

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Friday, January 19, 2018, NOC Tonkawa

Regents Present: Chair Stan Brownlee, Linda Brown, Jeff Cowan, Dale DeWitt and Chad Dillingham.

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

1. **Call to Order.** Chair Stan Brownlee 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.** Suzi Brown, Chair, Health, Physical Education and Recreation; Summer McClure, Wellness Center Director and Athletic Trainer.
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 Thursday, December 14, 2018 meeting were approved on the motion of Regent Cowan as seconded by Regent Brown. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.
5. **Program Showcase.** Suzi Brown, Chair of the Health, Physical Education and Recreation Division (HPER), and Summer McClure, Wellness Center Director and Athletic Trainer, provided a division overview and discussed the Wellness Center's activity, growth, and needs. The division has five full-time faculty members and offers an Associate of Science degree in Health, Physical Education and Recreation with options in Athletic Training and Personal Training. Brown emphasized how important wellness centers are to the school and noted the Tonkawa Wellness Center is the only wellness center in the community so it serves seven varsity teams, community members, and

students. Brown and McClure also discussed goals to enhance the Wellness Center with rubber flooring in the weight room area, an expanded cardio area, and updates to weights and exercise equipment.

INFORMATION TO THE BOARD

Regents' Comments.

6. Regent Linda Brown presented two \$5,000 donations, one on behalf of Evans and Associates Enterprises, Inc., and one for the Enid Concrete Scholarship Fund to NOC President Dr. Cheryl Evans; Sheri Snyder, NOC Vice President for Development and Executive Director for the NOC Foundation; and Stan Brownlee, Chairman of the NOC Board of Regents.

Administrators' Updates.

- Anita Simpson reported that the Human Resource Department is preparing to print 2017 W-2 and 1095-C forms for employees.
- Sheri Snyder thanked Evans and Associates and Enid Concrete for their donations and stated that the annual contribution to the endowed Evans and Associates Company Scholarship Fund allows scholarships to be awarded each year to qualified Oklahoma residents enrolled at NOC Tonkawa, and the Enid Concrete Scholarship Fund provides Oklahoma residents enrolled at NOC Enid an opportunity to pursue their educational goals.
- Dr. Rick Edgington reviewed the Preliminary Enrollment Report for Spring 2018 as of January 19, 2018 which indicated current enrollment is down 8 percent lower than 2017.

President's Update.

- Dr. Evans welcomed the new Vice President for NOC Stillwater, Sherry Alexander.
- Dr. Evans reported students returned to school this week, and the spring semester is off to a great start.
- Dr. Evans thanked those Regents who attended the Legislative Tour with the Chancellor on January 16, 2018. She emphasized the importance of sharing our message about the need for increased funding and the benefits of higher education to Oklahoma.
- Dr. Evans encouraged the Regents to drive by the Baseball field to see the new batting cage on the Tonkawa campus made possible by generous donors.
- Dr. Evans invited the Regents for a tour of the OSU/NOC building to see the progress being made at the March BOR meeting in Stillwater.

9. **Other Reports.**
 - a. ***Personnel Changes.*** Ms. Anita Simpson reported four new hires and one resignation.
 - b. ***Stillwater Facility Update.*** Dr. Evans reported that she is very pleased how everything is on track, on time and under budget with the new facility. Sheet rocking, windows, and bricking are underway.
10. **The New Criteria for Accreditation.**
 - Dr. Pam Stinson reviewed HLC Criterion 5: Resources, Planning, and Institutional Effectiveness. Evidence presented here includes the collaborative effort to build and carry out the 2013-2018 Strategic Plan and budget with those goals in mind. Dr. Evans expressed appreciation to Dr. Stinson for working with NOC employees to create and submit the extensive report to HLC.
11. **Strategic Plan Update.**
 - Dr. Pam Stinson provided a report on the 2013-2018 Strategic Plan with highlights of accomplishments throughout the five-year plan. The January 2018 Highlights report is posted at <http://www.noc.edu/strategic-plan>.

BOARD ACTION

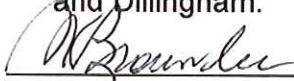
12. **Monthly Financial Report.**
 - Anita Simpson presented for approval the monthly financial report dated December 31, 2018. On the motion of Regent Brown as seconded by Regent DeWitt, the Regents approved the monthly financial report as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.
13. **Monthly Purchases.**
 - Ms. Simpson presented January purchases for approval. **Purchases of \$25,000 or more were for:** (I.) Transformer – NOC Stillwater Building, Oklahoma State University - \$33,154.00 Sole Source; Funding Source: Capital Funds. (II.) Oklahoma State Facilities Energy Conservation Program (20X2020 Program), Engineered Systems & Energy Solutions, Inc. (ES2) - \$39,000.00 Sole Source; Funding Source: E&G Funds. On the motion of Regent Dillingham as seconded by Regent DeWitt, the Regents voted to approve January 2018 Monthly Purchases. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.
14. **Monthly Allocations Request.**
 - Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Software Fees & Licenses; \$30,000.00. Dining Hall Renovation & Equipment – Tonkawa; \$25,000.00. Campus Site Development & Physical Plant – Tonkawa; \$25,000.00. Campus Site Development & Physical Plant – Enid; \$30,000.00.

Purchase of Enid Campus; \$20,000.00. On the motion of Regent Cowan as seconded by Regent DeWitt, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$130,000.00 as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.


15. **FY2019 Academic Service Fee Request.**
 - Anita Simpson reviewed the FY2019 Academic Service Fee Requests and requested the board's approval. On the motion of Regent Brown as seconded by Regent Cowan, the Regents voted to approve the FY2019 Academic Service Fee Requests as presented. Voting aye were Regents Brown, Brownlee, Cowan, DeWitt, and Dillingham.
16. **Executive Session to discuss a legal matter.**
 - The Executive Session was not necessary.
17. **MOU with Autry Technology Center on AAS in Respiratory Care.**
 - Dr. Pam Stinson presented for approval the MOU with Autry Technology Center on AAS in Respiratory Care. On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents approved the MOU with Autry Technology Center as presented. Voting aye were Regents Brown, Brownlee, Cowen, DeWitt, and Dillingham.

ROUTINE AND OTHER

1. **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."
2. **Items for the next agenda.**
3. **Announcement of next scheduled meeting: Wednesday, February 21, 2018, 1:00 p.m., Northern Oklahoma College, 1220 E. Grand Avenue, President's Large Conference Room 106B, Vineyard Library - Administration Building, Tonkawa.**
4. **Adjournment.** – Motion made at 2:11 p.m. to adjourn by Regent Brownlee as seconded by Regent Cowan. Voting aye were Regents Brown, Brownlee, DeWitt, and Dillingham.


CHAIR


MEMBER

VICE CHAIR

SECRETARY


MEMBER