

# **NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS**

## **Minutes**

**Wednesday, May 16, 2018, NOC Tonkawa**

**Regents Present:** Chair Stan Brownlee, Linda Brown, Jeff Cowan, Dale DeWitt, and Chad Dillingham.

**Employees Present:** Dr. Cheryl Evans, Anita Simpson, Jason Johnson, Sherry Alexander, Dr. Ed Vineyard, Dr. Rick Edgington, Dr. Pamela Stinson, Larry Dye, Scott Cloud, 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.** Cara Beth Johnson, Business Division Chair.
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, April 18, 2018 meeting were approved on the motion of Regent Dillingham as seconded by Regent DeWitt. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.
5. **Program Showcase.** Cara Beth Johnson, Business Division Chair provided a brief overview of the Business Division. She stated that the Business Division has been reaffirmed for 10-year full ACBSP Accreditation status with no notes or conditions. Two opportunities for improvement were noted with respect to tracking graduates and collection for stakeholder satisfaction results. One Best Practice was awarded for work presentation of data in Standard 3, which is the Stakeholder Satisfaction results. Cara Beth Johnson, stated that overall, the Business Division is very pleased with the results and looks forward to addressing the opportunities for improvement.

## INFORMATION TO THE BOARD

6. **Regents' Comments.**

- Regent Stan Brownlee attended the 23<sup>rd</sup> Annual Gala Concert and stated that it was remarkable with amazing talent.

7. **Administrators' Updates.**

- Dr. Rick Edgington reviewed Preliminary Enrollment Reports for Summer and Fall 2018 noting enrollment numbers are up 11%. Dr. Rick Edgington thanked Dr. Pamela Stinson for allowing students to enroll early and feels like this has made a difference in the enrollment numbers.
- Ms. Anita Simpson reported that all non-compliant NOC employees that were notified in writing of their non-compliant tax status, took the necessary steps to become compliant.

8. **President's Update.**

- Dr. Evans reported that this year has come to an end with two wonderful days of nursing pinning ceremonies and commencement celebrations to honor our 2018 NOC graduates. Now the busy summer session for administration begins with budget planning, policy updating, schedule planning, and personnel changes.

9. **Other Reports.**

- a. ***Personnel Changes.*** Ms. Anita Simpson reported eight resignations/terminations since the April meeting with two new hires added.
- b. ***Stillwater Facility Update.*** Sherry Alexander stated that the new building is coming along great. She stated that there is carpet on the first and second floors, brick on the exterior, and parking in the back of the building has been set. Sherry noted that everything is on track, on time and under budget.

10. **The New Criteria for Accreditation.**

- Dr. Pamela Stinson shared an overview on some of the Highlights from the HLC Preliminary Final Report from the HLC team who visited on Feb. 26-27 for reaccreditation. Highlights focused on criterion topics such as assessment, budgeting processes, strategic planning, and student support services.

11. **Recommendations for Faculty Re-employment 2018-2019.**

- Dr. Pamela Stinson reviewed the Faculty Intent to Rehire list.

## **BOARD ACTION**

12. **Student Handbook.**

- Mr. Jason Johnson presented for approval recent updates to the FY2018-2019 Student Handbook. On the motion of Regent Brown as seconded by Regent Cowen, the Regents approved changes to the FY2018-2019 Student Handbook as presented. Voting aye were Regents Brown, Brownlee, Cowen, DeWitt, and Dillingham.

13. **Athletic Handbook.**

- Mr. Jason Johnson presented for approval recent updates to the FY2018-2019 Athletic Handbook. On the motion of Regent DeWitt as seconded by Regent Cowen, the Regents approved changes to the FY2018-2019 Athletic Handbook as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.

14. **Board of Regents Meeting Date Change.**

- Dr. Cheryl Evans presented NOC Board of Regents meeting date changes from September 19, 2018 to September 18, 2018. On the motion of Regent DeWitt as seconded by Regent Dillingham, the Regents approved the following date changes: September 19, 2018 to September 18, 2018. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.

15. **2019 NOC Board of Regents Meeting Dates.**

- Dr. Cheryl Evans asked the board to consider approval of 2019 NOC Board of Regents Meeting dates. On the motion of Regent Brownlee as seconded by Regent Cowan, the Regents approved 2019 NOC Board of Regents meeting dates as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.

16. **Monthly Financial Report.**

- Ms. Simpson presented for approval the monthly financial report dated April 30, 2018. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the monthly financial report as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.

17. **Monthly Purchases Request.**

- Ms. Simpson presented May 2018 purchases for approval. **Purchases of \$25,000 or more were for:** (#I.) Fiber and Copper Lines – Stillwater Classroom Building (REVISED), TSC – Teleco Supply Co.; \$140,385.45; Funding Source: Capital Funds; (#II.) FY18 Financial Statement Preparation, Crawford & Associates; \$42,500.00; Funding Source: E&G Funds; (#III.) Microsoft Volume Licensing Agreement Renewal, CDW-G; Oklahoma Board of Regents Contract; \$30,599.60; Funding Source: Capital Funds; (#IV.) Roof

Replacement – Foster-Piper Fieldhouse East Gym; American Roofing and Construction; \$84,500.00; Funding Source: Capital Funds; (#V.) Roof Replacement - Earl Butts Dorm; American Roofing and Construction; \$172,000.00; Funding Source: Capital Funds. On the motion of Regent Cowan as seconded by Regent Brownlee, the Regents voted to approve the May 2018 purchases presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.

18. **Monthly Allocation Request.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer & Networking – Tonkawa - \$10,000.00, Computer & Networking – Enid - \$10,000.00, Computer Software Fees & Licenses - \$100,00.00, Dining Hall Renovation & Equipment – Enid - \$10,000.00, Campus Site Development & Physical Plant – Tonkawa - \$10,000.00, Campus Site Development & Physical Plant – Enid - \$10,000.00, Purchase of Enid Campus - \$20,000.00, Purchase of Vehicles - \$20,000.00, Purchase of Vehicles – Enid - \$10,000.00. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$200,000.00 as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt and Dillingham.

19. **Increase Rates for Residential Rental Properties, Facility Rental Fees and Facility Usage Fees.**

- Ms. Simpson presented for approval proposed rate increases for residential rental properties, facility rental fees and facility usage fees effective July 2018. On the motion of Regent Brown as seconded by Regent Dillingham, the Regents approved increased rates for residential rental properties, facility rental fees and facility usage fees effective July 2018. Voting aye were Regents Brown, Brownlee, Cowen, DeWitt, and Dillingham.

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

- On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents to go into Executive Session at 1:35 p.m. Voting aye were Regents Brown, Brownlee, Cowen, DeWitt, and Dillingham.

21. **Executive Session.**

- Executive session pursuant to Title 25. Oklahoma Statutes 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of any individual salaried public office or employee.

22. **Vote to return to open session.**
- On the motion of Regent Brownlee as seconded by Regent Cowan, the Regents voted to return to open session. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.
23. **Discussion and possible action of the employment, hiring, or appointment of the President of Northern Oklahoma College.**
- On the motion of Regent Brownlee as seconded by Regent Dillingham, the Regents approved the rehiring of Dr. Cheryl Evans as President of Northern Oklahoma College for an additional year. Regent Brownlee expressed that the Regents are very proud of Dr. Evans' work and leadership at the college.

### **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 the next agenda.**
3. **Announcement of next scheduled meeting:** Wednesday, June 20, 2018, 1:00 p.m., in the President's Large Conference Room 106B, Vineyard Library Administration Building in Tonkawa. Lunch will be served at 12:30 p.m.
4. **Adjournment.** – Motion made at 2:28 p.m. to adjourn by Regent Brownlee as seconded by Regent Cowan. Voting aye were Regents Brown, Brownlee, Cowan DeWitt, and Dillingham.

  
CHAIR

  
MEMBER

  
VICE CHAIR

  
MEMBER

SECRETARY