

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, May 22, 2024, NOC Enid

Regents Present: Brad Fox, Jami Groendyke, Mike Loftis, Jason Turnbow, and Michael Martin.

Employees Present: Diana Watkins, Anita Simpson, Sheri Snyder, Dr. Rick Edgington, Jason Johnson, Jeremy Hise, Dr. Marsh Howard, Scott Cloud, and Denise Bay.

1. **Call to Order.** Chair Brad Fox called the meeting to order at 2:00 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted. Quorum was declared present.
2. **Introduction of visitors, guests, and/or speaker.** Pam Keeler, Academic Affairs Assistant, Mick Keeler, Community member, Assistant Attorney General, Whitney Herzog Scimeca and Sohail Punjwani, Alan Foster, NOC Athletic Director.
3. **Reciting of the Northern Oklahoma College Mission Statement.** Northern Oklahoma College, the State's first public community college, is a multi-campus, land-grant institution that provides high quality, accessible, and affordable educational opportunities and services which create life changing experiences and develop students as effective learners and leaders within their communities and in a connected, ever-changing world.
4. **Public Comments.**

BOARD ACTIONS

5. **Vote to approve minutes.**
 - The minutes of the Wednesday, April 24, 2024 meeting were approved on the motion of Regent Turnbow as seconded by Regent Loftis. Voting aye were Regents Groendyke, Loftis, Turnbow, and Fox.
6. **2024-2025 NOC Board of Regents Meeting Dates.**
 - Diana Watkins asked the Board to consider approval of the 2025 NOC Board of Regents meeting dates. On the motion of Regent Loftis as seconded by Regent Groendyke, the Regents voted to approve the 2025 NOC Board of Regents meeting dates. Voting aye were Regents Groendyke, Loftis, Turnbow, and Fox.

(Regent Martin entered the meeting at 2:30 p.m.)

7. **Exchange for Service Agreement.**

- Ms. Sheri Snyder reviewed the Exchange for Services Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. On the motion of Regent Loftis, as seconded by Regent Groendyke, the Regents approved the Exchange for Services Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

8. **Resource Agreement to Support Development Activities.**

- Ms. Snyder presented for approval the Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. to allocate resources to Support Development Activities for the Friends Raising/Fundraising Support Fund and the Community Stakeholder Relations Support Fund. On the motion of Regent Loftis as seconded by Regent Turnbow the Regents voted to approve the Resource Agreement to Support Development Activities. Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

9. **Group Three Trustee(s) of the Northern Oklahoma Foundation, Inc.**

- On the motion of Regent Groendyke as seconded by Regent Turnbow, the Regents voted to approve the removal of the following Group Three Trustee(s) from the Foundation Board; Mr. Peter Dillingham as presented. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

10. **Gift Fees Policy (Formerly Fund Management Fees Policy).**

- Ms. Sheri Snyder presented for approval the Gift Fees Policy. This policy, which was previously known as the Fund Management Fees Policy, states that the revenue generated from gift fees is directly related to the Foundation's operational costs. It is necessary for effective fund management to have financial resources to cover the cost of systems and data management support, hardware and licenses, processing, managing, implementing, and accounting for donated funds. On the motion of Regent Turnbow as seconded by Regent Loftis, the Regents voted to approve the Gift Fees Policy. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

11. **Spending Policy.**

- Ms. Sheri Snyder presented for approval the Spending Policy. On the motion of Regent Groendyke as seconded by Regent Turnbow, the Regents voted to approve the Spending Policy as presented. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

12. **Investment Policy.**
 - Ms. Sheri Snyder presented recent policy revision(s) and additions to the Northern Oklahoma College Foundation, Inc. Investment Policy for approval. On the motion of Regent Turnbow as seconded by Regent Loftis, the Regents voted to approve the Investment Policy as presented. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.
13. **Gift Acceptance Policy.**
 - Ms. Sheri Snyder presented recent policy revision(s) and additions to the Northern Oklahoma College Foundation, Inc. Gift Acceptance Policy for approval. On the motion of Regent Loftis as seconded by Regent Groendyke, the Regents voted to approve the Gift Acceptance Policy as presented. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.
14. **Institutional Fundraising Policy.**
 - Ms. Sheri Snyder presented recent policy revision(s) and additions to the Northern Oklahoma College Foundation, Inc. Institutional Fundraising Policy for approval. On the motion of Regent Groendyke as seconded by Regent Loftis, the Regents voted to approve the Institutional Policy as presented. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.
15. **Rates for Residential Rental Properties, Facility Rental Fees and Faculty Usage Fees.**
 - Ms. Simpson presented for approval proposed rate increases for residential rental properties, facility rental fees, and facility rental fees effective July 2024. On the motion of Regent Turnbow as seconded by Regent Loftis, the Regents approved increased rates for residential rental properties, facility rental fees, and facility usage fees effective July 2024. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.
16. **Room and Board Rates.**
 - Ms. Simpson requested approval of the Residence Hall Room and Board Rates for the Fall 2024 and Spring 2025 semesters with a 5% increase for double occupancy in residence halls at both campus locations. On the motion of Regent Martin as seconded by Regent Groendyke, the Regents approved Board Rates for Fall 2024 and Spring 2025 semesters. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.
17. **Monthly Financial Report.**
 - Ms. Simpson presented for approval the monthly financial report dated April 30, 2024. On the motion of Regent Turnbow as seconded by Regent Martin, the Regents approved the monthly financial report as presented. Voting aye were Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

18. **Monthly Purchase Report.**

- Ms. Simpson presented May 2024 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Roof Replacement – Elliot - Goulter Residence Hall; Leo's Roofing and Remodeling - \$33,000.00; Funding Source: Auxiliary Funds. (#II.) 50 HP Desktop Computers – Testing Centers & Classrooms – All Campuses, IT Outlet, Inc. - \$60,000.00; Funding Source: Capital Funds, TIPS Contract. (#III.) Wilkin Hall Roof Replacement, American Roofing & Construction - \$219,698.83; Funding Source: Capital Funds, Sole Source – Emergency. On the motion of Regent Turnbow as seconded by Regent Groendyke, the Regents approved May 2024 Monthly Purchases. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

19. **Monthly Allocations Report.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer & Networking – Tonkawa - \$40,000.00, Computer & Networking – Enid - \$25,000.00, Computer & Networking – Stillwater - \$25,000.00, Computer Hardware, Software, Licenses & Fees - \$20,000.00, Renovation of Campus Buildings – Tonkawa - \$220,000.00. On the motion of Regent Turnbow as seconded by Regent Martin, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$330,000.00 as presented. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

20. **Vote to go into Executive Session.**

- On the motion of Regent Martin as seconded by Regent Groendyke, the Regents approved to go into Executive Session. Voting aye were Regent Groendyke, Loftis, Martin, Turnbow, and Fox.

21. **Executive Session.**

- Executive Session pursuant to Title 25, Oklahoma Statutes 307 (B)(1), for the purpose of discussing the employment, hiring, and appointment (including evaluating Candidates and compensation), for the position of President of Northern Oklahoma College.
 - a. Vote to enter into Executive Session.
 - b. Executive Session under 25 O.S.2011, 307(B)(1).
 - 1. Employment, hiring, and appointment including compensation and evaluation of Candidates B, C, and E for the position of President for Northern Oklahoma College.

22. **Vote to return to open session.**

- On the motion of Regent Turnbow as seconded by Regent Loftis, the Regents voted to return to open session. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

23. **Vote to approve/disapprove items discussed during Executive Session.**

- On the motion of Regent Turnbow as seconded by Regent Loftis, the Regents approved the hiring of Diana Watkins as President of Northern Oklahoma College pending administrative paperwork. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox.

INFORMATION TO THE BOARD

24. **Administrative Comments.**

- Diana Watkins reported that 35 students have completed their degrees through the Reach Higher Program from the State Regents' office. She also mentioned that NOC Tonkawa will host a Math Workshop on campus this summer.
- Sheri Snyder noted that Kerri Gray, Scholarship Director submitted the Concurrently Enrolled High School Seniors and Juniors Institutional Reporting Form to the State Regents at the beginning of April.
- Jeremy Hise stated that four Enid High School students and one Drummond High School student earned degrees from NOC as part of the Dual Credit to Degree Program. 12 other students are currently in the program.
- Dr. Rick Edgington reviewed the Summer and Fall 2024 Preliminary Enrollment Report dated May 22, 2024, noting that headcount and credit hours are both up by 8%.
- Anita Simpson stated that she participated in the College Association of Liability Management (CALM) Annual meeting at UCO on May 9th. NOC received FY2024/25 Workers' Compensation premium total of \$82,519 which decreased \$4,026 or -4.66%.
- Marsh Howard noted that OSU Enrollment began May 24th and met with the OSU Energy Management & OSU Physical Plant/Facilities to discuss summer schedule changes and monitoring efficiency over the summer.

25. **President's Update.**

- Diana Watkins expressed her excitement for the upcoming school year and thanked the Executive Council for their hard work. She also appreciated the Finance Department's diligence in preparing for meetings concerning the 2024-2025 Budget.

26. **Regents' Comments.**
- No comments to report.
27. **Other Reports.**
- ***Personnel Changes.*** Ms. Anita Simpson reported nine resignations.
 - ***Wrestling Update:*** Alan Foster provided a brief update on the Men's and Women's Wrestling program set to commence in the Fall of 2024. He mentioned that 41 men and 23 women have committed to be a part of NOC Wrestling this fall.
28. **Recommendation for Faculty Re-employment 2023-2024.**
- Diana Watkins reviewed the Faculty Intent to Rehire list.

ROUTINE AND OTHER

29. **New Business.**
30. **Items for the next agenda.** Wrestling Proposal
31. **Announcement of next scheduled meeting:** The next regular scheduled meeting is Wednesday, June 19, 2024, at 2:00 p.m., President's Large Conference Room on the Tonkawa campus.
32. **Adjournment.** – Motion made at 3:47 p.m. to adjourn by Regent Loftis as seconded by Regent Turnbow. Voting aye were Regents Groendyke, Loftis, Martin, Turnbow, and Fox,


CHAIR


MEMBER


VICE CHAIR

MEMBER


SECRETARY