

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Tuesday, October 24, 2017, NOC Tonkawa

Regents Present: Chair Stan Brownlee, Jeff Cowan, Dale Dewitt, and Chad Dillingham.

Employees Present: Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Jason Johnson, Dr. Shannon Cunningham, Dr. Rick Edgington, Dr. Pamela Stinson, Dr. Ed Vineyard, Larry Dye, Scott Cloud, Jeremy Hise, and Denise Bay.

1. **Call to Order.** Chair Stan Brownlee called the meeting to order at 1:00 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted.
2. **Introduction of visitors, guests, and/or speaker.** Mr. Juan de Castillo and Ms. Lauren Robb, Coaches of Ladies Mavericks Soccer Team.
3. **Reciting of the Northern Oklahoma College Mission Statement.** Northern Oklahoma College, the State's oldest 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. **Vote to approve minutes.** The minutes of the Wednesday, September 20, 2017, meeting were approved on the motion of Regent Dillingham as seconded by Regent Cowan. Voting aye were Regents Brownlee, Cowan, Dewitt, and Dillingham.

INFORMATION TO THE BOARD

5. **Regents' Comments.** Regent Dillingham thanked Dr. Evans and Dr. Ed Vineyard for giving Regent Brownlee and him the opportunity to attend the Enid Marketing Roundtable discussions. Regent Dillingham spoke of some ideas he received from the Enid Marketing Roundtables that could help increase the number of students on all campuses. He would like to see a cost estimate on the cost of sending a mailing or post card to all juniors and seniors in the surrounding area schools highlighting the quality, value, and cost of NOC. He stated that parents need to receive this information as well once or twice a year. Dr. Evans stated that the ACT student name list is something NOC has purchased due to the fact that it shows the list of students who are interested in college. She stated that now all students have to take the ACT and the state government will pay for one test either their junior or senior year. Dr. Evans reported that she would like to use a 75 mile radius when doing a mailing. Dr. Edgington stated that this will be the first year to have access to all seniors through the ACT names list. Regent Dillingham stated that this will give them the opportunity to get ideas to help enhance enrollment opportunities not just in Enid but in surrounding locations.

6. **Administrators' Updates.**

- a. Ms. Anita Simpson reported that the External Audit has been received and that once everything has been finalized it will be sent to the State electronically. She stated that the audit should come back clean with no findings. The report is due by October 31, 2017.
- b. Ms. Sheri Snyder reviewed upcoming activities and provided brochures and flyers to the Regents. The 2017-2018 Presidential Partners Program campaign was mailed to alumni and friends of the college on September 21. Ms. Sheri Snyder invited all the Regents to come support the Concert in the Chapel on October 29. Proceeds from the fundraiser will support the restoration of the Bivins Chapel organ in Enid. A flyer for the 2017 Fall Lectureship was also given to all Regents.
- c. Dr. Rick Edgington stated that the spring and summer enrollment has opened up and is off to a good start with 133 students enrolled. He shared that late eight week classes began this week for the fall semester. Dr. Edgington also reported on the effect that being required to eliminate the cooperative alliance programs has had on enrollment numbers. Since 2015, NOC is down 200 students and most of them are from Autry Technology Center attending NOC Enid while finishing their general education courses. He reported that normally we would have around 60 students in the allied health program, 20 in the drafting program, 40 in the Information Technology program, and 10 in the Business program. Dr. Evans stated that Dr. Edgington and Dr. Pam Stinson are working hard with individual Career Techs on trying to find solutions to incorporate single programs, such as the Respiratory Care program through Autry Technology Center while instilling the new HLC external rules.

7. **President's Update.**

- a. Dr. Evans stated she was very proud of how the PLC students conducted themselves on their Washington D.C. trip and the sponsors did a great job.
- b. Dr. Evans reported that the House Vote was today, but that it does not appear that the vote would be resolved.

8. **Other Reports.**

- a. ***Personnel Changes.*** Ms. Anita Simpson reported two resignations/terminations since the September meeting. There was also three new hires altogether for all three campuses.
- b. ***Stillwater Facility Update.*** Dr. Shannon Cunningham, VP for NOC Stillwater Campus, was very pleased with the Topping Out Ceremony for the NOC Stillwater Classroom Building on October 9. She also stated that the structural steel is up and the interior walls to the second floor are going up this week. She stated everything is on track, on time and under budget.

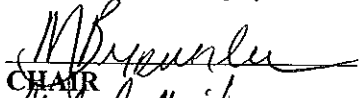
9. **The New Criteria for Accreditation.** Dr. Pam Stinson shared an overview of criterion 2 evidence to be submitted as part of the Feb. 26-27 HLC reaccreditation visit. Criterion two deals with integrity in financial, academic, personnel, and auxiliary functions, and NOC demonstrates this integrity through such examples as policies and procedures for avoiding conflicts of interest in board votes, academic integrity guidelines, and transparency in program information. The full draft of criterion two was posted for review and comment.

BOARD ACTION

10. **Proclamation to NOC Lady Mavericks Soccer Team.** Regent Brownlee read a proclamation honoring the NOC Lady Mavericks Soccer team and Coaches for being NJCAA National Academic Team for the 2016 – 2017 school year. Dr. Evans congratulated them on their academic achievement. On the motion of Regent as seconded by Regent Cowan, the Regents voted to approve the proclamation to the NOC Lady Mavericks Soccer Team as NJCAA National Academic Team as 2016-2017 school year. Voting aye were Regents Cowan, Dillingham, DeWitt, and Brownlee.
11. **Monthly Financial Report.** Ms. Simpson presented for approval the monthly financial report dated September 30, 2017. On the motion of Regent Dillingham as seconded by Regent Cowan, the Regents approved the monthly financial report as presented. Voting aye were Regents Cowan, DeWitt, Dillingham, and Brownlee.
12. **Monthly Purchases.** Ms. Simpson presented October 2017 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Fiber/Conduit Installation – NOC Stillwater Building, TSC-Telco Supply Co - \$135,415.45; Funding Source: Capital Funds (SW Contract 1030). (#II.) Instructional Furniture – NOC Stillwater Building, Aspen Custom Electronics, Inc. - \$99,761.69; Funding Source: Capitol Funds (OU Contract R10122-10). (III.) Data Closet – NOC Stillwater Building, IT Outlet, Inc. - \$80,318.84, CDW-G - \$128,580.19; Funding Source: Capitol Funds (State Regents Contract C1502). (IV.) NASNTI Grant Consultation – Annual Fee Year 2, Ramona Munsell & Associates Consulting Inc. - \$33,249.00; Funding Source: E&G Funds (Sole Source). (V.) Security Cameras – NOC Stillwater Building, Shotrock, LLC - \$47,119.19; Funding Source: Capitol Funds (Sole Funds). On the motion of Regent as seconded by Regent DeWitt, the Regents voted to approve the October 2017 Purchases Report. Voting aye were Regents Cowan, DeWitt, Dillingham, and Brownlee.
13. **Monthly Allocation Requests.** Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Software Fees & Licenses – \$20,000.00, Purchase of Enid Campus – \$20,000.00. On the motion of Regent Dillingham as seconded by Regent Cowan, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$40,000.00 as presented. Voting aye were Regents Cowan, DeWitt, Dillingham, and Brownlee.
14. **Purchase of Real Estate.** Dr. Evans asked for approval to negotiate with a Real Estate Broker on a piece of property for sale at 1006 East Grand, Tonkawa, OK adjacent to the south west parking lot of the school. On the motion of Regent DeWitt as seconded by Regent Dillingham, the Regents approved the purchase of Real Estate at 1007 East Grand, Tonkawa, OK. Voting aye were Regents DeWitt, Dillingham, and Brownlee.

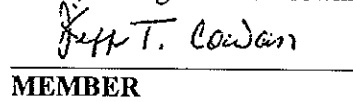
ROUTINE AND OTHER

15. **New business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of the agenda."
16. **Items for next agenda.** Regents Retreat
17. **Announcement of next scheduled meeting:** Wednesday, November 15, 2017, at 1:00 p.m., in the Cowboy Mall – Room 175, Stillwater Campus. Lunch will be served at 12:00 p.m. in the Atrium/Sunroom, Cowboy Mall.
18. **Adjournment.** Motion made at 2:10 p.m. to adjourn by Regent Cowan as seconded by Regent Dillingham. Voting aye were Regents Cowan, DeWitt, Dillingham and Brownlee.


CHAIR


VICE CHAIR


SECRETARY


MEMBER

MEMBER