February 6, 2018

FROM: Gary D. Sandefur

Provost and Senior Vice President

SUBJECT: 2018 Summer Camps

Early each spring parents, teachers, and other individuals begin contacting Academic Affairs for information about summer camps for K-12 students to be held on the Oklahoma State University campus. In order to provide a central listing of information, for the past several years Academic Affairs compiled a master list of summer camps and posted the information on our website.

Beginning this spring, coordination of summer camps will be handled by Ms. Brenda Dawes, Associate Director, Academic Programs, Office of OSU Outreach with the Institute for Teaching & Learning Excellence. My office is, however, assisting with the request for information during this transition period. As such, it is requested that you or a representative furnish a listing of the camps being offered within your area(s) using the attached template, which includes the following information:

- Name of the camp;
- Camp dates;
- Target age group;
- Contact information for camp director/coordinator; and
- Location and website information.

You will note from the attached 2017 Summer Camps listing that OSU hosts camps that challenge younger students both intellectually and physically. From academic camps that focus on science and other subjects to athletic camps that focus on a specific sport, there is a camp for just about any interest. OSU takes the safety of these "campers" very seriously and provides training for all groups and any individual who will be working with minors while on the Oklahoma State campus. Under the Minors on Campus policy, also attached, OSU requires that all adults working with minors participate in university-approved training annually. The training focuses on appropriate interactions with minors and protecting minors from abusive emotional and physical treatment and the required reporting of incidents of improper conduct. Be sure to make this policy information available to all camp organizers from your area.

Please send updated camp information to Ms. Brenda Dawes (brenda.dawes@okstate.edu) no later than Monday, March 12, 2018, and contact Ms. Dawes directly if there are questions regarding this request and/or training for the Minors on Campus policy. Thank you for your assistance.
Please provide the following information about your upcoming camp for Spring and Summer 2018.

The OSU Outreach & Community Engagement central office is working to provide an updated list of OSU spring and summer camps. Please assist by providing the following camp details to Brenda.dawes@okstate.edu. Public camps will be posted on the OSU Outreach & Community Engagement website at https://outreach.okstate.edu. A master camp list will be helpful to faculty and staff as they select camp dates, make facility reservations, and arrange other camp activities. Additionally, it is important that OSU maintain up-to-date camp details in the case of inclement weather or other safety issues that may arise.

NAME OF CAMP ____________________________________________________________

CAMP DATES ____________________ CAMPER AGE GROUP _______________________

HOST DEPARTMENT _________________________________________________________

LOCATION (building(s) and other campus locations or attach a camp agenda with dates, times, locations)____________________________________________________________________

If your camp is not on the Stillwater campus, please provide the location address or attach camp agenda with dates, times, location.

___________________________________________________________________________

IS THE CAMP OPEN TO THE PUBLIC? Please circle Yes or No

HOW DO CAMPERS REGISTER? _______________________________________________

1. CONTACT INFO FOR CAMP DIRECTOR/COORDINATOR (required)

PHONE______________ SECOND PHONE ____________EMAIL ______________________

DEPARTMENT AND OFFICE LOCATION __________________________________________

2. CONTACT INFO FOR CAMP DIRECTOR/COORDINATOR (required)

PHONE______________ SECOND PHONE ____________EMAIL ______________________

DEPARTMENT AND OFFICE LOCATION __________________________________________

When your camp agenda is finalized, please email a copy to brenda.dawes@okstate.edu

I appreciate your assistance in helping OSU to provide a great central source of camp information.

Brenda Dawes Associate Director, Academic Programs 405-744-2161 or 744-1000

Outreach, Online Education, & Institute for Teaching and Learning Excellence

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