

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, June 21, 2017, NOC Tonkawa

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

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, Marjilea Smithheisler and Shannon Mair.

1. **Call to order.** Chair Jeffrey Cowan 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.**
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, May 17, 2017, meeting were presented for approval. On the motion of Regent Brown as seconded by Regent Brownlee, the Regents approved the May minutes. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan. Chair Jeffrey Cowan requested the 2017-2018 annual family income requirement for Oklahoma Promise be verified.

INFORMATION TO THE BOARD

5. **Regents' Comments.** Regent Cowan expressed appreciation for receiving monthly financials in plenty of time to review.
6. **Administrators' Updates.**
 - a. Dr. Rick Edgington reported Summer and Fall 2017 Preliminary Enrollment. OSU invited NOC to participate in OSU's Fall enrollment. Dr. Shannon Cunningham, Mr. Eugene Smith, and Ms. Sheryl Nelson are going onto the OSU campus representing NOC-OSU Gateway Program, and they are actually enrolling students.
 - b. Anita Simpson reported NOC received notification about another reduction in state funding. The whole system will be cut \$6.2 million and NOC's portion will be \$64,396.00. A previous reduction occurred in March of \$47,089.00 for a total of \$111,485.00 or -1.3 percent.
 - c. Ms. Simpson shared she has prepared a cost comparison for students based on 1 credit hour, 15 hours, and 30 hours.
7. **President's Update.**
8. **Other Reports.**
 - a. ***Personnel Actions.*** Ms. Anita Simpson reported 11 resignations/terminations since the May meeting. There was also one new hire added to the Tonkawa campus: Timothy Hubbard, Livestock Judging Coach in Tonkawa.
 - b. ***Stillwater Facility Update.*** Dr. Evans reported steel construction work will begin during August 2017. She also commented on drone photos of the construction site and how exciting it is to see progress being made at the site.
 - c. ***Housing Update.*** Mr. Jason Johnson updated the board on student housing in Tonkawa and Enid.

9. **The New Criteria for Accreditation.** Dr. Pamela Stinson shared an overview of HLC's Criterion 5a and how NOC's financial indicators support our current educational programs and plans for maintaining and strengthening program quality in the future.
10. **Fourth Quarter Update on the Strategic Plan, Year Four.** Dr. Stinson shared results of an exit survey administered to students, and NOC ranked high in 'close to home' and 'affordable.'
11. **Updated Organizational Chart.** Ms. Anita Simpson presented the updated NOC Organization Chart for 2017-2018 dated June 13, 2017.

BOARD ACTION

12. **Exchange for Services Agreement.** Ms. Sheri Snyder reviewed the Exchange for Services Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. On the motion of Regent Dillingham as seconded by Regent Brown, the Regents approved the Exchange for Services Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
13. **Resource Agreement to Support Development Activities.** Ms. Snyder presented for approval the Resource Agreement between Northern Oklahoma College and Northern Oklahoma College Foundation, Inc. to Support Development Activities. On the motion of Regent Brownlee as seconded by Regent DeWitt, the Regents voted to approve the Resource Agreement to Support Development Activities. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
14. **2017-2018 Catalog.** Dr. Pamela Stinson presented the 2017-2018 Catalog for approval. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents approved changes to the FY2017-2018 Catalog as presented. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
15. **Tenure Requests.** Dr. Stinson presented the following faculty for tenure: Crys Davis (Science Faculty-Stillwater), Stacey Frazier (Language Arts Faculty-Tonkawa/Stillwater), Scott Harmon (Science Faculty-Tonkawa), Tim Kruse (Math Faculty-Stillwater), Ty Shreck (Social Science Faculty-Tonkawa), and Frankie Wood-Black (Science Faculty-Tonkawa). Dr. Stinson explained tenure is an acknowledgement an instructor has done a good job, and they must be here at least three years to be eligible for tenure. It is a quality check requiring faculty to comply and provide evidence of teaching effectiveness and institutional contributions. On the motion of Regent Dillingham as seconded by Regent DeWitt, the Regents approved tenure requests as presented. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
16. **Tuition and Mandatory Fees Increases for FY2018.**
Tonkawa and Enid Campuses – Ms. Anita Simpson presented for approval the Tuition and Mandatory Fees increases for FY2018 for Tonkawa and Enid campuses. Increases requested were 5.5% (\$6.35/credit hour) for resident tuition and mandatory fees and 7.5% (\$22.85/credit hour) for non-resident tuition and mandatory fees. Mandatory Fee increases for Tonkawa and Enid include a \$0.35 Student Technology Services Fee increase per credit hour, and a \$1.00 Student Activity Fee for increase for 30 credit hours. Overall this amounts to a \$190.50 increase for a resident and a \$685.50 increase for a non-resident for 30 credit hours.
NOC/OSU Gateway Program – Ms. Simpson presented for approval the Tuition and Mandatory Fees increases for FY2018 for the Stillwater NOC/OSU Gateway Program. Increases requested were 6.8% (\$13.15/credit hour) for resident tuition and mandatory fees and 7.8% (\$29.65/credit hour) for non-resident tuition and mandatory fees. Mandatory Fee increases for Stillwater NOC/OSU Gateway Program include a \$2.50 Student Technology Fee increase per credit hour, a \$1.95 Advising and Assessment Fee increase per credit hour, a \$3.70 Academic Facilities Fee increase per credit hour. Overall this amounts to a \$394.50 increase for a resident and a \$889.50 increase for a non-resident for 30 hours. On the motion of Regent Brownlee as seconded by Regent DeWitt, the Regents approved the Tuition and Mandatory

Fees Increases FY2018 for Tonkawa and Enid campuses and Stillwater NOC/OSU Gateway Program. Tuition and Mandatory Fees increases will be added upon approval by the OSRHE. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.

17. **Academic Services Fees Increases for FY2018.** Ms. Simpson presented for approval the Academic Service Fees Increases of \$10.00 per credit hour for the Campus Infrastructure Fee for the NOC/OSU Gateway Program for FY2018. On the motion of Regent Brown as seconded by Regent Dillingham, the Regents approved Academic Services Fees Increases for FY2018. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
18. **Institutional Budget for FY2018.** Ms. Simpson presented for approval the Institutional Budget for FY2018. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents approved the Educational and General Budget FY2017-2018 Part 1 – Primary Budget of \$25,809,753.00 for FY2018. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
19. **Campus Master Plan.** Ms. Anita Simpson presented for approval the Campus Master Plan FY2019-2026. On the motion of Regent Dillingham as seconded by Regent Brownlee, the Regents approved the Campus Master Plan FY2019-2026. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
20. **Monthly Financial Report.** Ms. Simpson presented for approval the monthly financial report dated May 31, 2017. On the motion of Regent Brownlee as seconded by Regent Brown, the Regents approved the monthly financial report as presented. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
21. **Monthly Purchases.** Ms. Simpson presented May 2017 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Threlkeld Hall HVAC Replacement – *Ward's Air Conditioning Inc* – \$49,996.00, *Dense Mechanical Contractors, Inc* – \$66,361.00, and *Stolhand HVAC – NO BID*; Funding Source: Capital Funds; (#II.) Online Tutoring Services, 2017-2018 – *Tutor.com* – \$30,000.00; Funding Source: Capital Funds (Sole Source); (#III.) Earl Butts Resident Hall Chiller Replacement – *Hydronic Systems Inc* – \$37,150.00; *Engineered Equipment Inc* – \$39,880.00; *United Refrigeration Inc* – \$65,915.32; Funding Source: Capital Funds; and (#IV.) Document Imaging Maintenance Agreement Renewal – *Business Imaging Systems Inc* – \$34,367.75; Funding Source: Capital Funds (Sole Source); and (#V.) Student Accident Shield Insurance Premium – *Specialty Insurance Solutions* – \$137,824.00; Funding Source: Auxillary (Sole Source). On the motion of Regent Dillingham as seconded by Regent DeWitt, the Regents voted to approve the June 2017 purchase report. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
22. **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 and Purchase of Enid Campus – \$25,000.00. On the motion of Regent Brownlee as seconded by Regent Brown, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$105,000.00 as presented. Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
23. **NOC Board of Regents Schedule Change.** Dr. Cheryl Evans presented NOC Board of Regents meeting location changes for April and May 2018 meetings. On the motion of Regent Brown as seconded by Regent Brownlee, the Regents approved the following location changes: April 18, 2018 – Tonkawa and May 16, 2018 – Enid, Voting aye were Regents Brown, Brownlee, DeWitt, Dillingham, and Cowan.
24. **Election of NOC Board of Regents Officers.** On the motion of Regent Brown as seconded by Regent Dillingham, the Regents appointed Regent Stan Brownlee as Chair, Regent Chad Dillingham as Vice Chair and Regent Dale DeWitt as Secretary.
25. **Group One Trustee(s) of the Northern Oklahoma College Foundation, Inc.** On the motion of Regent Dillingham as seconded by Regent DeWitt, the Regents voted to approve Regents Linda Brown and Jeff

18. Announcement of next scheduled meeting:
Wednesday, September 20, 2017, at 1:00 p.m., in the Gantz Center, James Room, Enid Campus. Lunch will be served at 12:30 p.m. in the James Room.


19. Adjournment. Motion made at 2:28 p.m. to adjourn by Regent Cowan as seconded by Regent Brown. Voting ye were Regents Brown, Cowan, DeWitt, Dillingham, and Brownlee.



CHAIR



MEMBER



VICE CHAIR

MEMBER

SECRETARY