

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, December 14, 2016, NOC Tonkawa

Regents Present: Chair Jeffrey Cowan, Stan Brownlee, and Chad Dillingham.

Regents Absent: Linda Brown

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

1. **Call to order.** Chair Jeffrey 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.** Dr. Tricia Moore, Chair, Ag, Science & Engineering Division; Dr. Eugene Young, Faculty, Ag, Science & Engineering; Jim Hinkle, CPA, Hinkle & Company, LLP; and Amy Foss, NOC Comptroller.
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, November 16, 2016, meeting were approved on the motion of Regent Dillingham as seconded by Regent Brownlee. Voting aye were Regents Brownlee, Dillingham and Cowan.

INFORMATION TO THE BOARD

5. **Program Showcase.** Dr. Tricia Moore, Chair of the Ag, Science & Engineering Division, reported on the division's tremendous growth during the past two years. NOC offers Chemistry/Physics, Pre-Engineering, and Pre-Medicine degree programs. Since 2011, the total number of students across all three campuses that are declaring a degree in one of the three program areas has increased by 78 percent with the greatest percentage in Pre-Engineering. Dr. Eugene Young, NOC faculty member, shared a presentation about the importance of undergraduate research to NOC and our students. He shared highlights from a National Science Foundation (NSF) study. Undergraduate students who participate in hands-on research are more likely to pursue advanced degrees. Research experience motivates students and provides them with good learning experiences. NOC students have had the opportunity to do professional presentations as well as publish in peer reviewed publications and technical reports. Dr. Young shared that many of our NOC graduates have gone on to major universities and pursued careers in industry, education, research, and medical fields.
6. **Regents' Comments.** No comments were reported.
7. **Administrators' Updates.** Dr. Rick Edgington presented the Spring 2017 Preliminary Enrollment Report dated December 14, 2016. Numbers are slightly lower compared to 2015 and 2016; however, it is anticipated Spring 2017 numbers will increase as enrollment continues on all

three campuses. Dr. Edgington also shared that Enid numbers are lower due to one of the retention specialists has been on leave. A retention specialist from the Tonkawa campus has been making phone calls to Enid students and encouraging them to enroll.

8. **President's Update.**

- NOC Regents were invited to attend the Legislative Tour with the Chancellor on January 11, 2017, at the NWOSU Enid campus. This is an opportunity for Regents to visit one-on-one with our state legislators. The Chancellor's office will prepare talking points to share with NOC Regents and NOC Executive Council members prior to the luncheon.
- NOC Regents were invited to attend the OSRHE Higher Education Day at the Oklahoma State Capitol on February 14, 2017.
- Dr. Evans announced that Clayton Johnson, U.S. Marshall, will be the 2016-2017 commencement speaker for Tonkawa and Enid graduation ceremonies.
- Progress on the Memorial Student Union project is underway and will be completed in three stages as not to interfere with students.
- Planning is underway for the NASNTI Cultural Engagement Center.
- Dr. Evans thanked Anita Simpson and Amy Foss for their diligence and efforts that contributed to a clean audit.

9. **Strategic Plan Quarterly Update.** Dr. Pam Stinson provided highlights from December's quarterly update of our Strategic Plan:

- Six President's Leadership Council students will be recognized at an awards ceremony at the State Capitol in March 2017.
- OSU and NOC Stillwater students have access to a new Veterans Success Center on the OSU campus.
- Weekly meetings held with Assistant Registrars to streamline and systemize the admission and enrollment processes.
- NOC, NWOSU, Autry Technology Center, and the Enid Regional Development Alliance hosted a series of events to boost entrepreneurship in the greater Enid area.
- Devery Youngblood visited NOC as a representative of Oklahoma Tomorrow, an initiative to promote the value of higher education in the state by highlighting the impact on the workforce and the labor market cost in cutting the investment.
- \$15 million secured in Master Lease Property Lease Revenue Bonds for the NOC Stillwater building. Progress on design continues with completion in early February 2017.
- Central Hall renovations were completed, and an open house was held on October 19.
- Professional development opportunities were offered on all three campuses.
- Employee health insurance coverage for 2017 was converted to a self-insured program as part of the Oklahoma Higher Education Employee Interlocal (OKHEEI) group to control escalating costs.
- The NOC Foundation is offering various grants through the Masonic Fraternity of Oklahoma Endowment and the Presidential Partners Program.

10. **Other Reports.**

- ***Personnel Changes.*** Ms. Anita Simpson reported there were 3 new hires since the November meeting, and 1 employee resigned or was terminated.
- ***Stillwater Facility Update.*** Dr. Evans reported that progress continues on the new Stillwater Facility. A groundbreaking ceremony will be held on March 22, and additional details will be provided as soon as available.

11. The New Criteria for Accreditation. Dr. Pam Stinson reviewed HLC Criterion 3D: The institution's learning resources support student learning and effective teaching progress.

BOARD ACTION

12. Board of Regents Meeting Location Change. Dr. Evans requested approval from the board to move the January board meeting location to Tonkawa and the March board meeting location to Stillwater. On the motion of Regent Brownlee as seconded by Regent Dillingham, the Regents voted to approve both meeting location changes. Voting aye were Regents Brownlee, Dillingham, and Cowan.
13. Proposal of Title IX Policy to NOC Policy Documents. Anita Simpson requested approval from the board to add the Title IX Policy to NOC policy documents. On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents voted to add the Title IX Policy to NOC policy documents. Voting aye were Regents Brownlee, Dillingham, and Cowan.
14. FY2016 External Audit Report. Jim Hinkle with Hinkle & Company presented the FY2016 External Audit Report. Mr. Hinkle reported the NOC audit report was a clean audit, with no irregularities, noncompliance, or material weaknesses identified. On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents voted to approve the External Audit Report. Voting aye were Regents Brownlee, Dillingham, and Cowan.
15. Monthly Financial Report. Ms. Simpson presented for approval the monthly financial reports dated November 30, 2016. On the motion of Regent Brownlee as seconded by Regent Dillingham, the Regents voted to approve November monthly financial reports. Voting aye were Regents Brownlee, Dillingham, and Cowan.
16. Monthly Purchases. Ms. Simpson reported December 2016 purchases for approval. **Purchases of \$25,000 or more** were for the following: (#I.) Campus Telecom System Support Renewal – *Presidio Network Solutions* – \$55,000; Funding Source: Capital Funds (State Contract SW1006A); (#II) Fire Alarm Upgrade – Boehme Residence Hall – *Falco Alarm Company of Stillwater* – \$30,995.00; *Mac Systems Inc* – \$39,311.00; *Simplex-Grinnell* – NO BID; *Techsico* – NO BID; Funding Source: Capital Funds; (#III) Fire Alarm Upgrade – Threlkeld Residence Hall – *Falco Alarm Company of Stillwater* – \$24,425.00; *Mac Systems Inc* – \$24,685.00; *Simplex-Grinnell* – NO BID; *Techsico* – NO BID; (#IV) Extra Work on Central Hall Renovation – *Lambert Construction Co. Inc.* – \$61,345.00 (Prior Bid); Funding Source: Capital Funds; (#V) NASANTI Grant Writing Services – *Ramona Munsell & Associates Inc* – \$33,249.00; (Sole Source); Funding Source: Educational & General Funds. On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents voted to approve December 2016 purchases. Voting aye were Regents Brownlee, Dillingham, and Cowan.
17. Monthly Allocation Requests. Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests of \$110,000.00 for the following projects: Computers & Networking-Tonkawa – \$10,000.00; Computer Software Fees & Licenses – \$30,000.00; Purchase of Enid Campus – \$20,000.00; Renovation of Campus Buildings-Tonkawa – \$50,000.00. On the motion of Regent Brownlee as seconded by Regent Dillingham, the Regents voted to approve the Section 13//New College Fund 600-650 allocation request. Voting aye were Regents Brownlee, Dillingham, and Cowan.

ROUTINE AND OTHER

18. **Items for next agenda.** Regent Dillingham requested additional information and detail about the Stillwater building.
19. **Announcement of next scheduled meeting:** The next regular scheduled meeting is scheduled for Wednesday, January 18, 2017, at 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.
20. **Adjournment.** Motion made at 2:45 p.m. to adjourn by Regent Brownlee as seconded by Regent Dillingham. Voting aye were Regents Brownlee, Dillingham, and Cowan.



CHAIR



MEMBER

VICE CHAIR

MEMBER



SECRETARY