

**NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS**  
**Minutes**

Wednesday, July 21, 2021, NOC Tonkawa

**Regents Present:** Stan Brownlee, Jodi Cline, Dale DeWitt, Jami Groendyke, and Michael Martin.

**Employees Present:** Dr. Clark Harris, Dr. Pamela Stinson, Dr. Rick Edgington, Sheri Snyder, Anita Simpson, Jason Johnson, Diana Watkins, Jeremy Hise, Ryan Paul, Dr. Kathleen Otto, Denise Bay, and Scott Cloud.

1. **Call to Order.** Chair Michael Martin called the meeting to order at 12:58 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.** Honorable Judge Lee Turner and Assistant Attorney General Whitney Herzog Scimeca.
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.
5. **New Regent Administration of Oath of Office.** Jami Groendyke was sworn in by the Honorable Judge Lee Turner. Ms. Groendyke took the oath to become a Regent for Northern Oklahoma College.
6. **NOC Fact Book Presentation.**
  - Dr. Kathleen Otto, Institutional Research and Assessment Director, presented each Regent with a copy of the 2020-2021 NOC Fact Book. This report is used for various purposes, including community presentations, grant research, and HLC review. This is the ninth year of publication.

## BOARD ACTION

7. **Vote to approve minutes.**
  - The minutes of the Wednesday, June 16, 2021 meeting were approved on the motion of Regent Brownlee as seconded by Regent Groendyke. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
  
8. **2021-2022 Employee Handbook.**
  - Dr. Pam Stinson and Ms. Simpson reviewed recent changes to the NOC Employee Handbook. On the motion of Regent Brownlee as seconded by Regent Groendyke, the Regents approved updates to the 2021-2022 Employee Handbook. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
  
9. **Monthly Financial Report.**
  - Ms. Simpson presented for approval of the monthly financial reports dated June 30, 2021. On the motion of Regent DeWitt as seconded by Regent Brownlee, the Regents approved the monthly financial reports as presented. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.
  
10. **Monthly Purchase Report.**
  - Ms. Simpson presented July 2021 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Blackboard Learning Core – Annual Review, Blackboard Inc. - \$29,746.52; Funding Source: NASNTI Funds, Sole Source, (II.) Blackboard Server Hosting/Support Zoom Licensing and Cloud Storage, OneNet – OSRHE - \$28,251.61; Funding Source: Capitol Funds, Sole Source, (III.) Document Imaging System Maintenance & Support – Annual Renewal, Business Imaging Systems, Inc. - \$27,136.91; Funding Source: NASNTI Funds, Sole Source, (IV.) Secondary Monument Signage – Enid - \$35,113.00; Funding Source: Private Funds; Auxiliary Funds, Sole Source, (V.) Digital Mailing System – Print Shop and Mail Room, Including Digital Mailing System, Dynamic Scale, Conveyor Stacker, Folder Inserter, Software, Insert Feeders, Label Printer, ETC. 1 Year Term with Four Additional Renewal Periods, Quadient Leasing USA Inc. - \$42,994.56; Funding Source: Auxiliary Funds, OK State Contract SW 1008N. On the motion of Regent Brownlee as seconded by Regent Groendyke, the Regents approved July 2021 Monthly Purchases. Voting aye were Regents Brownlee, DeWitt, Groendyke, and Martin.
  
11. **Monthly Allocations Report.**
  - Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Computer Hardware, Software, Licenses & Fees - \$100,000.00, Library Acquisitions – \$10,000.00, Library

Acquisitions – Enid - \$10,000.00. On the motion of Regent Cline as seconded by Regent Brownlee, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$120,000.00 as presented. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Martin.

## **INFORMATION TO THE BOARD**

### **12. Administrative Comments.**

- Anita Simpson gave a brief update on the Aladdin contract and stated that they are still negotiating fine terms and should be finalized by the end of the week.
- Dr. Rick Edgington reviewed preliminary enrollment reports for fall 2021 noting that enrollment numbers reflect a decrease. Dr. Edgington explained to the Regents the marketing plans for NOC to reach prospective students through regular mail and digital means. The plan targets NOC's service area but also other areas in the Oklahoma and Kansas market.
- Sheri Snyder reported that Dr. Cheryl Evans, President Emeritus, was named the Enid YWCA Woman of the Year at a ceremony in Enid on July 15, 2021. Sheri also stated that a small group of NOC employees and family members attended the OCPRA Awards Reception where Jamie Haney, former NOC employee earned 3<sup>rd</sup> place for her entry in the Poster Division. The poster was entered for the competition on her behalf from the NOC Printing Services Department.
- Jason Johnson reported that NOC had one positive COVID-19 case currently ongoing. Jason noted that his office will continue to track COVID-19 cases as students come back to campus this fall.
- Diana Watkins noted that she has been meeting with Oklahoma State officials to better incorporate NOC Gateway students into student activities at OSU to provide a better experience for students interested in attending NOC.
- Jeremy Hise stated that he has been meeting with Northwestern Oklahoma State University officials to continue to build relationships with NWOSU and the Enid community.

### **13. President's Update.**

- Dr. Harris stated that the Northern employees and area communities we serve have made him feel so welcome. Everyone has been phenomenal and I can see the tremendous work ethic of our employees. He noted that he's been having meetings to get acclimated and stated that things are going well in his first month.

14. **Regents Comments.**
- No comments were made.
15. **Other Reports.**
- a. Personnel Changes.** Ms. Anita Simpson reported twelve resignations and six new hires.
- b. Updated Academic Calendar to Recognize Federal Holiday.** Dr. Pamela Stinson noted that the newly-named federal holiday Juneteenth would be added to the calendar for 2022 but would be observed on a Friday when NOC is also closed for summer hours.
- c. Information Technology Plan.** Ms. Anita Simpson reviewed the FY22 Operations Budget and the Operations Details.
- d. Academic Plan for FY2021-2022.** Dr. Pamela Stinson gave a brief update on the high impact practices that NOC reports on each year in an Academic Plan submitted to the State Regents. The Plan includes initiatives in areas such as college readiness, degree completion, and academic partnerships.
- e. Graphic Standard Guide.** Ms. Sheri Snyder presented each Regent with a copy of the updated NOC Graphic Standards Guide. The guidelines are reviewed each summer for potential changes and provides a clear and consistent message for the institution when marketing NOC.

## **ROUTINE AND OTHER**

18. **New Business.**
19. **Items for the next agenda.**
20. **Announcement of next scheduled meeting: The next regular scheduled meeting is Wednesday, September 15, 2021, at 1:00 p.m., 100 South University, Gantz Center, Room 100, on the Enid campus.**
21. **Adjournment.** – Motion made at 2:20 p.m. to adjourn by Regent Brownlee as seconded by Regent Cline. Voting aye were Regents Brownlee, Cline, DeWitt, Groendyke, and Cline.

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CHAIR

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MEMBER

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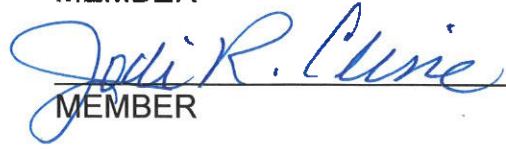
CHAIR



MEMBER



VICE CHAIR



MEMBER

SECRETARY