

# NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

## Minutes

Wednesday, July 18, 2018, NOC Tonkawa

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

**Employees Present:** Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Jason Johnson, Sherry Alexander, Dr. Pamela Stinson, Scott Cloud, and Denise Bay.

1. **Call to Order.** Chair Chad Dillingham 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. Rae Ann Kruse, NASNTI Project Manager, and Judge Lee Turner, Kay County District Judge.
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, June 20, 2018 meeting were approved on the motion of Regent DeWitt as seconded by Regent Cowan. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt and Dillingham.
5. **New Regent Administration of Oath of Office.** Jodi Cline was sworn in by the Honorable Judge Lee Turner. Ms. Cline took the oath to become a regent for Northern Oklahoma College.
6. **Program Showcase.** Dr. Rae Ann Kruse, NASNTI Program Director, presented the 2018 NASANTI Annual Report. She stated that the NASANTI 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. To better serve Native American students, NOC formulated a project titled, "Merging

Tradition and Technology: Engaging Native American and Low income Students to Complete College.” She provided some of the highlights of the Year 2 Annual Performance Measures; a.) 6 tribal sites equipped with distance learning education centers b.) 150 students piloted Quality Matters (QM) courses c.) 7 more QM courses certified d.) Development of new online financial aid advising e.) 60% of all entering freshmen Native American students will have participated in culturally-aligned tutoring/coaching f.) Distance learning faculty will have incorporated at least 2 strategies to support Native American success, following professional development. NOC is on target to meet all of these year 2 performance measures.

## INFORMATION TO THE BOARD

### 7. Regents' Comments.

- Regent Dillingham requested having the enrollment service recruiters present at the September BOR meeting to share challenges, and opportunities they have been seeing.

### 8. Administrators' Updates.

- Ms. Anita Simpson gave an update on the ERP Computer system and stated that a committee of 19 employees who have been working hands on with the computer system be part of the committee, including the Executive Council.

### 9. President's Update.

- Dr. Evans gave an update on the concurrent enrollment for this upcoming year. Dr. Evans also gave thanks to Regent Brownlee for serving as chair for the last year and welcomed Regent Dillingham and stated he is already doing a great job.

### 10. Other Reports.

- a. **Personnel Changes.** Ms. Anita Simpson reported 1 resignation/termination and 2 new hires.
- b. **Stillwater Facility Update.** Sherry Alexander stated that the new building is coming along great and she feels very confident that we will be able to be moved in and ready to go by fall. She noted that everything is on track, on time and under budget.
- c. **Academic Plan.** Dr. Pamela Stinson reviewed NOC's 2018-2019 Academic Plan submitted to OSRHE.
- d. **NOC Graphics Standards Guide.** Ms. Sheri Snyder presented each regent with a copy of the updated NOC Graphic Standards Guideline. The guideline is reviewed each summer for potential changes and provides a clear and consistent message for the institution when marketing NOC.
- e. **NOC Fact Book.** Dr. Pamela Stinson presented each regent with a copy of the 2018-2019 NOC Fact Book. The Fact Book is prepared by Kathleen Otto, the

Brownlee, the Regents voted to approve June monthly financial report. Voting aye were Regent Brownlee, Cowan, Cline, DeWitt, and Dillingham.

15. **Monthly Purchases.**

- Ms. Simpson presented July 2018 purchases for approval. Purchases of \$25,000 or more were for: (#I.) Document Imaging Maintenance Agreement Renewal - Business Imaging Systems, Inc.; \$34,517.07; Funding Source: Capital Funds; (#II.) Student Accident Shield Insurance Premium – Specialty Insurance Solutions; \$131,110.00; Funding Source: Auxiliary Funds; (#III.) Boehme Chiller Replacement – Bee Line Heating & Repair; \$39,374.00; Stolhand Heating & Air Conditioning; \$43,152.00, Ward's Air Conditioning Inc.; \$49,573.00; Funding Source: Capital Funds; (#IV.) Envelope Printer – Northern Oklahoma College Printshop One Year Lease With Three Years Renewal – Mailfinance Inc.; \$33,008.64; Funding Source: Auxiliary Funds; State Contract #SW1008N; (#V.) Turnitin License Renewal – Academics – Turnitin, LC; \$33,452.09; Funding Source: Capital Funds. On the motion of Regent Cowan as seconded by Regent Dillingham, the Regents voted to approve July Purchases requested. Voting aye were Regent Brownlee, Cowan, Cline, DeWitt, and Dillingham.

16. **Monthly Allocation Request.**

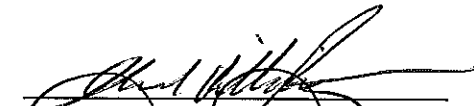
- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Software Fees & Licenses – \$115,000.00, Campus Site Development & Physical Plant – Tonkawa - \$20,000.00, Campus Site Development & Physical Plant – Enid - \$10,000.00, Residence Halls: Renovation, Furniture, & Equipment – Tonkawa - \$40,000.00, On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$185,000.00 as presented. Voting aye were Regents Brownlee, Cowan, Cline, DeWitt and Dillingham.


17. **Consider Surplus Auction at Cowboy Mall.**

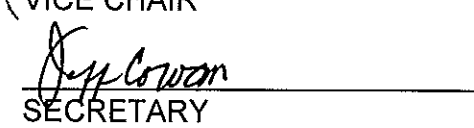
- Ms. Anita Simpson presented for approval the (date) surplus property for auction. On the motion of Regent Cowan as seconded by Regent Brownlee, the Regents voted to approve the (date) Surplus Property Auction. Voting aye were Regents Brownlee, Cowan, Cline, DeWitt, and Dillingham.


**ROUTINE AND OTHER**

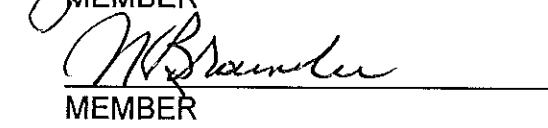
- 18. **New Business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of the agenda."
  
- 19. **Items for the next agenda.**
  
- 20. **Announcement of next scheduled meeting: Tuesday, September 18 2018, 1:00 p.m., Gantz Center, James Conference Room, Enid campus. Lunch will be served at 12:00 p.m. in between the Administration Building and the Marshall Building for the Enid Open House, 20<sup>th</sup> Anniversary Event.**
  
- 21. **Adjournment.** – Motion made at 2:45 p.m. to adjourn by Regent Dillingham as seconded by Regent Cowan. Voting aye were Regents Brownlee, Cline, Cowan, DeWitt, and Dillingham.

  
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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