

## NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

### Minutes

Wednesday, September 20 2017, NOC Enid

**Regents Present:** Dale Dewitt, Linda Brown, and Jeff Cowan.

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

1. **Call to Order.** Dale Dewitt chaired the meeting and 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. DeLisa Ging, Language Arts Faculty, Instructional Designer and Professional Development Coordinator; Mr. Scott Morris, Coach of Ladies Jets Basketball; and Mr. Nate Atchison and Don Bledsoe, Auditors with Finley and Cook.
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, July 12, 2017, meeting were approved on the motion of Regent Brown as seconded by Regent Cowan. Voting aye were Regents Brown, Cowan, and Dewitt.

### INFORMATION TO THE BOARD

5. **Program Showcase.** Dr. DeLisa Ging, Instructional Designer and Professional Development Coordinator presented a PowerPoint on the 9<sup>th</sup> Annual Chautauqua Teacher's Institute. She spoke of how The Chautauqua Teachers' Institute is in its ninth year and provides a unique opportunity for educators from across the state, NOC preservice teachers, and students seeking humanities and general elective credit to come together and experience learning, culture, and fun. She states how during the past nine years, over two hundred educators and students have spent time making memories at this week-long event. The idea for the Chautauqua Teachers' Institute came from attending the 2008 Mark Twain Teachers' Institute in Hannibal, Missouri on the banks of the mighty Mississippi River. She mentioned how she wanted Northern to capitalize on the wealth of knowledge and cultural landmarks found right in our backyard. Since Goal 2 of Northern's Strategic Plan is to cultivate and maintain partnerships to inform and improve academic decisions, enrich student experiences, and support regional needs, she feels that the Chautauqua Teachers' Institute will provide a canvas for teachers to showcase their expertise and network with others to expand their knowledge in a scholarly, creative, and simulating setting.

6. Regents' Comments.

- a. NOC Regents recently attended the annual Regent Education Program (REP) sponsored by OSRHE. Regent Cowan shared how he was very pleased with this year's conference. He expressed that he learned more this year from the quality of information that was given. Regent Brown agreed and has not missed a conference in the last sixteen years and this year's conference was very beneficial as it was geared more on what Regents can do to serve as better Regents. Regent Brown suggested to Dr. Evans about having a retreat in order to support this idea.
- b. Regent DeWitt congratulated NOC for its top ten ranking in the nation. Wallet-Hub is a personal finance website that ranks community colleges across the nation in a number of categories including cost, and financing, and education outcomes and career outcomes. NOC was ranked number three in career outcomes.

7. Administrators' Updates.

- a. Dr. Rick Edgington presented the Fall 2017 Preliminary Enrollment Report dated September 20, 2017 and indicated NOC is down in enrollment at 6%. Our greatest loss in enrollment is in Enid. Dr. Edgington noted that the retention specialists on all three campuses contacted and called thousands of students and compiled a list of reasons why they were not attending, including early transfer, finances, and feeling school was not for them. Dr. Rick Edgington thanked Dr. Evans for allowing him to continue to have retention specialist on all three campuses. Dr. Evans clarified that NOC did not hire three new positions, but reallocated jobs in the Registrar's office. *Retention:* Tonkawa – 179 students, Enid – 148 students, and Stillwater – 171 students. Dr. Rick Edgington stated that this is high compared to other community colleges. Dr. Rick Edgington reported on *concurrent enrollment* and stated that we have 279 students this year and had 326 students last year. Numbers fluctuate due to ITV classes being offered. *First time freshman* enrollment is down with 851 students this fall and 922 students last fall.
- b. Ms. Sheri Snyder gave an update on the Topping Out Ceremony. Ceremony will be held on October 9 for the NOC Stillwater Classroom Building. NOC and OSU faculty, staff and students will have an opportunity to sign an NOC Stillwater Classroom Building beam staged on the construction site. At the close of the ceremony, the final steel beam will be placed on the facility. Sheri invited all the Regents to attend and that a formal invite will be sent out to them in the next week or so. Private tours will also be given at 12:30 p.m. just to NOC and OSU administration and Regents. Ms. Sheri Snyder gave an update on the NOC proposal for Tonkawa Mavericks Baseball and Softball complex. The project started the fall of 2016 with Athletic Director, Jeremy Hise, Coach Ryan Bay, and Coach Kadie Berlin. The project will consist of a \$1 million expansion project with four phases. The first phase has already been completed with a new scoreboard, bleachers, bull pen upgrades, and indoor facility upgrades. Phase one was completed in the spring of 2017. Phase 2 has an estimated cost of approximately \$320,000 consisting of a turf infield and covered hitting area with 4 batting cages. A verbal commitment of \$60,000 has already been confirmed. Maverick baseball and softball programs have agreed to contribute funds from their foundation accounts to help fund this project. Baseball will donate \$20,000 from their foundation funds and softball will donate \$10,000 from their foundation funds. The remaining funds will be raised through private donations from individuals and companies interested in helping Northern. Mr. Jeremy Hise, Athletic Director stated that Head Baseball coach, Ryan Bay is doing an excellent job fundraising this project. He stated that we have already received another \$4,000 pledge and this puts the project closer to the \$100,000 mark and there is also two large potential donors that are hoping to help

out to reach the project goal. Mr. Jeremy Hise stated that this project will have a significant impact on our community, city of Tonkawa, and NOC students.

- c. Ms. Anita Simpson reported on the FY2018 budget reduction scenarios ranging from 3% to 5% in state appropriations and are being considered, which equals a cut of \$235,000 to 400,000 for NOC. She reported that the 2018 renewal rates for 2018 health insurance will increase 5.08%. Ms. Anita Simpson stated that the OSRHE recently published Faculty and Selected Administrative positions data for 2016-2017. For average salaries paid 9-10 month full-time faculty, NOC was the second highest of the twelve community colleges at \$49,174 with the highest being TCC. The average for the community college tier for instructor was \$49,022 and for all colleges and universities combined \$46,670.

8. **President's Update.**

- a. Dr. Evans stated that the special sessions begin tomorrow with the legislation and reported that she had been on the phone all morning with elected officials. Officials couldn't predict an outcome. FY2018 budget reductions scenarios ranging from 3% to 5% in state appropriations are being considered which equals a cut of \$235,000 to \$400,000 for NOC. Dr. Evans reminded everyone that NOC has already cut \$675,000 from payroll.
- b. Dr. Evans updated that she will be attending the October meeting for OSRHE Task Force on the Future of Higher Education. Dr. Evans serves on the System Structure subcommittee and this committee looks at how Oklahoma's higher education governance structure compares with other states. The group is looking at opportunities for institutions to engage in consortial arrangements or realignments to reduce cost, deliver programs and improve student outcomes.

9. **Other Reports.**

- a. **Personnel Changes.** Ms. Anita Simpson reported six resignations/terminations since the July meeting. There was also 19 new hires altogether for all three campuses.
- b. **Stillwater Facility Update.** Dr. Shannon Cunningham, VP for NOC Stillwater Campus, reported that the project is on track, on time and under budget. She discussed the Topping Out Ceremony for the NOC Stillwater Classroom Building on October 9, 2017. NOC and OSU faculty, staff, and students will have an opportunity to sign an NOC Stillwater Classroom Building beam staged on the construction site. At the close of the ceremony, the highest steel beam will be placed on the facility. Dr. Shannon Cunningham encouraged everyone to attend this exciting event. The classroom facility is expected to be completed for classes in the fall of 2018.
- c. **The New Criteria for Accreditation.** Dr. Pam Stinson shared an overview of HLC's Evidence for Assurance Argument and how NOC's mission is broadly understood within the institution and guides its operations by developing a process suited to the nature and culture of the institution and is adopted by the governing board. NOC's academic programs, student support services, and enrollment profile are consistent with its stated mission and the planning and budgeting priorities align with and support the mission.
- d. **Strategic Plan Quarterly Update Report.** Dr. Pam Stinson gave an update of progress toward goals for the Strategic Plan from July-September, including the opening of the NASNTI Cultural Engagement Center and safety and other professional development training through in-service meetings for faculty and the fall staff meeting. The progress report has been posted with past quarterly updates and will be emailed to all employees.

## BOARD ACTION

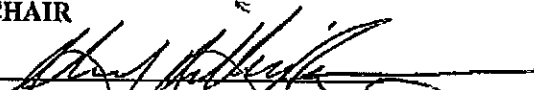
10. **Proclamation to NOC Lady Jets Basketball Team.** Dr. Evans read a proclamation honoring the NOC Lady Jets Basketball team and Coach Scott Morris for being NJCAA National Champions for the 2016 – 2017 school year. Dr. Evans congratulated them on their academic achievement. This is the fourth such honor for the Lady Jets Program.
11. **FY2017 Internal Audit Report.** Mr. Nate Atchison with Finley & Cook, PLLC, introduced Dan Bledsoe as NOC's new accountant representative. Nate will be retiring in November 2017 from Finley & Cook, PLLC. Mr. Dan Bledsoe presented the FY2017 Internal Audit. The audit included review of expenditures, travel claims, property rentals, payroll, cashier, activity advances, bookstore, and data extraction. Mr. Bledsoe stated that the audit was clean and had no exceptions.
12. **Monthly Financial Report.** Ms. Simpson presented for approval the monthly financial report dated July 31, 2017, and August 31, 2017. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the monthly financial report as presented. Voting aye were Regents Brown, Cowan, and DeWitt.
13. **Monthly Purchases.** Ms. Simpson presented August and September's 2017 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Campus Telecom System Support Renewal – \$26,834.91; Funding Source: Capital Funds (SW Contract 1006A). On the motion of Regent Brown as seconded by Regent Cowan, the Regents voted to approve the September 2017 Purchases Report. Voting aye were Regents Brown, Cowan, and DeWitt.
14. **Monthly Allocation Requests.** Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Software Fees & Licenses – \$80,000.00, Purchase of Enid Campus – \$20,000.00, Library Acquisitions - \$20,000.00 and Library Acquisitions –Enid - \$20,000.00. On the motion of Regent Brown as seconded by Regent Cowan, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$140,000.00 as presented. Voting aye were Regents Brown, Cowan, and DeWitt.
15. **Cooperative Agreement Program Deletion Approval.** On the motion of Regent Brown as seconded by Regent Cowan, the Regents voted to approve the Associate of Applied Science in Radiography and Surgical Technology program deletion as presented. Dr. Stinson noted that these programs have not been marketed nor have new students been enrolled in them since the change in the cooperative alliance recommended statewide for HLC a couple of years ago. Voting aye were Regents Brown, Cowan, and DeWitt.
16. **Surplus Property for Auction.** Mr. Larry Dye presented for approval the October 14, 2017 surplus property for auction. On the motion of Regent Cowan as seconded by Regent Brown, the Regents voted to approve the October 14, 2017 Surplus Property Auction. Voting aye were Regents Brown, Cowan, and DeWitt.

**ROUTINE AND OTHER**

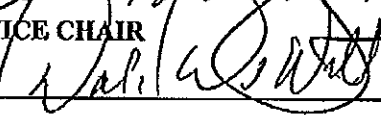
17. New business. Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of the agenda." Regent Brown would like to discuss the possibility of scheduling a Regent Retreat in the near future.
18. Items for next agenda. Regent Brown would like to discuss possible dates to have a BOR Retreat. Regent Cowan mentioned having the retreat on the same day as the BOR meetings.
19. Announcement of next scheduled meeting: Tuesday, October 24, 2017, at 1:00 p.m., Tonkawa Campus. The Tonkawa's Presidents Leadership Council and the Maverick Women's Soccer Team will join the Regents for lunch in the Events Room at the Renfro Center at 12:00 p.m.
20. Adjournment. Motion made at 2:28 p.m. to adjourn by Regent Cowan as seconded by Regent Brown. Voting aye were Regents Brown, Cowan, and DeWitt.

  
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CHAIR

  
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VICE CHAIR

  
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SECRETARY

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MEMBER

  
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MEMBER