

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, December 16, 2015, 2:00 p.m.

Northern Oklahoma College

1220 E. Grand, Vineyard Library-Administration Building

President's Conference Room, Tonkawa

Regents Present: Chair Linda Brown, Vice-Chair Tom Dugger, Jeffrey Cowan, and Keith James.

Employees Present: Dr. Cheryl Evans, Dr. Shannon Cunningham, Dr. Ed Vineyard, Dr. Pamela Stinson, Dr. Rick Edgington, Anita Simpson, Jason Johnson, Sheri Snyder, Larry Dye, Shannon Mair, and Marjilea Smithheisler.

1. **Call to order.** Chair Linda Brown 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.
2. **Introduction of visitors, guests, and/or speaker.** Candice Rodd, NOC Alumni student representative, shared about her experience as a Native American student at NOC and her challenges balancing family, school, and work demands.
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 November 23, 2015 meeting were approved on the motion of Regent Dugger as seconded by Regent Cowan. Voting aye were Regents Cowan, Dugger, James, and Brown.

INFORMATION TO BOARD:

5. **Regents' Comments.** Chair Linda Brown commented that the Chancellor's briefing held earlier that day was very informative. She also mentioned the NOC student that spoke at the briefing did an excellent job representing the college.
6. **Administrators' Update.**
 - Dr. Rick Edgington reviewed the Spring 2016 Preliminary Enrollment Report dated December 16, 2015.
 - There is an overall enrollment increase of 5% from this date a year ago and credit hours also increased by 6%.
 - NOC Retention Specialists are calling those students that have not reenrolled to determine why they have not reenrolled, and inquire if they have filed for financial aid.
 - Ms. Sheri Snyder announced two Distinguished Alumni winners have been selected. The Alumni Banquet and Hall of Fame induction ceremony will be April 9 at 5 p.m. at the Renfro Center. Winners selected are:
 - Dr. Gordon Laird, D.O., Morrison, OK – Class of 1962; A.S. – Pre-Med
 - M. Scott Carter, Oklahoma City – Class of 1983; A.A. – Journalism
 - Ms. Anita Simpson updated the board that a committee has been meeting with GH2 Architects concerning interior renovations to Central Hall. There will be a mandatory pre-bid conference on January 5, 2016 and bid opening on January 14, 2016. Preliminary estimates are higher

than initially anticipated due to cost escalations for replacement of windows, elevator and classroom positioning for space accommodations, bathroom renovations. Dr. Cheryl Evans commented that this is the institution's first building, and it is important to keep in mind its historical significance.

7. **President's Update.** Dr. Cheryl Evans shared that cost cutting measures will continue to be an area of focus. NOC will have a mid-year reduction, and meetings have been held to identify further possible reductions. NOC students and faculty have left for winter break, and NOC staff begin their break December 21. Students return for the spring semester January 11.
8. **Other Reports.**
Personnel Actions – Ms. Anita Simpson reported a HVAC Technician was recently hired in Enid. Sara Mata who was the Coordinator of International Students recently resigned. Dr. Cheryl Evans shared that gaps were identified, and the job description for this position is being rewritten. The position will now be called Diversity Officer and will include duties of the International Studies Coordinator, and it will continue to be an institution-wide position. She emphasized this position is critical to address needs of our international student body. Dr. Evans also shared that a hiring freeze is in effect for the college, and every position opening will be individually evaluated.
9. **The New Criteria for Accreditation.** Dr. Pam Stinson shared about the third and fourth areas of Criterion 1 (1.C and 1.D) of the Higher Learning Commission's review and focus of how we are evaluated:
We understand the relationship between our mission and the diversity of society:
1.C. We address our role in a multicultural society.
1.D. Our processes and activities reflect attention to human diversity as appropriate within our mission and for the constituencies we serve.
10. Dr. Pam Stinson reported that recent demographic comparisons of enrollment data vs. U.S. Census Bureau data reflect NOC has a higher percentage of Native Americans and African Americans than the regions which we serve. We have lower populations, however, of Asian and Latino students. HLC reviewers will look at the diversity of our population in relation to the communities we serve as well as whether our enrollment, marketing, and employee recruitment practices encourage the diversity we value. The new position of Coordinator of International Students and Diversity Officer will also address these areas by recommending strategies to enhance respect for diversity.
11. **Strategic Planning Update.** Dr. Pam Stinson provided highlights from December's quarterly update of our Strategic Plan:
 - Our residence hall is nearly complete.
 - Renovations on existing residence halls are being completed as well as work on the Tonkawa cafeteria.
 - Renovations on Central Hall will begin this spring.
 - Safety training was completed during the fall semester in-service.
 - Newly formed Retention Committee will work to develop strategies for keeping students we already have.
 - New internship opportunities are being identified.
 - A Mass Communications Advisory Board was created as well as other new advisory boards being formed.
 - The Scholarship Task Force is reviewing scholarship guidelines to monitor funds we have available.
 - New Grant Coordinator has been hired to assist in bringing in additional revenue.

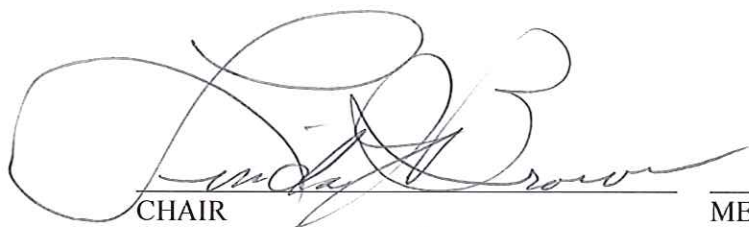
12. **Housing Committee Update.** Mr. Jason Johnson reported that work on residence halls and new residence halls are nearing completion. We are still waiting on approval for the elevator in Enid. We have been in contact with students about moving in to the new residence halls. Once students are situated, we plan to have a pizza party for them and invite them to an open house. The Enid cafeteria or Jets Café is fully functional now. The next project is bathroom renovations in Tonkawa dorms. Bids went out December 12, and our architect informed us that three local contractors have downloaded the bid contract. Dr. Cheryl Evans reminded the board that the bathroom renovations are funded by bond money that was already approved.

BOARD ACTION ITEMS:

13. **Program Name Change.** Consider approval of program name change for AAS in Applied Technology-Military Science Option (074) to AAS in Applied Technology-Military Services Option. On the motion of Regent Cowan as seconded by Regent James, the Regents approved the program name change to AAS in Applied Technology-Military Services Option. Voting aye were Regents Cowan, Dugger, James, and Brown.
14. **External Audit Report.** The FY2015 External Audit Report prepared by Hinkle & Company PC was reviewed during the November 23, 2015 Board of Regents meeting pending board approval after the NOCF audit was completed. Ms. Anita Simpson reported that the NOCF audit is complete, and it was a clean audit for NOC and the NOCF. On the motion of Regent Cowan as seconded by Regent Dugger, the Regents approved the FY2015 External Audit Report. Voting aye were Regents Cowan, Dugger, James, and Brown.
15. **Monthly Financial Report.** Ms. Anita Simpson presented the Monthly Financial Report for November 30, 2015 for approval. On the motion of Regent Dugger as seconded by Regent James, the Regents approved the Monthly Financial Report for November 30, 2015. Voting aye were Regents Cowan, Dugger, James, and Brown.
16. **Monthly Purchases.** Ms. Anita Simpson reported there were no purchases in December 2015.
17. **Section 13 600-650 allocation request.** Ms. Anita Simpson requested approval of the Section 13 600-650 allocation request of \$170,000.00 for the following projects: Purchase of Enid Campus, \$20,000.00 and Renovation of Campus Buildings-Tonkawa, \$150,000.00. On the motion of Regent James as seconded by Regent Cowan, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Cowan, Dugger, James, and Brown.

BOARD ROUTINE AND OTHER:

1. **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."
2. **Items for next agenda.**
3. **Announcement of next scheduled meeting: Thursday, January 28, 2016, 1:00 p.m., Northern Oklahoma College, 1118 W. Hall of Fame, Cowboy Mall 175, Stillwater.**
4. **Adjournment.** Motion made at 3:10 p.m. to adjourn by Regent Cowan as seconded by Regent James. Voting aye were Regents Cowan, Dugger, James, and Brown.


CHAIR


MEMBER


VICE CHAIR


MEMBER


SECRETARY