

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, June 20, 2018, NOC Tonkawa

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

Employees Present: Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Jason Johnson, Sherry Alexander, 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 12:58 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.** Jodi Cline
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, May 16, 2018 meeting were approved on the motion of Regent Brown as seconded by Regent DeWitt. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

INFORMATION TO THE BOARD

5. **Regents' Comments.**
 - No comments were reported.
6. **Administrators' Updates.**
 - Dr. Rick Edgington reported Preliminary Enrollment Reports for Fall 2018 noting enrollment numbers are down 8%.
 - Ms. Anita Simpson reported that vendors were selected for various employee benefit services at the Oklahoma Higher Education Employees Insurance Group meeting.

7. **President's Update.**
 - Dr. Evans congratulated the NOC Enid Jets Baseball team. They placed third in the NCJAA Division II World Series tournament that was held in Enid May 26th – 31st. NOC was the only Oklahoma College in the tournament.
8. **Other Reports.**
 - a. ***Personnel Changes.*** Ms. Anita Simpson reported 8 resignations/terminations and 1 new hire.
 - b. ***Stillwater Facility Update.*** Sherry Alexander stated that the new building is coming along great and she feels very confident that we will be able to be moved in and ready to go by fall. She noted that everything is on track, on time and under budget.
9. **The New Criteria for Accreditation.**
 - Dr. Pamela Stinson reported that Northern Oklahoma College received finalization on approval for re-accreditation for the next ten years.
10. **Strategic Plan Quarterly Update Report.**
 - Dr. Pamela Stinson gave a brief overview of the Strategic Plan Quarterly Update report.
11. **Updated Organizational Chart.**
 - Dr. Stinson presented the updated NOC Organization Chart for 2018-2019 dated June 20, 2018.

BOARD ACTION

12. **Exchange for Services 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 Cowan, as seconded by Regent Brown, the Regents approved the Exchange for Services Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.
13. **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 Stake Holders Relations Support Fund. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents voted to approve the Resource Agreement to

Support Development Activities. Voting aye were Regent Brown, Brownlee, Cowan, and DeWitt.

14. **Group One Trustee(s) of the Northern Oklahoma College Foundation, Inc.**
 - On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents voted to approve Regents Chad Dillingham and Jeff Cowan to serve on the Northern Oklahoma College Foundation Board for the next year. Voting aye were Regent Brown, Brownlee, Cowan, and DeWitt.
15. **Group Three Trustee(s) of the Northern Oklahoma College Foundation, Inc.**
 - On the motion of Regent Brownlee and seconded by Regent Brown, the Regents voted to approve as presented the slate of Group Three Trustee (s) to the Northern Oklahoma College Foundation Board. Voting aye were Regent Brown, Brownlee, Cowan, and DeWitt.
16. **2018 – 2019 Catalog.**
 - Dr. Stinson presented the 2018-2019 Catalog for approval. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved changes to the FY2018-2019 Catalog as presented. Voting aye were Regent Brown, Brownlee, Cowan, and DeWitt.
17. **Tenure Requests.**
 - Dr. Pam Stinson presented the following faculty for tenure: Matt Bolz (Science Faculty-Enid), Cammie Bradley (Chair of the Nursing Division), Lynn Kinzie (Math Faculty-Stillwater), Marriya Wright (Nursing Faculty-Stillwater). Dr. Stinson explained tenure is an acknowledgement an instructor has done a good job, and they must be here at least three years to be eligible for tenure. It is a quality check requiring faculty to comply and provide evidence of teaching effectiveness and institutional contributions. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents voted approved tenure requests as presented. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.
18. **Tuition and Mandatory Fees Increases for FY2019.**
 - **Tonkawa and Enid Campuses** - Ms. Anita Simpson presented for approval the Tuition and Mandatory Fee Increases for FY2019 for Tonkawa and Enid campuses. Increases requested were 7.00 resident tuition and mandatory fees and 7.4% for non-resident tuition and mandatory fees. Mandatory fees increases for Tonkawa and Enid including a \$0.15 Student Technology Service Fee increase per credit hour, and a \$1.00 Student Activity Fee for increase and .35 Student ID fee increase. Overall this amount is a \$152.25 per semester or \$304.50 for the academic year for students on the Tonkawa and Enid campuses who complete 30 credit hours.

- **NOC/OSU Gateway Program** – Ms. Simpson presented for approval the Tuition and Mandatory Fees increases for FY2019 for Stillwater NOC/OSU Gateway Program. The NOC/OSU Gateway Program tuition and fees increased \$651.75 per semester or \$1,303.50 for the academic year (based on 30 credit hours) to coincide with OSU rates. Increases include; \$7.00 Resident Tuition increase, .75 Informational Technology Infractional Fee, .80 Academic Facility Fee, .75 Student Technology Service Fee-General, .15 Student Development Fee. On the motion of Regent Cowan and seconded by Regent Brown, the Regents approved the Tuition and Mandatory Fees Increases FY2019 for Tonkawa and Enid campuses and Stillwater NOC/OSU Gateway Program. Tuition and Mandatory Fees increases will be added upon approval by the OSRHE. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

19. **Academic Service Fee Increases for FY2019.**

- Ms. Simpson presented for approval the Academic Service Fees Increases of \$.45 per credit hour for the OSU Student Union Renovation Fee and \$.90 for Life Safety and Security Fee for the NOC/OSU Gateway Program for FY2019. On the motion of Regent Brown and seconded by Regent Brownlee, the Regents approved the Academic Service Fee Increases FY2019. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

20. **Institutional Budget for FY2019.**

- Ms. Simpson presented for approval the Institutional Budget for FY2019.. On the motion of Regent Cowan and seconded by Regent Brownlee, the Regents approved the Educational and General Budget FY2018-2019 Part 1 - Primary Budget of \$27,292,117 for FY2019. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

21. **Campus Master Plan.**

- Ms. Anita Simpson presented for approval the Campus Master Plan FY2020-2027. On the motion of Regent DeWitt and seconded by Regent Brown, the Regents approved the Campus Master Plan FY2020-2027. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

22. **Monthly Financial Report.**

- Ms. Simpson presented for approval the monthly financial report dated May 31, 2018. On the motion of Regent Cowan and seconded by Regent Brown, the Regents approved the monthly financial report presented. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

23. **Monthly Purchases.**

- Ms. Simpson presented May 2018 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Chiller Replacement – Art Building – Enid - Hydronic Systems, Inc - \$29,900.00; Funding Source: Capital Funds (Emergency). (#II.) Annual Poise Module Support/Maintenance – Jenzabar; \$145,347.00; Funding Source: Capital Funds (Sole Source).

24. **Monthly Allocation Requests.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Furniture & Equipment – Tonkawa; \$50,000.00, Computers & Networking – Tonkawa; \$20,000.00, Computers & Networking – Enid; \$15,000.00, Computer Software Fees & Licenses; \$175,000.00, Repair of Educational Facilities – Tonkawa; \$20,000.00, Repair of Educational Facilities – Enid; \$20,000.00, Campus Safety, Security & ADA – Tonkawa; \$20,000.00, Campus Safety, Security & ADA –Enid; \$20,000.00, Dining Hall Renovation & Equipment – Enid; \$85,000.00, Campus Site Development & Physical Plant – Tonkawa; \$20,000.00, Campus Site Development & Physical Plant – Enid; \$60,000.00, Residence Halls: Renovation, Furniture & Equipment – Tonkawa; \$35,000.00, Residence Halls: Renovation, Furniture & Equipment – Enid; \$15,000.00, Renovation of Campus Buildings – Tonkawa; \$30,000.00, Renovation of Campus Buildings – Enid; \$50,000.00. On the motion of Regent DeWitt and seconded by Regent Brown, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocations request for \$635,000.00 as presented. Allocations report presented. Voting aye were Regents Brown, Brownlee, Cowan, and DeWitt.

25. **Election of NOC Board of Regents Officers.**

- On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents appointed Regent Chad Dillingham as Chair, Regent Dale DeWitt as Vice Chair and Regent Jeff Cowan as Secretary.

26. **Proclamation for Regent Linda Brown.**

- Chair Stan Brownlee read a proclamation honoring Regent Linda Brown. Regent Brown severed on the board for sixteen years. Dr. Evans expressed that it's been an honor to work beside Regent Brown and that she will be dearly missed.

ROUTINE AND OTHER

27. **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."
28. **Items for the next agenda.**
29. **Announcement of next scheduled meeting: Wednesday, July 18, 2018, 12:30 p.m., Large President's Conference Room (106B), Tonkawa campus. Lunch will be served at 12:30 p.m. in the Small President's Conference Room.**
30. **Adjournment.** – Motion made at 2:46 p.m. to adjourn by Regent Brownlee as seconded by Regent Cowan. Voting aye were Regents Brown, Brownlee, Cowan and DeWitt.



CHAIR

MEMBER



VICE CHAIR



MEMBER



SECRETARY