

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Tuesday, December 18, 2018, NOC Tonkawa

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

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

1. **Call to Order.** Chair Chad Dillingham called the meeting to order at 1:01 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. Frankie Wood-Black, Engineering, Physical Science, and Process Technology Chair, Wade Fisher, with Hinkle & Associates.
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 14, 2018, meeting were approved on the motion of Regent Brownlee as seconded by Regent Cowan. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.
5. **Program Showcase.** Dr. Frankie Wood-Black, Engineering, Physical Science and PTEC Division Chair, provided a brief overview of the Pre-Engineering Program. She stated that the Pre-Engineering program has 68 current declared Pre-Engineering Majors with 54 students on the Tonkawa campus and 14 students on the Enid campus. The program has been offering Engineering Physics 1 on both campuses since Spring 2017 with a Summer Engineering Physics 1 to catch off-sequence students. Currently there are 34 students enrolled in Introduction to Engineering for the Spring of 2019. She stated that representatives from the Bell Program visited campus on November 28. Four students will be transferring to the program in the Fall of 2019.

BOARD ACTION

6. **FY2018 Internal Audit Report.**
 - Wade Fisher with Hinkle & Company presented the FY2018 Internal Audit Report. Mr. Fisher stated that Northern Oklahoma College had a clean audit and the college audit is complete. On the motion of Regent DeWitt as seconded by Regent Cline, the Regents voted to approve the FY 2018 Internal Audit Report. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.

7. **Program Review.**
 - Dr. Cheryl Evans presented on behalf of Dr. Pam Stinson for approval a program review for the Associate of Science degree in Pre-Professional Nursing (053) degree. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents voted to approve the program review for Pre-Professional Nursing (053) degree. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.

8. **FY2020 Academic Service Fees.**
 - Ms. Simpson presented for approval the Academic Service Fees increase for FY2020. On the motion of Regent Brownlee as seconded by Regent Cline, the Regents approved Academic Service Fees increases for FY2020. Voting aye were Regent Brownlee, Cowan, Cline, and DeWitt.

9. **Monthly Financial Report.**
 - Anita Simpson presented for approval the monthly financial report dated December 18, 2018. On the motion of Regent Cline as seconded by Regent DeWitt, the Regents approved the monthly financial report as presented. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.

10. **Monthly Purchases.**
 - No report to present.

11. **ERP System Purchase.**
 - Anita Simpson presented for approval the purchase of the Enterprise Resource Planning (ERP) system. The ERP is business process management software that allows NOC to link its entire computer system into a single mainframe. She noted it would take 18 months to fully integrate the system. On the motion of Regent Cowan as seconded by Regent Dillingham, the Regents approved the purchase of the ERP system. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt, and Dillingham.

12. **Monthly Allocation Request.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Software Fees & Licenses - \$800,000.00. On the motion of Regent Cowan as seconded by Regent Brownlee, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$800,000.00 as presented. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.

INFORMATION TO THE BOARD

13. **Regents Comments.** No comments were made.

14. **Administrators' Updates.**

- Dr. Rick Edgington reviewed the Preliminary Enrollment Report for Spring 2019 as of December 18, 2018, which indicated overall enrollment was down 6% from a year ago. Retention specialists continue to call students who have not yet enrolled for Spring 2019.
- Ms. Sheri Snyder delivered exciting news that NOC Foundation received a very generous donation from an anonymous donor.
- Ms. Sherry Alexander stated that open enrollment for Spring 2019 at NOC Stillwater went very well. Doors opened at 5:00 a.m. with a line extending out to the parking lot of the campus.
- Dr. Ed Vineyard stated that NOC Enid continues to get good press on the Bonnie and Clyde event.
- Mr. Larry Dye reported that the maintenance department is getting ready for the holiday shut down.

15. **President's Update.**

- Dr. Evans stated that there is a lot to be thankful for this season: a clean audit, ERP, Foundation gift, and the time and dedication that the Board members have put in. She invited all BOR members to attend the North Central Oklahoma Region legislative tour hosted by NOC Stillwater on January 25. Other institutions attending the meeting are OSU, Langston University, NOC and the University Center.

16. **Other Reports.**

- a. ***Personnel Changes.*** Ms. Anita Simpson reported 8 resignations/terminations since the last meeting.

17. **December 2018 Strategic Plan Update:**

- Dr. Evans gave a brief update on the 2019–2025 Strategic plan stating that comments from all three town halls will be sent out to all employees for review and additions. In the spring semester, the task force will begin work in organizing committees to further develop top initiatives identified and a draft of the Strategic Plan will be presented to the Executive Council, Board of Regents, and to all employees for further comment.

ROUTINE AND OTHER

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 the next agenda.** Ms. Anita Simpson will present a Historical Land report to the Board of Regents at the February 20, 2019, meeting.
20. **Announcement of next scheduled meeting: Wednesday, February 20, 2019, in the President’s Large Conference Room 106B, Vineyard Library Administration Building in Tonkawa. Lunch will be served at 12:30 p.m.**
21. **Adjournment.** – Motion made at 2:30 p.m. to adjourn by Regent Dillingham as seconded by Regent Cowan. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.

CHAIR

VICE CHAIR

SECRETARY

MEMBER

MEMBER