

# NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

## Minutes

Wednesday, June 19, 2019, NOC Tonkawa

**Regents Present:** Chair Chad Dillingham, Jodi Cline, Jeff Cowan, and Dale DeWitt.  
**Regents Absent:** Stan Brownlee.

**Employees Present:** Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Jason Johnson, Dr. Rick Edgington, Dr. Pamela Stinson, Dr. Ed Vineyard, Scott Cloud, Jeremy Hise, Larry Dye, and Denise Bay.

1. **Call to Order.** Chair Chad Dillingham called the meeting to order at 1:02 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.**
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, June 19, 2019, meeting were approved on the motion of Regent Dale DeWitt as seconded by Regent Cowan. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.
5. **Change of October BOR Meeting date.**
  - Dr. Evans requested the October 16, 2019, NOC Board of Regents meeting change dates to October 15, 2019. On the motion of Regent Cowan and seconded by Regent DeWitt, the Regents approved to move the October 16, 2019 BOR meeting to October 15, 2019. Voting aye were Regent Cline, Cowan, DeWitt and Dillingham.

6. **Course Catalog and Student Handbook.**
  - Dr. Pam Stinson presented the 2019-2020 Course Catalog and Student Handbook for approval. On the motion of Regent Cowan as seconded by Regent Cline, the Regents approved changes to the FY2019-2020 Course Catalog and Student Handbook as presented. Voting aye were Regents Cline, Cowan, DeWitt, and Dillingham.
7. **Athletic Handbook.**
  - Mr. Jeremy Hise presented for approval recent updates to the FY2019-2020 Athletic Handbook. On the motion of Regent DeWitt as seconded by Regent Cline, the Regents approved changes to the FY2019-2020 Athletic Handbook as presented. Voting aye were Regents Cline, Cowan, DeWitt, and Dillingham.
8. **Exchange for Service 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 DeWitt, the Regents approved the Exchange for Services Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.
9. **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 Cowan the Regents voted to approve the Resource Agreement to Support Development Activities. Voting aye were Regent Cline, Cowan, DeWitt and Dillingham.
10. **Group One Trustee(s) of the Northern Oklahoma College Foundation, Inc.**
  - On the motion of Regent Cowan as seconded by Regent Dillingham, the Regents voted to approve Regents Dale DeWitt and Jodi Cline to serve on the Northern Oklahoma College Foundation Board for the next year. Voting aye were Regent Cline, Cowan, DeWitt and Dillingham.
11. **Group Three Trustee(s) of the Northern Oklahoma College Foundation, Inc.**
  - On the motion of Regent Cline and seconded by Regent DeWitt, the Regents voted to approve Dr. Gordon Laird, LynnDe Funk, Tom Poole, Linda Brown, and Jami Groendyke as presented for the slate of Group Three Trustee (s) to the Northern Oklahoma College Foundation Board. Voting aye were Regent Cline, Cowan, DeWitt, and Dillingham.

12. **Tenure Requests.**

- Dr. Pam Stinson presented the following faculty for tenure: Troy Cochran (Social Science Faculty-Tonkawa), Mary Ann McCoy (Agriculture and Biological Science Faculty- Enid), Charmaine Munro (Engineering, Physical Science, and Process Technology Faculty-Enid), Cecil Phibbs (Mathematics Faculty – Stillwater), Christi Hook (Mathematics Faculty – Tonkawa). 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 Cline the Regents voted approved tenure requests as presented. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.

13. **Tuition and Mandatory Fees Increases for FY2020.**

- **Tonkawa and Enid Campuses** - Ms. Anita Simpson presented for approval the Tuition and Mandatory Fee Increases for FY2020 for Tonkawa and Enid campuses. Increases requested were 4.6 resident tuition and mandatory fees and 3.46% for non-resident tuition and mandatory fees. Overall this amount is a \$90.00 per semester or \$180.00 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 FY2020 for Stillwater NOC/OSU Gateway Program. The NOC/OSU Gateway Program tuition and fees increased \$420.00 per semester or \$840.00 for the academic year (based on 30 credit hours) to coincide with OSU rates. On the motion of Regent DeWitt and seconded by Regent Cline, the Regents approved the Tuition and Mandatory Fees Increases FY2020 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 Cline, Cowan, DeWitt and Dillingham.

14. **Institutional Budget for FY2020.**

- Ms. Simpson presented for approval the Institutional Budget for FY2020. On the motion of Regent Cowan and seconded by Regent Dillingham the Regents approved the Educational and General Budget FY2019-2020 Part 1 - Primary Budget of \$24,673,982 for FY2020. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.

15. **Campus Master Plan.**

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

16. **Consider Surplus Auction.**

- Ms. Anita Simpson presented for approval the July 20, 2019, surplus property for auction. On the motion of Regent Cowan as seconded by Regent Cline, the Regents voted to approve the July 20, 2019, Surplus Property Auction. Voting aye were Regent Cline, Cowan, DeWitt, and Dillingham.

17. **Monthly Financial Report.**

- Ms. Simpson presented for approval the monthly financial report dated May 31, 2019. On the motion of Regent DeWitt and seconded by Regent Cline, the Regents approved the monthly financial report presented. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.

18. **Monthly Purchases.**

- Ms. Simpson presented May 2019 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Threlkeld Residence Hall Flooring Replacement – Anderson Flooring - \$35,631.00; Funding Source: Capital Funds (Sole Source). (#II.) High Performance Liquid Chromatograph (HPLC) Testing Equipment - PerkinElmer - \$49,413.98, ThermoScientific - \$54,679.15, Agilent Technologies - \$36,019.37; Funding Source: Private Funds. (#III.) Document Imaging Maintenance Agreement Renewal – Business Imaging Systems, Inc. - \$34,549.49; Funding Source: Capital Funds (Sole Source). (#IV.) Water Damage Mitigation – Lankard Residence Hall – Interstate Restoration - \$50,000.00; Funding Source: Capital Funds (Emergency). On the motion of Regent Cline and seconded by Regent DeWitt, the Regents approved June 2019 Monthly Purchases. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.

19. **Monthly Allocation Requests.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Hardware, Software, Licenses & Fees; \$150,000.00, Repair of Educational Facilities – Tonkawa; \$10,000.00, Repair of Educational Facilities – Enid; \$10,000.00, Campus Site Development & Physical Plant – Tonkawa; \$25,000.00, Residence Halls: Renovation, Furniture & Equipment – Tonkawa; \$70,000.00, Residence Halls: Renovation, Furniture & Equipment – Enid; \$85,000.00. On the motion of Regent Cowan and seconded by Regent Cline, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocations request for \$350,000.00 as presented. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.

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

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

21. **Proclamation for Regent Jeff Cowan.**

- Dr. Evans read a proclamation honoring Regent Jeff Cowan. Regent Cowan served on the board for eight years. Dr. Evans expressed that it's been an honor to work beside Regent Cowan and that he will be dearly missed.

## **INFORMATION TO THE BOARD**

22. **Regents Comments.**

- No Comments were made.

23. **Administrative Comments.**

- Dr. Edgington reviewed preliminary enrollment reports for Fall 2019 which indicated overall enrollment is down from a year ago.
- Anita Simpson stated that the Department of Education will be arriving on Monday, June 24, 2019, for a Title IV Funding comprehensive review.
- Dr. Vineyard congratulated the NOC Jets Baseball team for their accomplishments on winning the Division II World Series.
- Larry Dye stated that the NOC Cove has accumulated a lot of flood damage and he will be working with FEMA to get funding for repairs.

24. **President's Update.**

- Dr. Evans stated that the new ERP System is progressing right along and noted that several employees have been working numerous hours. She recognized all the efforts everybody is contributing to this project.
- Dr. Evans noted that the 20 Year Anniversary Celebration turned out wonderful and she received a lot of positive feedback.
- Dr. Evans congratulated the Jets Baseball team for winning the Division II World Series Championship. A Ring Ceremony for the team is in the works and any supporters willing to help would be greatly appreciated.
- Dr. Evans noted that she will be attending the OSRHE Budget Hearing on June 26, 2019.
- Dr. Evans gave thanks to Dr. Ed Vineyard for his time and service to Northern Oklahoma College and wished him the best of luck in future endeavors.

- Dr. Evans gave thanks to Regent Cowan for serving on the board for eight years and that it's been an honor to work beside him and that he will be dearly missed.

25. **Other Reports.**

- **Personnel Changes.** Ms. Anita Simpson reported 1 resignations and no new hires.
- **Strategic Plan 2019-2025.**
- Dr. Pam Stinson gave a brief overview of the Strategic Plan for 2019-2025.
- **2019-2020 Institutional Assessment Plan.** Dr. Pam Stinson reviewed the Institutional Assessment Plan for the 2019-2020 Year, noting that it addresses program, general education, institutional, and co-curricular assessment measures.

26. **Updated Organization Chart.**

- Dr. Evans presented the NOC updated Organization Chart for 2019-2020 dated June 19, 2019.

**ROUTINE AND OTHER**

19. **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."
20. **Items for the next agenda.**
21. **Announcement of next scheduled meeting: Wednesday, July 17, 2019, 1:00 p.m., 1220 East Grand, Large President's Conference Room, 106B, Tonkawa.**
22. **Adjournment.** – Motion made at 3:03 p.m. to adjourn by Regent Cowan as seconded by Regent Cline. Voting aye were Regents Cline, Cowan, DeWitt and Dillingham.

  
CHAIR

  
VICE CHAIR

  
MEMBER

  
MEMBER

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SECRETARY