

## NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

### Minutes

Tuesday, November 25, 2014, Tonkawa Campus

**Regents Present:** Chair, Jeffrey Cowan, Linda Brown, Tom Dugger, Keith James, and Lynn Smith.

**Employees Present:** Dr. Cheryl Evans, Dr. Judy Colwell, Larry Dye, Dr. Rick Edgington, Jeremy Hise, Bradley Jennings, Jason Johnson, Ryan Paul, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Pam Stinson, Dr. Ed Vineyard, Marjilea Smithheisler, and Sherry Reubell.

1. **Call to order.** Regent Cowan 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.** Fred Schmidt and Jason Holuby from FSB.
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, October 22, 2014 meeting were approved on the motion of Regent James as seconded by Regent Brown. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.

#### INFORMATION TO THE BOARD:

5. **Program Showcase.** Cara Beth Johnson, Chair, Business Division presented a Power Point presentation on the Business Division. Mrs. Johnson provided business enrollment statistics; business numbers are slightly down, but holding steady. Mrs. Johnson stated that the Business Division recently revised their Mission Statement and it was approved by the Business Advisory Board at the November 18<sup>th</sup> meeting. The Business Advisory Board was reorganized in the fall 2013 with a focus of increasing the partnerships between Northern and business leaders, as well as increasing internship opportunities, which was accomplished with the addition of Bankers Life and Casualty to the board and 4 new internships provided. The Business Division Strategic Plan was revised in the spring 2014. The Division has been accredited by ACBSP since 1992 and was reaffirmed in 1998 and again in 2008. Northern hosted the ACBSP Region 6 Conference in November in the Watkins Conference Center, in Stillwater, with Stan Clark of Eskimo Joe's as the keynote speaker. Mrs. Johnson mentioned that Kappa Beta Delta on campus is the Honor Society for the Business Division and AMBUCS Auxiliary on the Enid Campus is supported by the Business Division as well. The Division has increased participation in the Governor's Cup this year by sponsoring two teams, one in high-growth and one in small business. Regarding assessment efforts, an exit survey has been implemented this fall and an entrance survey will be developed to launch in fall 2015. Upcoming projects include revision of the Divisional Assessment Plan, establishing a Business Leader Forum and establishing a Business Student Advisory Council.
6. **Regents Report.** Regent Cowan mentioned that the recent Lectureship was phenomenal. He feels it was very diplomatic and a great Lectureship.
7. **Administrative Updates.**
  - Dr. Edgington discussed the spring 2015 Preliminary Enrollment compared to spring 2014 with enrollment down 50 students on the Tonkawa Campus.
  - Ms. Simpson presented the State Regents Average Salaries Paid to 9-10 Month Full-Time Faculty for 2013-14 and the Average Total Compensation Paid 9-10 Month and 11-12 Month Full-Time Faculty in 2013-2014.
  - Ms. Simpson stated that the Wayfinding committee met with 5 companies with the bid going to EG&B.
  - Mr. Dye announced that Christmas lights on campus are in the process of being put up.

- Mr. Jeremy Hise mentioned that both NOC Tonkawa buses will be delivered on December 1<sup>st</sup>.
  - Mr. Hise announced that NOC received a \$50,000.00 donation for the turf project.
8. **President's Update.**
- On January 9, 2015, NOC will host the Legislative tour in the Renfro Center and Dr. Evans invited everyone to attend.
  - Dr. Evans stated that the Enid and Tonkawa Campuses were hosting an event to raise funds for Addi Shamburg at the NOC Bedlam Basketball game.
  - Dr. Evans also invited everyone to Open House on December 3<sup>rd</sup> from 3:00 p.m. to 6:00 p.m. and to the campus Christmas dinner.
9. **Other reports.**
- Resignations/Terminations/New Hires. NOC hired two full-time staff for the Tonkawa Campus.
10. **The New Criteria for Accreditation.** Dr. Pam Stinson, Higher Learning Commission (HLC) liaison for NOC noted in the October report, that NOC received confirmation that we can now use the online institutional update system to expedite the process of adding new locations since we have three approved locations already (Enid, Stillwater, UC). In early November, we submitted a request to add our Scholars for Excellence site in Stillwater and our Nursing site at Fountain Square as official locations as well. On November 7, we also submitted the institutional update required for 2013-2014 data. A new question for this year's report was added on our percentage of first-time, full-time students receiving Pell Grants (29%) and the average amount of grant aid received (\$2940.77); this addition follows a very common pattern of more transparency required each year from HLC via USDE in how we're using federal funds.
11. **Housing Committee Update.**
- Mr. Johnson introduced Fred Schmidt and Jason Holuby from FSB and they presented updates on the Residence Hall construction. FSB is working on an amendment agreement with Nabholz regarding pricing. Bids for mechanical have been opened for pricing and specifications. The rebidding process is necessary as the market is not favorable all over the state. Mr. Schmidt stated the building pad is about ready and the opening is still on schedule for July, 2015. Some modifications must be made to stay on budget. Some modifications made were windows which are high quality and very good windows. They will be single hung with stop. This modification will save substantial money. Another modification is with the lighting. Lighting is high quality and will have substantial savings as well. They will expedite the process as much as possible. Mr. Schmidt stated that after the rebar and footings go in, then the concrete slab will be poured. Mr. Schmidt advised they have weekly meetings with the superintendents who live in mobile trailers on campus so they are here night and day.

**BOARD ACTION ITEMS:**

12. **Academic Calendar FY2015-2016.** Dr. Colwell presented the Academic Calendar FY2015-2016 for approval. On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the Academic Calendar FY2015-2016 as presented. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.
13. **Supplemental Retirement Program.** Ms. Simpson presented the Supplemental Retirement Program for approval. On the motion of Regent Smith as seconded by Regent Dugger, the Regents approved the Supplemental Retirement Program. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.
14. **Student Travel Policy.** Mr. Johnson presented the Student Travel Policy for approval. On the motion of Regent James as seconded by Regent Brown, the Regents approved the Student Travel Policy as presented. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.

15. **Monthly Financial Report.** Ms. Simpson presented the Monthly Financial Report for October 2014. On the motion of Regent Dugger as seconded by Regent James, the Regents approved the Monthly Financial Report as presented. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan. After the vote, Regent Brown left the room at 2:30 p.m. and returned at 2:35 p.m.
16. **Monthly Purchases.** Ms. Simpson presented the November 2014 monthly purchases for approval. **Purchases of \$25,000.00 or more** were for Exterior/Interior Signage and Wayfinding Master Plan. *Guernsey + Focus EGD*, \$126,990.00, Funding source: Capital funds; Online Tutoring Services, 1,100 hours, *Tutor.com*, \$36,300.00, Sole source, Funding source: Educational & General funds. On the motion of Regent Brown as seconded by Regent Smith, the Regents approved the Monthly Purchases as presented. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.
17. **Section 13/New College Fund 600 & 650 Allocation Requests.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$255,000.00 for various projects: Instruction Furniture & Equipment-Enid, \$15,000.00; Instruction Furniture & Equipment-Stillwater, \$25,000.00; Computers & Networking, \$15,000.00; Physical Plant & Equipment, \$10,000.00; Residence Halls: Furniture, Equipment & Renovations, \$30,000.00; Residence Halls: Furniture, Equipment & Renovation-Enid, \$30,000.00; Library Acquisitions, \$5,000.00; Library Acquisitions-Enid, \$5,000.00; Construction of Residence Hall-Tonkawa, \$60,000.00; Construction of Residence Hall-Enid, \$60,000.00. On the motion of Regent Dugger as seconded by Regent Brown, the Regents approved the request for \$255,000.00 as presented. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.
18. **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."
19. **Items for next agenda.**  
Regents requested more information regarding Guns on Campus Policy.
20. **Announcement of next scheduled meeting:** The next regular scheduled meeting is Tuesday, December 16, 2014, 1:00 p.m., Tonkawa Campus. Lunch will be at 12:30 p.m. in the President's Conference Room.
21. **Adjournment.** Motion made at 3:07 p.m. to adjourn by Regent Smith as seconded by Regent Brown. Voting aye were Regents Brown, Dugger, James, Smith, and Cowan.

*Jeff T. Cowan*

CHAIR

*Regent Brown*

VICE-CHAIR

*Regent Dugger*

SECRETARY

*Keith James*

MEMBER

*Regent Smith*

MEMBER