Anyone who is so restricted from campus who subsequently violates such restriction by returning to campus will be trespassing.

No person shall camp, establish temporary living quarters, or sleep overnight on College property without prior written authorization from the Vice President for Academic and Student Affairs. Violations of this provision may result in removal from campus and issuance of a campus trespass notice.

Unattended Minors

Should a student, employee or invited guest to the campus bring minor children on campus and leave them unsupervised at any campus location, the adult will be contacted and requested to remove the children from campus. College personnel cannot guarantee the safety of unsupervised youth. Students should not bring children to classes with them. Faculty reserve the right to ask a student to remove children and other visitors from the classroom at any time. Failure to comply by a student or employee may lead to disciplinary actions against the offending party.

DATE OF ADOPTION: September 17, 1998 LEGAL REFERENCE: 21 O.S. section 1376

REVISION DATE(S): August 20, 2026

RELATED ADMINISTRATIVE RULES AND REGULATIONS:

TITLE:

Service and Emotional Support/Assistance Animal Policy

I. Policy Statement

Seminole State College (or, the “College”) is committed to compliance with state and federal laws regarding individuals with disabilities, including but not limited to the Americans with Disabilities Act (“ADA”). All requests for emotional support/assistance animals should be directed to the ADA Coordinator’s Office; Walkingstick Student Services Building, 2701 Boren Blvd., Seminole, OK 74868.

The College will determine, on a case-by-case basis, and in accordance with applicable laws and regulations, whether the animal is a reasonable accommodation on campus. In doing so, the College must balance the needs of the individual with the impact of animals on other campus patrons. The College does not generally permit animals in campus buildings except as this policy accommodates.

II. Definition

Owner: The Owner is the student-resident who has requested the accommodation and has received approval to bring an Emotional Support Animal (ESA) into College housing.

Service Animal: A service animal is a dog (or miniature horse) that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disabilities. Examples of such tasks include but are not limited to:

- Assisting an individual with impaired vision to navigate
- Alerting individuals who are hard of hearing to the presence of people or objects
- Pulling a person's wheelchair
- Alerting the individual to take medications
- Providing assistance with stability or balance to an individual with a mobility disability
- Detecting and assisting a person during seizures

Other species of animals, whether wild or domestic, trained or untrained, are not service animals. In some cases, the College may permit miniature horses on campus on a case-by-case basis, consistent with applicable law.

The work or tasks performed by a service animal must be directly related to the individual's disability. When it is not obvious what service an animal provides, or when there is a reasonable basis to conclude that the animal might not be a service animal, staff may make limited inquiries. The College may ask these two questions: 1) is the dog a service animal that is required because of a disability, and 2) what work or task the animal has been trained to perform. Federal law does not require the individual to provide documentation that an animal has been trained as a service animal.

Service animals are permitted everywhere on campus that the animal may reasonably accompany a person with a disability. The College may on a case-by-case basis exclude the animal from laboratories or other areas where the presence of the animal may cause an unavoidable hazard, health risk, or where the animal's presence would fundamentally interfere with the service or instruction provided. The College will not require individuals with service animals to receive permission to have their animal with them on campus, nor will there be any pre-clearance requirement for the presence of the animal on campus. However, pursuant to the two-part inquiry above, reasonable documentation and/or demonstration of the animal's training may be requested.

Although not required, it is encouraged that any individual with a service animal contact the ADA Coordinator's Office. When it is not obvious that a dog is a service animal, or if there are additional questions, it is recommended that the individual contact the ADA Coordinator's Office to assist in the transition of the dog on campus.

The regulations provide that the College need not accommodate a service animal if it poses a direct threat to the health or safety of others, the owner cannot effectively control it, the animal has not been housebroken, or if it would fundamentally alter the nature of a service or program.

Emotional Support/Assistance Animal: Emotional support/assistance animals do not qualify as service animals. An emotional support/assistance animal is an animal that provides assistance or performs tasks for the benefit of a person with a documented disability - the animal is deemed necessary to assist, support, or provide service to people with disabilities. The College permits emotional support/assistance animals only within residential facilities and outdoors, and not within the remainder of campus buildings (e.g., dining facilities, library, academic buildings, athletic building and facilities, classrooms, labs, etc.). **The College will allow dogs or cats only. No other animals will be considered.**

For the requested accommodation to qualify as a reasonable accommodation, the requester must have a disability, and the accommodation must be necessary to afford a person with a disability an equal opportunity to use and enjoy Seminole State College housing. An animal qualifies as a reasonable accommodation if: (1) An individual has a disability, as defined in the Fair Housing Act or Rehab Act, (2) the animal is needed to assist with the disability, and (3) the individual who requests the reasonable accommodation demonstrates that there is a relationship between the disability and the assistance that the animal provides.

An emotional support/assistance animal is prescribed to an individual with a disability by a healthcare or mental health professional. Support/assistance animals provide specific functions for people with mental and emotional disabilities in the private setting of the home and are not generally allowed in the public spaces covered by the ADA.

III. Emotional Support/Assistance Animals in College Housing

Emotional support/assistance animals may not reside in Seminole State College housing without the express approval of college officials. An exception to the Animal and Pet Policy is granted for approved animals provided that their behavior, noise, odor, and waste do not exceed reasonable standards for a well-behaved animal and that these factors do not create unreasonable disruption for residents and other staff. Dangerous, poisonous, and/or illegal animals are not permitted. Such requests should be processed as follows:

- A. A person requesting an emotional support/assistance animal must provide the ADA Coordinator's Office with appropriate documentation at least 30 days before prospective housing is needed. The ADA Coordinator's Office requires a 30-day notice period to do its due diligence by gathering and verifying the necessary documentation for the student. This documentation includes but is not limited to: Emotional support animal registration form, verification of a disability from a health care provider, the determination of any conflicting disabilities in the immediate vicinity where the animal will be housed, and verification of all vaccinations and the health of the animal. If documentation is immediately available, the time for the approval process may be shortened.
- B. Documentation of the need for an emotional support/assistance animal must include the Request for Emotional Support Animal Health Care Provider form filled out by **the students current** Health Care Provider. This may be a physician, psychiatrist, or other mental health professional. **Documentation obtained from any online health care provider will not be accepted.** The provider should be familiar with the professional literature concerning the therapeutic benefits of assistance animals for people with disabilities. At a minimum, the letter should include the following items:
 - a. The provider's diagnosis of the person's condition
 - b. Date of onset of disability
 - c. Dates of care for this disability
 - d. Previous treatment strategies used to manage this diagnosis
 - e. Effect(s) the condition has on the student's ability to remain in student housing without the use of an emotional support/assistance animal
 - f. Description of the service(s) the animal will provide
 - g. Whether or not an emotional support/assistance animal is being prescribed for treatment purposes that are necessary to help alleviate symptoms associated with the person's condition and/or to help the person use and enjoy college housing

IV. When Seminole State College Housing Is Not Required to Make a Reasonable Accommodation

Seminole State College housing is not required to provide any reasonable accommodation that would pose a direct threat to the health or safety of others or if the presence of the assistance animal would (1) result in substantial physical damage to the property of others unless the threat can be eliminate or significantly reduced by a reasonable accommodation; (2) pose an undue financial and administrative burden; or (3) fundamentally alter the nature of the College's operations.

Requirements for assistance/service animals will be evaluated in the appropriate context of housing and are independent of the ADA regulations that are formulated to meet the needs of persons with disabilities in a different context and were adopted subsequent to the Department of Housing and Urban Development's regulations.

V. Requirements of Persons with an Emotional Support Animal

Health: The animal must be properly inoculated and free from diseases. All vaccinations must be current, and the animal must have an annual clean bill of health from a licensed veterinarian. The College reserves the right to request an updated verification at any time during the animal's residency.

You may not leave your dog unattended in your room for more than six consecutive hours, or other types of animals for more than 24 consecutive hours. Your animal must be removed from college premises during break periods (fall break, Thanksgiving, Christmas, spring break, summer, etc.) or any other time in which you are not physically on campus for longer than six consecutive hours if it is a dog and 24 consecutive hours for other types of animals. The animal must remain in your assigned residence hall room or outside being walked by the owner. Your animal may not reside in the room of another student in campus housing.

If the college is required to assume responsibility for the animal due to the illness or incapacitation of its owner and user, or because the student abandons the animal, all costs incurred by the college will be charged to the student's account.

Dwelling: The owner shall keep the animal properly restrained at all times and shall not permit the animal to be at large off the premises or room of the owner unless under the control of a competent person. If an animal is found running at large, the emotional support animal is subject to capture and confinement and immediate removal from College housing. At all other times the emotional support animal shall be kept in the residence. Emotional support animals may not be taken into buildings outside the assigned residence hall room/suite (e.g., dining facilities, library, academic buildings, athletic building and facilities, classrooms, labs, etc.). Emotional support animals shall be confined in an animal crate or carrier when alone in the residence. SSC personnel **will not** provide care or food for any emotional support animals including, but not limited to, removing the emotional support animal during emergency evacuation for events such as a fire alarm. Emergency personnel will determine whether to remove the emotional support animals if safe to do so and may not be held responsible for the care, damage to, or loss of the animal.

Under Control: The owner/keeper of the animal must always be in full control of the animal. The care and supervision of a service animal is solely the responsibility of the owner. It must be always contained within the private residential area/room, except when transported outside the private residential area in an animal carrier or controlled by leash or harness. Emotional support animals may not be left overnight in College housing to be cared for by any individual other than the Owner. If the Owner is to be absent from their residence overnight or longer, the emotional support animal must accompany the Owner except on College sponsored events.

Cleanup Rule: Owners are responsible for properly containing and disposing of all animal fecal waste.

a. Indoor animal waste, such as cat litter, must be placed in a sturdy plastic bag and tied securely before being disposed of in outside trash dumpsters. Litter boxes should be placed on

mats so that feces and urine are not tracked onto carpeted surfaces and changed daily.

b. Outdoor animal waste, such as dog feces, must be immediately retrieved by owner, placed in a plastic bag and securely tied before being disposed of in outside trash dumpsters.

c. For dogs and other animals requiring exercise and outside toileting, the animal may be walked on College grounds excluding athletic fields.

Odor: The owner is responsible for maintaining an acceptable odor of the approved animal.

Inspections: The owner's residence may be inspected for fleas, ticks or other pests as needed. The Housing Director or Manager will schedule the inspection, normally done during routine health and safety inspections. If fleas, ticks, or other pests are detected through inspection, the residence will be treated using approved fumigation methods by a college-approved pest control service. The owner will be billed for the expense of any pest treatment above and beyond normal required pest management.

Fines: All rooms must pass routine Health and Safety checks, as per college requirements. Failure to pass these will result in fines. Also, any noise complaint violations from the animal will be treated the same as others and the student will be fined. Continued nuisance may result in the animal no longer being able to be accommodated. A fine of \$100 per day will be implemented for any unauthorized animals found in residence halls.

VI. Request for Accommodations

Student requests for disability accommodations, including the request to have an Emotional Support Animal accompany a student on campus and in Seminole State College housing, are handled by the ADA Coordinator's Office Walkingstick Student Services Building, 2701 Boren Blvd., Seminole, OK 74868. A decision about whether a particular accommodation is reasonable is a fact-intensive, case-specific determination.

1. The owner must register their animal with the ADA Coordinator's Office through completing and signing the Animal Registration Form and providing all necessary documentation.

2. The owner is responsible for assuring that the approved animal does not unduly interfere with the routine activities of the residence or cause difficulties for students who reside there. Sensitivity to residents with allergies and to those who fear animals is important to ensure the peace of the residential community.

3. The owner is financially responsible for the actions of the approved animal including bodily injury or property damage, including but not limited to any replacement of furniture, carpet, window, or wall covering, etc. The owner is expected to cover these costs upon repair and/or move-out.

4. The owner is responsible for any expenses that are required due to costs incurred for cleaning which is above and beyond a normal cleaning or for repairs to College premises that are assessed after vacating the residence. The College shall have the right to bill the student account of the owner for unmet obligations.

5. The owner must notify the ADA Coordinator's Office in writing if the approved animal is no longer needed as an approved animal or is no longer in residence. To replace an approved animal the owner must file a new request for exception.

6. All roommates or suitemates of the owner must sign an agreement allowing the approved animal to be in residence with them. If one or more roommates or suitemates do not approve, either the owner and animal or the non-approving roommates or suitemates, as determined by the Housing Coordinator, may be moved to a more suitable location.

7. The Housing Director can relocate the owner and approved animal as necessary per current contractual agreements.

8. Owner agrees to continue to abide by all other residential policies. An exception to a policy that otherwise would prohibit having an animal does not constitute an exception to any other policy.

9. Any violation of the above rules may result in immediate removal of the animal from the College and may be reviewed through the Judicial Committee and the student will be afforded all rights of due process and appeal as outlined in that process.

10. Should the approved animal be removed from the premises for any reason, the owner is expected to fulfill his/her housing obligations for the remainder of the housing contract.

The College may require the individual to remove the Emotional Support Animal from College housing if:

1. the animal poses a direct threat to the health or safety of others;
2. the animal causes substantial property damage to the property of others;
3. the Owner does not comply with the Owner's Responsibilities set forth above; or
4. the animal or its presence creates an unmanageable disturbance or interference with the College community.

DATE OF ADOPTION: September 6, 2018

LEGAL REFERENCE: Fair Housing Act –
Sec. 800-820. [42 U.S.C. 3601 note]

REVISION DATE(S): May 18, 2023, March 26, 2026

RELATED ADMINISTRATIVE RULES AND REGULATIONS: _____

TITLE:

TITLE IX POLICY AND PROCEDURE

INTRODUCTION

Under Title IX of the Education Amendments of 1972:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance.

This Title IX policy is based on the Department of Education's Final Rule dated May 6, 2020. Developed to reaffirm these principles, this policy has been established to provide recourse for those individuals whose rights have been violated. It is intended to define community expectations and establish a mechanism for determining when those expectations have been violated.

Seminole State College (the "College") uses the preponderance of the evidence, also known as "more likely than not" as a standard for proof of whether a violation occurred. In campus grievance proceedings, the burden of proof is the responsibility of the College and not the parties involved. The College never assumes a responding party is in violation of College procedure. Campus grievance proceedings are conducted to take into account the totality of all evidence available, from all relevant sources. The College may address sexual harassment affecting its students or employees that falls outside Title IX's jurisdiction in any manner the school chooses, including providing supportive measures or pursuing discipline.

When responding to sexual harassment (e.g., by offering supportive measures to a complainant and refraining from disciplining a respondent without following a Title IX grievance process, which includes investigating formal complaints of sexual harassment), Title IX provides clear definitions so recipients, students, and employees clearly understand how a school must respond to sexual harassment incidents in a way that supports the alleged victim and treats both parties fairly. For purposes of Title IX, some definitions may vary from other similar definitions mandated by State and Federal legislation.

- **Complainant:** an individual who is alleged to be the victim of conduct that could constitute sexual harassment. This clarifies that any third party as well as the complainant may report sexual harassment. While parents and guardians do not become complainants (or respondents), Title IX expressly recognizes the legal rights of parents and guardians to act on behalf of parties (including by filing formal complaints) in Title IX matters.
- **Respondent:** an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.
- **Formal complaint:** a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the College investigate the allegation of sexual harassment and states:

- At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the school with which the formal complaint is filed.
- A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator under the Final Rule, and by any additional method designated by the school.
- **Document filed by a complainant:** a document or electronic submission (such as by e-mail or through an online portal provided for this purpose by the school) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or a party during a grievance process, and must comply with requirements for Title IX personnel to be free from conflicts and bias.
- **Supportive measures:** individualized services reasonably available that are non-punitive, non-disciplinary, and not unreasonably burdensome to the other party while designed to ensure equal educational access, protect safety, or deter sexual harassment. Title IX evaluates a school's selection of supportive measures and remedies based on what is not clearly unreasonable in light of the known circumstances, and does not second guess a school's disciplinary decisions, but requires the school to offer supportive measures, and provide remedies to a complainant whenever a respondent is found responsible. The Title IX Coordinator is responsible for offering and coordinating the implementation of supportive measures. Supportive measure services that are provided to either the complainant or the respondent be kept confidential unless disclosure is necessary to provide the service. These services will be offered as appropriate, as reasonably available, and without fee or charge.
 - Supportive measures may include: counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures.
- **Actual Knowledge:** notice of sexual harassment or allegations of sexual harassment to a recipient's Title IX Coordinator or any official of the recipient who has the authority to institute corrective measures on behalf of the recipient, or to any employee of an elementary and secondary school.
- **Dating Violence:** dating violence is committed by a person who is or has been in a social relationship of a romantic or intimate nature with another person. The existence of such a relationship shall be determined based on consideration of the following factors:
 - The length of relationship;
 - The type of relationship;
 - The frequency of interaction between the persons involved in the relationship.
- **Domestic Violence:** domestic violence is felony or misdemeanor crime of violence committed by a:
 - current or former spouse or intimate partner of the victim;
 - person with whom the victim shares a child in common;

- person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner;
 - person similarly situated to a spouse of the victim under the domestic or family violence laws of Oklahoma;
 - any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of Oklahoma.
- **Sexual Assault:** any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.
 - **Rape:** the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim;
 - **Sodomy:** Oral or anal intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent disability;
 - **Sexual assault with an object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity;
 - **Fondling:** the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity;
 - **Incest:** sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law;
 - **Statutory rape:** sexual intercourse with a person who is under the statutory age of consent.
- **Sexual Harassment:** conduct on the basis of sex that satisfies one or more of the following:
 - An employee of the College conditioning the provision of any aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct (quid pro quo);
 - Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the University's education program or activity;
 - Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct that explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or creates an intimidating, hostile, or offensive work environment;
- **Stalking:** stalking refers to one who engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.
 - Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

- Reasonable person means a person under similar circumstances and with similar identities to the victim.
- Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

INSTITUTIONAL RESPONSE EXPECTATIONS

Upon receiving a formal complaint, the College will respond in a way that is not deliberately indifferent when the College has actual knowledge. The College has actual knowledge if the Title IX Coordinator or any official who has authority to institute corrective measures on behalf of the recipient is informed. Regulations allow any person to report, but only Complainant, or Title IX Coordinator in limited cases, can initiate Formal Complaint

GRIEVANCE PROCESS

The College will provide a consistent, transparent grievance process for resolving formal complaints of sexual harassment. The College grievance process will:

- Treat complainants equitably by providing remedies any time a respondent is found responsible, and treat respondents equitably by not imposing disciplinary sanctions without following the grievance process.
- Provide remedies, which are required to be provided to a complainant when a respondent is found responsible, must be designed to maintain the complainant's equal access to education and may include the same individualized services as supportive measures; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.
- Require objective evaluation of all relevant evidence, inculpatory and exculpatory, and avoid credibility determinations based on a person's status as a complainant, respondent, or witness.
- Require Title IX personnel (Title IX Coordinators, investigators, decision-makers, people who facilitate any informal resolution process) to be free from conflicts of interest or bias for or against complainants or respondents.
- Training of Title IX personnel includes training on the definition of sexual harassment, the scope of the school's education program or activity, how to conduct an investigation, and grievance process including hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.
- Will ensure that decision-makers receive training on any technology to be used at a live hearing.
- Will ensure that decision-makers receive training on issues of relevance, including how to apply the rape shield protections provided only for complainants.
- Include a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
- Will ensure materials used to train Title IX personnel will be posted on the College website.

- Will ensure training materials will not rely on sex stereotypes.
- Will ensure training materials promote impartial investigations and adjudications of formal complaints of sexual harassment.
- Will ensure training materials will be maintained by the school for at least seven years.
- Include reasonably prompt time frames for conclusion of the grievance process, including appeals and informal resolutions, with allowance for short-term, good cause delays or extensions of the time frames.
- Describe the range, or list, the possible remedies the College may provide a complainant and disciplinary sanctions that may be imposed on a respondent, following determinations of responsibility.
- Will use the preponderance of the evidence standard for all formal complaints of sexual harassment (including where staff and faculty are respondents).
- Will not use, rely on, or seek disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.
- Will apply equally to both parties any provisions, rules, or practices other than those required by Title IX that the College adopts as part of its grievance process for handling formal complaints of sexual harassment. The College will evaluate the applicability of disability laws to the removal decision and consider the appropriateness of supportive measures in lieu of an emergency removal. The respondent will be provided with notice and an immediate opportunity to challenge the emergency removal.

EMERGENCY REMOVAL

In certain instances, an emergency removal action may be appropriate for the College to avoid a deliberately indifferent response. The College will conduct a prompt, individualized safety and risk analysis which must confirm there is an immediate threat to the physical health or safety of one or more individuals, who may be the respondent, the complainant, or any other individual such as a third-party witness.

INVESTIGATION

The College will investigate the allegations in any formal complaint and send written notice to both parties (complainants and respondents) of the allegations upon receipt of a formal complaint.

During the grievance process and when investigating:

- The burden of gathering evidence and burden of proof will be the responsibility of the College, not on the parties.
- The College will provide equal opportunity for the parties to present fact and expert witnesses and other inculpatory and exculpatory evidence.
- The College will not restrict the ability of the parties to discuss the allegations or gather evidence (e.g., no “gag orders”).
- Parties will have the same opportunity to select an advisor of the party’s choice who may be, but need not be, an attorney.

- The College will send written notice of any investigative interviews, meetings, or hearings.
- The College will send the parties, and their advisors, evidence directly related to the allegations, in electronic format or hard copy, with at least 10 days for the parties to inspect, review, and respond to the evidence.
- The College will send the parties, and their advisors, an investigative report that fairly summarizes relevant evidence, in electronic format or hard copy, with at least 10 days for the parties to respond.
- The College will dismiss allegations of conduct that do not meet the Title IX definition of sexual harassment or did not occur in a school's education program or activity against a person in the U.S. Such dismissal is only for Title IX purposes and does not preclude the school from addressing the conduct in any manner the school deems appropriate.
- The College will, in their discretion, dismiss a formal complaint or allegations therein if the complainant informs the Title IX Coordinator in writing that the complainant desires to withdraw the formal complaint or allegations therein, if the respondent is no longer enrolled or employed by the school, or if specific circumstances prevent the school from gathering sufficient evidence to reach a determination.
- The College will give the parties written notice of a dismissal (mandatory or discretionary) and the reasons for the dismissal.
- The College may, in their discretion, consolidate formal complaints where the allegations arise out of the same facts. Title IX protects the privacy of a party's medical, psychological, and similar treatment records by stating that schools cannot access or use such records unless the College obtains the party's voluntary, written consent to do so.

LIVE HEARING

The College will adhere to the Title IX requirement to provide a "live" hearing with cross-examination.

- At the live hearing, the decision-maker(s) must permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility.
- Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally.
- At the request of either party, the recipient must provide for the entire live hearing (including cross-examination) to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other.
- Only relevant cross-examination and other questions may be asked of a party or witness. Before a complainant, respondent, or witness answers a cross-examination or other question, the decision-maker(s) must first determine whether the question is relevant and explain to the party's advisor asking cross-examination questions any decision to exclude a question as not relevant.
- If a party does not have an advisor present at the live hearing, the College will provide, without fee or charge to that party, an advisor of the school's choice who may be, but is not required to be, an attorney to conduct cross-examination on behalf of that party. Advisors must be either professionals (e.g., attorneys or experienced advocates) or at least adults capable of understanding the purpose and scope of cross-examination.

- If a party or witness does not submit to cross-examination at the live hearing, the decision-maker(s) must not rely on any statement of that party or witness in reaching a determination regarding responsibility; provided, however, that the decision-maker(s) cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.
- Live hearings may be conducted with all parties physically present in the same geographic location or, at the College's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually.
- The College will create an audio or audiovisual recording, or transcript, of any live hearing.
- Title IX provides rape shield protections for complainants, deeming irrelevant, questions and evidence about a complainant's prior sexual behavior unless offered to prove that someone other than the respondent committed the alleged misconduct or offered to prove consent.
- If more than one decision-maker is utilized in a hearing, a majority decision of the three-person panel will stand as the final decision.

STANDARD OF EVIDENCE AND WRITTEN DETERMINATION

The College will utilize a preponderance of the evidence standard of evidence, also known as "more likely than not", for all formal complaints of sexual harassment whether the respondent is a student or an employee (including faculty member).

- The decision-maker (who cannot be the same person as the Title IX Coordinator or the investigator) must issue a written determination regarding responsibility with findings of fact, conclusions about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent, and whether remedies will be provided to the complainant.
- The written determination will be sent simultaneously to the parties along with information about how to file an appeal.

Range of Sanctions

Sanctions for violation of college regulations may include any one or a combination of the following:

1. Formal or informal warning and reprimands.
2. The imposing of specified restrictions.
3. Financial restitution to the appropriate party.
4. Fines
5. Loss of privileges, such as use of college facilities, visitation, and attendance at college functions, etc.
6. Conduct probation. When a student is placed on conduct probation, the student, the student's parents (if applicable), and the college President are notified. A second violation means that disciplinary action taken will be based on both violations. A student who is placed on indefinite conduct probation may petition the Vice President for Student Affairs to be removed from probation status not sooner than one calendar year from the date probation took effect. A record of conduct probation is kept in the student's file in the Admissions Office.

As a provision of conduct probation, the student may receive one or a combination of the following sanctions. They include:

- Participation in public performances, publications, events or activities sponsored by student campus organizations (except assignments required for coursework)
 - Attending or sponsoring college social functions
 - Holding an office in any student organization
 - Participation in athletics
 - Using a college vehicle
7. **Suspension.** A student may be suspended for a definite or indefinite period. Readmission to the college can be granted only by Vice President for Student Affairs. Suspension may be recorded on the student's transcript at the discretion of the Vice President for Student Affairs.
8. **Expulsion.** When a student is expelled, a record of this action is included in the student's permanent record in the Office of the Registrar. A student who is expelled will not be allowed to re-enter Seminole State College unless by permission of the President.

APPEALS

The College will offer both parties an appeal from a determination regarding responsibility, and from a school's dismissal of a formal complaint or any allegations therein, on the following bases: procedural irregularity that affected the outcome of the matter, newly discovered evidence that could affect the outcome of the matter, and/or Title IX personnel had a conflict of interest or bias, that affected the outcome of the matter. Appeals will not consist of meeting with the Complainant or Respondent, but solely a determination as to whether the request meets the grounds and is timely filed.

INFORMAL RESOLUTION

The College, at its discretion, may choose to offer and facilitate informal resolution options, such as mediation or restorative justice, so long as both parties give voluntary, informed, written consent to attempt informal resolution. Any person who facilitates an informal resolution must be well trained.

- The College will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to a formal investigation and adjudication of formal complaints of sexual harassment. Similarly, the College will not require the parties to participate in an informal resolution process and may not offer an informal resolution process unless a formal complaint is filed.
- At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.
- The College will not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

RETALIATION

The College adamantly prohibits retaliation of any kind. Charging an individual with code of conduct violations that do not involve sexual harassment, but arise out of the same facts or circumstances as a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX constitutes retaliation. The College will keep confidential the identity of complainants, respondents, and witnesses, except as may be permitted by FERPA, as required by law, or as necessary to carry out a Title IX proceeding. Complaints alleging retaliation may be filed according to a school's prompt and equitable grievance procedures. The exercise of rights protected under the First Amendment does not constitute retaliation. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a Title IX grievance proceeding does not constitute retaliation; however, a determination regarding responsibility, alone, is not sufficient to conclude that any party made a bad faith materially false statement.

TITLE IX COORDINATOR

The College Title IX Coordinator oversees compliance with all aspects of the sex/gender harassment, discrimination and misconduct procedure. The Coordinator reports to the Vice President for **Academic and** Student Affairs. Questions about this policy and procedure should be directed to the Title IX Coordinator or Vice President for **Academic and** Student Affairs. Anyone wishing to make a report relating to discrimination or harassment may do so by reporting the concern to the College Title IX Coordinator:

Title IX Coordinator
~~Assistant Athletic Director~~
Seminole State College
2701 Boren Blvd; Raymond Harbor Fieldhouse #3
Seminole, OK 74818
(405) 382-9541
~~Email: l.sewell@sseok.edu~~

The College Deputy Title IX Coordinator oversees compliance with all aspects of the sex/gender harassment, discrimination and misconduct procedure concerning employees. Anyone wishing to make a report relating to discrimination or harassment may do so by reporting the concern to the College Deputy Title IX Coordinator:

~~Jeanie Nix, Deputy Title IX Coordinator~~
~~Sponsored Programs Compliance Officer~~
Seminole State College
2701 Boren Blvd; Dan and Andrea Boren Bldg.
Seminole, OK 74818
~~(405) 382-9290~~ 405-382-9240
~~Email: j.nix@sseok.edu~~

Should any portion of the Title IX Final Rule, 85 Fed. Reg. 30026 (May 19, 2020), be stayed or held invalid by a court of law, or should the Title IX Final Rule be withdrawn or modified to not require the elements of this policy, this policy, or the invalidated elements of this policy, will be deemed revoked as of the publication date of the opinion or order and for all reports after that date, as well as any elements of the process that occur after that date if a case is not complete by that date of opinion or order publication. Should the Title IX Grievance Policy be revoked in this manner, any conduct covered under the Title IX Grievance Policy shall be investigated and adjudicated under the existing Code of Conduct or Employee Handbook.

DATE OF ADOPTION: 08/20/2020

LEGAL REFERENCE: Public Law 92 318, 86 Stat.
235 (June 23, 1972)

REVISION DATE (S): August 20, 2026

RELATED ADMINISTRATIVE RULES AND REGULATIONS: _____

