

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS
Minutes

Tuesday, September 17, 2019, NOC Enid

Regents Present: Chair Dale DeWitt, Jodi Cline, Chad Dillingham, and Michael Martin.

Regents Absent: Stan Brownlee

Employees Present: Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Dr. Pam Stinson, Dr. Rick Edgington, Raydon Leaton, Diana Watkins, Jeremy Hise, Denise Bay, and Scott Cloud.

Employees Absent: Jason Johnson

1. **Call to Order.** Chair Dale DeWitt 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.** Steve McClaren, Social Science Faculty, Mr. Scott Mansfield, Coach of Jets Baseball, Mr. Nolan Fanning, Assistant Coach of Jets Baseball, and Anna Scott, NASNTI Project Manager.
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, July 17, 2019, meeting were approved on the motion of Regent Cline as seconded by Regent Martin. Voting aye were Regents Cline, DeWitt, and Martin.

5. Dr. Evans read a BOR proclamation honoring the NOC Jets Baseball team, Mr. Raydon Leaton, Coach Scott Mansfield and Assistant Coach Mr. Nolan Fanning on being named the NJCAA Region II Division II Baseball district champions. On the motion made by Regent Dillingham and seconded by Regent Cline, the Regents approved the proclamation honoring NOC Jets Baseball. Voting aye were Regents Cline, DeWitt, Dillingham, and Martin.
(Regent Dillingham arrived during the proclamation at 1:03 p.m.)
6. **Employee Handbook Edits.**
 - Ms. Simpson and Ms. Snyder presented recent edits made to the Employee Handbook. On the motion of Regent Cline and seconded by Regent Brownlee, the Regents voted to approve the 2019-2020 Employee Handbook. Voting aye were Regent Brownlee, Cline, DeWitt, Dillingham, and Martin.
7. **NOCF Bylaws.**
 - Ms. Snyder presented for approval the NOCF Bylaws. On the motion of Regent Martin and seconded by Regent Cline, the Regents approved the NOCF Bylaws presented. Voting aye were Regents Cline, DeWitt, Dillingham, and Martin.
8. **Deletion of the Cooperative Agreement for the Applied Science in Respiratory Care degree.**
 - Dr. Stinson stated that Northern Oklahoma College is continuing to offer the Respiratory Care degree with Autry Technology Center and requested the deletion only as a CAP degree. On the motion of Regent Martin and seconded by Regent Dillingham, the Regents approved deletion of the Cooperative Agreement for Applied Science in Respiratory Care degree. Voting aye were Regents Cline, DeWitt, Dillingham, and Martin.
9. **Monthly Financial Report.**
 - Ms. Simpson presented for approval the monthly financial report dated July 31, 2019, and August 31, 2019. On the motion of Regent Dillingham and seconded by Regent Cline, the Regents approved the monthly financial report presented. Voting aye were Regents Cline, DeWitt, Dillingham, and Martin.
10. **Monthly Purchases Requests.**
 - Ms. Simpson presented September 2019 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Powerfaids-Net Partner License; Cloud Host Services, Jenzabar, The College Board - \$56,773.00; Funding Source: Capital Funds; Sole Source. (#II.) Turnitin License Renewal – Academics; Turnitin, LLC. - \$34,700.75; Funding Source: Capital Funds; Sole Source. On the motion of Regent Dillingham as seconded by Regent Cline, the Regents voted

to approve the September 2019 Purchases Report. Voting aye were Regents Cline, DeWitt, Dillingham and Martin.

11. **Monthly Allocation Request.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Furniture & Equipment – Tonkawa; \$20,000.00, Computer & Networking – Tonkawa; 20,000.00, Computer Software, Licenses & Fees; \$90,000.00, Repair of Educational Facilities – Tonkawa; 20,000.00, Repair of Educational Facilities – Enid; 5,000.00, Campus Site Development & Physical Plant – Tonkawa; 75,000.00, Campus Site Development & Physical Plant – Enid; 20,000.00, Residence Halls: Renovation, Furniture & Equipment – Tonkawa; 25,000.00, Residence Halls: Renovation, Furniture & Equipment – Enid; 10,000.00, Classroom Building – Stillwater; 800,000.00 On the motion of Regent Cline and seconded by Regent Martin, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocations request for \$1,085,000.00 as presented. Voting aye were Regents Cline, DeWitt, Dillingham, and Martin.

INFORMATION TO THE BOARD

12. **Regents Comments.**

- Regent Cline noted that she attended the Ring Ceremony for the Jets baseball team on September 14 and was pleased to see such a great turnout and that it was a great event. She congratulated the coaches and the players on a job well done.
- Regent DeWitt stated he was happy to hear that the staff received a 3.5% raise.

13. **Administrative Comments.**

- Dr. Edgington reviewed preliminary enrollment reports for fall 2019 which indicated headcount was down by 3% and credit hours are down by 2%. He noted that eight-week classes should affect enrollment by the end of late October.
- Anita Simpson gave a brief update on the economic impact that NOC reported for FY2019. She stated that payroll for Oklahoma residents was paid out at \$12.3 million and vendors in the state of Oklahoma were paid out over \$14 million.
- Anita Simpson noted that at the staff in-service meeting on September 6, employees were introduced to a new proposed benefits concept. The proposed benefits option would be a defined contribution strategy where employees would be given a dollar amount to put towards their benefit plan choices for health and dental insurance coverage. This would also allow employees to put the unutilized money not spent towards additional insurance

coverage, flexible spending accounts or a health savings account. She stated that it was a very short turnaround for the college to make such a big decision impacting how we administer benefits and effectively make changes for 2020. Employees will spend more time exploring options and educating employees about the defined contribution process for future consideration. Beginning calendar year 2020 we will continue with our current structure for health and dental insurance benefits.

14. **President's Update.**

- Dr. Evans echoed appreciation to the Regents for voting at the Budget hearings for a 3.5% salary increase to staff members.
- Dr. Evans noted that the State Regents contracted with a firm named Huron to evaluate all state higher education institution's financials. NOC is in the 3rd cohort group that will begin in October. The process will take about 6-8 weeks. The State Regents' goal is to have all schools completed by the end of the fiscal year.
- Dr. Evans stated that at last month's Presidents Council meeting they discussed priorities for the upcoming legislative session.

15. **Other Reports.**

- ***Personnel Changes.*** Ms. Anita Simpson reported 12 resignation/terminations and 13 new hires.
- ***Tutor.com.*** Dr. Stinson provided a brief update on Tutor.com, a 24/7 online tutoring aid for NOC students. She stated that over 200 students use the system during high usage times and that math and science are the most areas needing assistance.
- ***NASNTI Update presented by Anna Scott.*** Ms. Anna Scott, NASNTI Program Director, presented the 2019 NASNTI Annual Report. She stated that the NASNTI program is a federally-funded grant through the U.S. Department of Education. In 2016, Northern Oklahoma College was awarded \$1.75 million to improve technology and extend educational access while improving academic programs and fiscal support for student services. The grant will be awarded annually through 2015-2022. She provided some of the highlights of the Year 3 Annual Performance Measures; a.) 50 new Native American students enrolled b.) 150 students piloted QM2 courses c.) 6 more QM courses certified d.) development of online financial aid advising e.) 60% of underprepared Native American students will have participated in culturally-aligned tutoring/coaching f.) NOC advisors will have participated in professional development on culturally-responsive advising. NOC is on target to meet all of these year 3 performance measures.

16. **Strategic Plan Quarterly Update Report.**
- Dr. Pamela Stinson provided a quarterly update report on the 2019-2025 Strategic Quarterly Plan. The report is posted on the NOC website.

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."
18. **Items for the next agenda.**
19. **Announcement of next scheduled meeting:** The next regular scheduled meeting is Tuesday, October 15, 2019, at 1:00 p.m., President's Large Conference Room 106B, Vineyard Library – Administration Building in Tonkawa. Tonkawa PLC Students will join us for lunch.
20. **Adjournment.** – Motion made at 2:51 p.m. to adjourn by Regent Dillingham as seconded by Regent Cline. Voting aye were Regents Cline, DeWitt, Dillingham, and Martin.

CHAIR

Jodi R. Cline

VICE CHAIR

W. Brander

MEMBER

[Signature]

MEMBER

SECRETARY