

**NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS**  
Minutes

Wednesday, October 12, 2022, NOC Tonkawa

**Regents Present:** Jodi Cline, Brad Fox, Jami Groendyke, Michael Martin, and Jason Turnbow.

**Employees Present:** Dr. Clark Harris, Dr. Rick Edgington, Sheri Snyder, Anita Simpson, Jason Johnson, Diana Watkins, Jeremy Hise, Wade Watkins, Denise Bay, and Scott Cloud.

1. **Call to Order.** Chair Jami Groendyke called the meeting to order at 1:03 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted. Quorum was declared present.
2. **Introduction of visitors, guests, and/or speaker. Kirk Vanderslice of Hinkle & Co., PC.**
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.
4. **Public Comments.** No public comments were made.

**BOARD ACTION**

5. **Vote to approve minutes.**
  - The minutes of the Wednesday, July 20, 2022, meeting were approved on the motion of Regent Martin as seconded by Regent Fox. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.
6. **FY2022 Internal Audit Report.**
  - Mr. Kirk Vanderslice with Hinkle & Co., PC, presented the FY2022 Internal Audit Report. Mr. Vanderslice stated that the audit had no findings in the areas of expenditures, travel claims and payroll/human resources. On the motion of Regent Cline as seconded by Regent Turnbow, the Regents voted to approve the FY2022 Internal Audit Report. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.

7. **Policy Revision(s) and Additions to the 2022-2023 NOC Employee Handbook.**
  - Dr. Clark Harris reviewed recent policy revision(s) and additions to the 2022-2023 NOC Employee Handbook. On the motion of Regent Turnbow as seconded by Regent Fox, the Regents approved updates to the 2022-2023 NOC Employee Handbook. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.
  
8. **Policy Revision(s) and Additions to 2022-2023 NOC Course Catalog and Student Handbook.**
  - Diana Watkins reviewed recent policy revision(s) and additions to the 2022-2023 NOC Course and Student Handbook. On the motion of Regent Fox as seconded by Regent Cline, the Regents approved updates to the 2022-2023 NOC Course and Student Handbook. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.
  
9. **Policy Revision(s) and Additions for Northern Oklahoma College Foundation, Inc.**
  - Sheri Snyder reviewed recent policy revision(s) and additions to the Northern Oklahoma College Foundation, Inc. On the motion of Regent Cline as seconded by Regent Fox, the Regents approved policy revision(s) and additions to the Northern Oklahoma College Foundation, Inc. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.
  
10. **2022 NOC Annual Safety and Fire Report for Tonkawa and Enid.**
  - Mr. Jason Johnson presented for approval the 2022 NOC Annual Safety and Fire Report for Tonkawa and Enid. On the motion of Regent Turnbow as seconded by Regent Fox, the Regents voted to approve the 2022 NOC Annual Safety and Fire Report for Tonkawa and Enid as presented. Voting aye were Regent Cline, Fox, Martin, Turnbow, Groendyke
  
11. **Monthly Financial Report.**
  - Ms. Simpson presented for approval the monthly financial reports dated July 31, 2022, August 31, 2022, and September 30, 2022. On the motion of Regent Martin as seconded by Regent Fox, the Regents approved the monthly financial reports as presented. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.
  
12. **Monthly Purchase Report.**
  - Ms. Simpson presented August, September, and October 2022 purchases for approval. **Purchases of \$25,000 or more were for:** (#I) 10 HVAC Units – Removal, Replacement and Installation – CDSA Building – Dense Mechanical - \$79,000.00; Funding Source: Grant Funds. (#II) Custodial Services – Residence Halls, Tonkawa – 10 Months – A & L Services - \$78,000.00;

Funding Source: Auxiliary Funds. (#III) 2 New 2022 Executive Coach 51 Passenger Commercial Buses – Master Transportation -\$555,758.00; Funding Source: Capital Funds. (#IV) Process Technology Building Renovation – Rick Scott Construction -\$286,749.00; Funding Source: NASNTI Grant Funds and Auxiliary Funds. (#V) Absolute Data & Device Security Software – CDW-G - \$25,768.00; Funding Source: Capital Funds. (#VI) Library Research Database – All Campuses – ProQuest -\$26,139.73; Funding Source: Capital Funds. (#VII) 20 Microsoft Surface Laptops & Software, 3 Microsoft Surface Pros, Docking Stations, Keyboards & Software – Upward Bound – CDW-G - \$30,932.53; Funding Source: Grant Funds. On the motion of Regent Fox as seconded by Regent Turnbow, the Regents approved August, September, and October 2022 Monthly Purchases. Voting aye were Regents Martin, Turnbow, and Groendyke. Regents Cline and Fox abstained from voting.

13. **Monthly Allocations Report.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer and Networking – Tonkawa - \$10,000.00, Computer and Networking – Enid - \$10,000.00, Computer and Networking – Stillwater - \$10,000.00, Computer Hardware, Software, Licenses & Fees – \$400,000.00, Library Acquisitions - \$25,000.00, Library Acquisitions – Enid - \$25,000.00, Purchase of Vehicles - \$285,000.00, Purchase of Vehicles – Enid - \$285,000.00. On the motion of Regent Turnbow as seconded by Regent Cline, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$1,050,000.00 as presented. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.

14. **Surplus Property.**

- Ms. Simpson presented for approval of various athletic uniforms, cheerleading uniforms, and Roustabout's costumes older than five-years, as well as the Kinzer Performing Arts Center Theater curtains as surplus property. On the motion of Regent Martin as seconded by Regent Cline, the Regents voted to approve various athletic uniforms, cheerleading uniforms, and Roustabout's costumes older than five-years, as well as the Kinzer Performing Arts Center Theater curtains as surplus property. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.

15. **Executive Session.**

- Discussion and vote to approve/disapprove convening into executive session pursuant to Title 25, Oklahoma Statue 307 (B)(4), for the purpose of discussing confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the public body, with the advice of its attorney, determines that disclosure will seriously impair the ability of the public

body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest. On the motion of Regent Martin as seconded by Regent Turnbow, the Regents voted to go into executive session pursuant to Title 25, Oklahoma Statutes 307(B)4), regarding a U.S. Department of Education program review. Voting aye were Regent Cline, Fox, Martin, Turnbow, and Groendyke. *Attorney attended telephonically.*

16. **Vote to return to open session.**

- On the motion of Regent Fox as seconded by Regent Turnbow, the Regents voted to return to open session. Voting aye were Regents Cline, Fox, Martin, Turnbow, and Groendyke.

17. **Needed actions from the Executive Session.**

- No action was taken.

## **INFORMATION TO THE BOARD**

18. **Administrative Comments.**

- Diana Watkins shared that the ACEN Board of Commissioners has granted continuing accreditation to the associate nursing program and scheduled the next evaluation visit for Spring 2030. The Nursing program has an area of commendation related to the innovative Academic Practice Partner program. She stated that the Nursing program has one area needing development, which is related to on-time completion rate.
- Sheri Snyder stated that through the Gene V. Dougherty's Estate, the Foundation was gifted his house as well as numerous paintings. The gift acceptance committee as well as the executive committee has been meeting to finalize arrangements in preparation for a house action. Proceeds from the action will support the existing Gene Dougherty Art Scholarship fund.
- Jeremy Hise gave an update on NOC and Making a Difference/Red Tail Youth Aviation Program and stated that the lease has been signed and submitted to the City of Enid for grant funding approval. He also noted that NOC continues to work with Enid Regional Development Alliance and many other educational and area business partners to explore additional ways to make Enid an aviation workforce development area of excellence.
- Rick Edgington reported that NOC has a 5% increase in headcount and a 2% increase in Credit Count from Fall of 2021.
- Anita Simpson noted that she participated in the Council of Business Officers meeting last month and some of the topics included the ARPA Grant funding

processes that will be used to expend the \$300,000 that we will be receiving for the Nursing program. She stated that we are currently completing the Grant Project Review Packet and have been informed that the Healthcare, Workforce and Transportation agency will be administering the state funding. They will be assessing a 2% administrative service fee from the grant funds. State Risk Management is also in quest of changes in legislation that will allow the state to look at a self-insurance program up to the first \$50 million of property claims instead of paying premiums directly to third parties.

- Wade Watkins said he's excited to be in the roll of Interim Vice President of Stillwater and has some big shoes to fill. He also stated that OSU has released their 5-year Strategic Plan and will be making connections to see where NOC/Gateway fits in their plan.
- Jason Johnson reviewed the NOC Weekly Pandemic Situation Update Report. The Weekly Pandemic Situation Update is posted on the NOC emergency page by the close of the business day each Friday to keep the campus community informed.

19. **President's Update.**

- Dr. Harris noted that he's very excited to see student activities up this semester and gave thanks to Student Affairs staff for planning many fun student activities.
- Dr. Harris stated that NOC employees participated in a survey asking for suggested ways to increase revenue and reduce expenses. Data survey responses will be compiled and sent to employees in the near future.
- Dr. Harris noted that he is very pleased with the transformation of the Vineyard Library into Pickens Learning Commons and that it is near complete.
- Dr. Harris stated that he has met with representative from Dynamics Discs, from Emporia, KS and Enid Disc Golf to discuss the possibility of establishing high level professional disc golf course on the NOC Enid golf course.

20. **Regents Comments.**

- No comments were made.

21. **Other Reports.**

**a. Personnel Changes.** Ms. Anita Simpson reported five resignations and 16 new hires.

**b. 2022-2023 Institutional Assessment Plan.** Diana Watkins reviewed the Institutional Assessment Plan for the 2022-2023 year, noting that it addresses Program, general education, institutional, and co-curricular assessment

Measures.

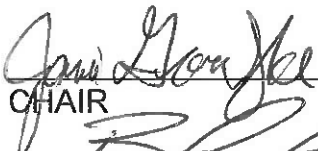
**c. NOC 2022-2023 Fact Book.** Diana Watkins presented each Regent with a copy of the 2022-2023 NOC Fact Book. This report is used for various purposes, including community presentations, grant research, and HLC review. This is the tenth year of publication.


**d. Red Tails Lease Agreement Update.** Jeremy Hise gave an update on NOC and Making a Difference/Red Tail Youth Aviation Program and stated that the lease has been signed and submitted to the City of Enid for grant funding approval. He also noted that NOC continues to work with Enid Regional Development Alliance and many other educational and area business partners to explore additional ways to make Enid an aviation workforce development area of excellence.

## ROUTINE AND OTHER


22. **New Business.**
23. **Items for the next agenda.**
24. **Announcement of next scheduled meeting: The next regular scheduled meeting is Wednesday, November 9, 2022, at 1:00 p.m., 615 North Monroe Street, Brown Conference Room 270, Stillwater.**
25. **Adjournment.** – Motion made at 3:36 p.m. to adjourn by Regent Fox as seconded by Regent Cline. Voting aye were Regents Cline, Fox, Turnbow, and Groendyke.


*Regent Martin left meeting at 3:32 p.m.*

  
CHAIR

  
VICE CHAIR

  
SECRETARY

  
MEMBER

  
MEMBER