

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, October 21, 2020, NOC Tonkawa

Regents Present: Stan Brownlee, Jodi Cline, Dale DeWitt, Jami Groendyke, and Michael Martin.

Employees Present: Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Dr. Rick Edgington, Dr. Pamela Stinson, Jason Johnson, Diana Watkins, Raydon Leaton, Denise Bay, Scott Cloud, and Ryan Paul.

1. **Call to Order.** Chair Jodi Cline called the meeting to order at 1:06 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.** Wade Fisher of Hinkle & Co., PC., and Dan Bledsoe of Finley & Cook, PLLC.
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.

BOARD ACTION

4. **Vote to approve minutes.**
 - The minutes of the Wednesday, October 21, 2020 meeting were approved on the motion of Regent Martin as seconded by Regent Brownlee. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
5. **FY2020 Internal Audit Report.**
 - Mr. Wade Fisher with Hinkle & Co., PC, presented the FY2020 Internal Audit Report. Mr. Fisher stated that the audit is clean and had no exceptions. On the motion of Regent Brownlee as seconded by Regent Martin, the Regents voted to approve the FY2020 Internal Audit Report. Voting aye were Regent Brownlee, Cline, DeWitt, Groendyke, and Martin.

6. **FY2020 External Audit Report.**
 - Mr. Dan Bledsoe with Finley & Cook, PLLC, presented the FY2020 External Audit Report. Mr. Bledsoe stated that the audit was clean and had no exceptions. On the motion of Regent DeWitt and seconded by Regent Brownlee, the Regents voted to approve the FY2020 External Audit Report. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
7. **Spring 2021 Academic Calendar Revision.**
 - Dr. Pamela Stinson presented the Spring 2021 Academic Calendar Revisions for approval. The first day of the Spring 2021 semester is moved to Tuesday, Jan. 19 and NOC will not have a spring break. The semester ends May 6, 2021. These changes are an effort to help prevent a spring spike in the virus and to keep NOC's academic calendar aligned with OSU's as agreed with our NOC/OSU Gateway Partnership. On the motion of Regent DeWitt as seconded by Regent Martin, the Regents approved the revisions made to the Spring 2021 Academic Calendar. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
8. **Monthly Financial Report.**
 - Ms. Simpson presented for approval the monthly financial reports dated for September 30, 2020. On the motion of Regent Brownlee as seconded by Regent DeWitt, the Regents approved the monthly financial report as presented. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
9. **Monthly Purchase Report.**
 - Ms. Simpson presented October 2020 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) NASNTI Grant Consultation – Annual Fee Year 5 – Ramona Munsell & Associates Consulting Inc. - \$33,249.00; Funding Source: E&G Funds – Sole Source. (#II.) Powerfaids Licensing – 2 Additional Licenses – Jenzabar Inc. - \$27,631.00; Funding Source: Capital Funds – Sole Source. (#III.) ERP System: SaaS, IZ, IM, JRM & Services – Year 3 of 10 – Jenzabar, Inc. - \$46,682.00 – NASNTI Grant; \$209,165.00 – Capital Prior Contract; Funding Source: Capital Funds/NASNTI Grant. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents approved October 2020 Monthly Purchases. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
10. **Monthly Allocations Report.**
 - Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Hardware, Software, Licenses & Fees – \$270,000.00, Campus Site Development & Physical Plant -

Tonkawa - \$20,000.00, Residence Halls: Renovation, Furniture & Equipment - Enid - \$120,000.00. On the motion of Regent Brownlee as seconded by Regent Martin, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$410,000.00 as presented. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.

11. **Change the location of the November 11, 2020 Board of Regents meeting to the NOC Tonkawa campus.**
 - The board was asked to consider changing the location of the November 11, 2020, Board of Regents meeting to the NOC Tonkawa campus. On the motion of Regent Brownlee as seconded by Regent Martin, the Regents approved the November 11, 2020 meeting location. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
12. **Special NOC Board Meeting for January 2021.**
 - The board was asked to consider adding a Special NOC Board meeting for January 2021 to discuss any budget issues that may arise for the spring semester. On the motion of Regent Groendyke as seconded by Regent DeWitt, the Regents approved adding a Special Board of Regents meeting on January 25, 2021 at 1:00 p.m. on the Tonkawa campus. 2020. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.

(Regent DeWitt left the meeting at 2:11 p.m.)

INFORMATION TO THE BOARD

13. **Regents Comments.**
 - Regent Martin noted a good job on a clean audit.
14. **Administrative Comments.**
 - Diana Watkins noted that there was a huge turnout for open spring enrollment. Diana also stated that she met with the OSU Directors of Student Academic Service to discuss how enrollment will work for OSU students taking courses at NOC Stillwater in light of the new enrollment management system.
 - Raydon Leaton gave a brief update on the OBI Blood drive hosted by the PLC Enid students and noted that this drive had the biggest turnout and he stated that testing for COVID-19 antibodies played a big part in the increase in donors.
 - Jason Johnson reviewed the NOC Weekly Pandemic Situation Update Report stating that NOC reports weekly on positive cases and required quarantine cases associated with students, faculty and staff. The Weekly Pandemic

Situation Update is posted on the NOC emergency page by the close of the business day each Friday to keep the campus community informed.

- Dr. Rick Edgington reviewed the Fall 2020 3-year Credit Hour Production Report and stated that the report shows how students are taking classes.
- Dr. Pamela Stinson noted that NOC is partnering with the University Center in Ponca City for the newly recreated Weekend College for Spring 2021. Stinson stated that the new program offers college credit classes on Friday evenings and Saturdays. Students can earn credits for an Associate of Science degree in Arts and Sciences – General Studies within a 2-year cycle.

15. **President's Update.**

- Dr. Evans gave a brief update on the ERP implementation of J-1 and stated that we are still on track and ready to "Go Live" in November. Dr. Evans stated that tomorrow will be the last day to work with the old system and that Friday will begin the conversion of the Dark Phase until October 30. The "Go Live" implementation will begin on November 2nd that will run a two-week phase.
- Dr. Evans noted that we are grateful to receive the additional federal CARES Act funding allocation totaling \$119,000 from the Governor's office to help us offset the unexpected cost and revenue losses associated with the pandemic.
- Dr. Evans was pleased to report that since the September 23rd, 2020 Board of Regents meeting, NOC has secured almost \$600,000 in external funding through the CARES funds and private NOCF funds. Dr. Evans noted that they will not be recommending employee furloughs this fiscal year that ends June 30, 2021, and that additional funds that we're able to secure will help retain the current pay and benefits to employees even during these challenging times.

16. **Other Reports.**

- ***Personnel Changes.*** Ms. Anita Simpson reported two resignations and one new hire.

ROUTINE AND OTHER

17. **New Business.**

18. **Items for the next agenda.**

19. **Announcement of next scheduled meeting: The next regular scheduled meeting is Wednesday, November 11, 2020, at 1:00 p.m., Events Hall Banquet Room 202 in the Renfro Center on the Tonkawa campus.**

20. **Adjournment.** – Motion made at 2:45 p.m. to adjourn by Regent Brownlee as seconded by Regent Martin. Voting aye were Regents Brownlee, Cline, Groendyke, and Martin.

CHAIR

MEMBER

VICE CHAIR

MEMBER

SECRETARY