

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS
Minutes

Wednesday, September 23, 2020, NOC Enid

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

Regent(s) Absent: Dale DeWitt

Employees Present: Dr. Cheryl Evans, Anita Simpson, Sheri Snyder, Dr. Rick Edgington, Dr. Pamela Stinson, Jason Johnson, Diana Watkins, Raydon Leaton, Denise Bay, Scott Cloud, and Ryan Paul.

1. **Call to Order.** Chair Jodi Cline 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. Quorum was declared present.
2. **Introduction of visitors, guests, and/or speaker.**
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 15, 2020 meeting were approved on the motion of Regent Martin as seconded by Regent Brownlee. Voting aye were Regents Brownlee, Cline, Groendyke, and Martin.
5. **Monthly Financial Report.**
 - Ms. Simpson presented for approval the monthly financial reports dated for July 31, 2020 and August 31, 2020. On the motion of Regent Brownlee as seconded by Regent Martin, the Regents approved the monthly financial report as presented. Voting aye were Regents Brownlee, Cline, Groendyke, and Martin.

6. **Monthly Purchase Report.**

- Ms. Simpson presented September 2020 purchases for approval. Purchases of \$25,000 or more were for: (#I.) Blackboard Learning Core Renewal, 2020-2021 – Blackboard Inc. - \$28,330.01; Funding Source: NASNTI Grant Funding. (#II.) Student Accident Shield Insurance Premium – Specialty Insurance Solutions - \$121,578.00; Funding Source: Auxiliary Funds – Sole Source. (#III.) Athletic and Catastrophic Insurance Premium – Specialty Insurance Solutions - \$44,739.00; Funding Source: E&G Funds – Sole Source. (#IV.) Roll Filter Replacements – Tonkawa Campus – Camfil USA, Inc. - \$29,547.14; Funding Source: CARES Act Funding – Emergency. (#V.) Vieta Access Control Renewal, 2020-2021 – BadgePass, Inc. - \$27,081.00; Funding Source: Capital Funds – Sole Source. (#VI.) Replacement of 59 Desktops and 32 Surface Tablets – All Campuses (modified to Surface Pro 7; Previously Surface Pro 6 approved in July and not available) – CDW-Government, Inc. - \$92,511.65; Funding Source: Capital Funds – OK Board of Regents Contract. On the motion of Regent Brownlee as seconded by Regent Martin, the Regents approved September 2020 Monthly Purchases. Voting aye were Regents Brownlee, Cline, Groendyke, and Martin.

7. **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, Dining Hall Renovation & Equipment – Tonkawa - \$15,000.00, Library Acquisitions - \$25,000.00, Library Acquisitions – Enid - \$25,000.00. On the motion of Regent Brownlee as seconded by Regent Martin, the Regents voted to approve the Section 13/New College Fund 600 & 650 allocation request for \$165,000.00 as presented. Voting aye were Regents Brownlee, Cline, Groendyke, and Martin.

INFORMATION TO THE BOARD

8. **Regents Comments.**

- No comments were made.

9. **Administrative Comments.**

- Dr. Edgington reviewed preliminary enrollment reports for fall 2020 noting that their enrollment numbers for the fall reflect a 17% decrease in headcount and a 26% decrease in credit hours.
- Ms. Anita Simpson stated that all funds to students have been refunded with \$818,356 disbursed on a per credit hour basis and \$167,153 disbursed in technology grants from the CARES Act funding.

- Ms. Anita Simpson noted that open enrollment will begin in October with NOC meeting held via webinar on October 12th – 15th for interactive presentations. Enrollment for the year will be a passive enrollment process for employees that have a no changes in coverage. Employees who have a FSA or a HAS are required to complete the enrollment process electronically through TBX.
- Ms. Anita Simpson stated that On-site Flu Clinics have been set up in October for all three campuses.
- Ms. Sheri Snyder gave a brief update on the Renfro Spring Lectureship featuring Grammy Award-winning songwriter Jimmy Webb. She stated that the Lectureship has been tentatively rescheduled for Thursday, April 22, 2021, and that tickets are still available for purchase.
- Mr. Raydon Leaton noted that Student Services has been doing a great job with being creative and trying to find activities for students to participate in while following COVID-19 restrictions.
- Mr. Jason Johnson reviewed the NOC Weekly Pandemic Situation Update Report stating that NOC reports weekly on positive cases and required quarantine cases associated with students, faculty and staff. 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.
- Ms. Diana Watkins stated that she visited with Amy Martindale, Assistant Dean for Academic Services in the College of Arts and Sciences at OSU on ways to help students capture ways to bounce back after they have been placed on probation.

10. **President's Update.**

- Dr. Evans noted that this year's Leadership Oklahoma Lifetime Achievement Award recipient is Chancellor Glen Johnson.
- Dr. Evans expressed her appreciation for all the teamwork that's been made to keep COVID-19 guidelines in place to keep our students and employees safe.
- Dr. Evans stated that with a 26% decrease in credit hours for the fall semester there will be some heavy lifting of the institutional budget going into the spring semester of 2021. She noted that we need to ensure that our institution remains financially stable and maintains adequate required financial reserves.
- Dr. Evans gave a brief update on the implementation of J-1 and stated that we are still on track and ready to "Go Live" in November.

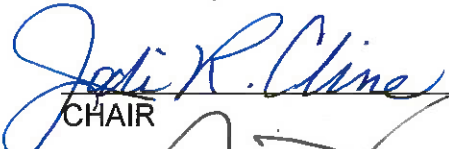
11. **Other Reports.**

- ***Personnel Changes.*** Ms. Anita Simpson reported seven resignations and twenty-one new hires, many in foodservice.

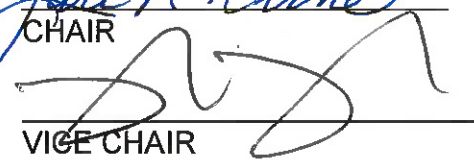
12. **Strategic Plan Quarterly Update Report.**
 - Dr. Pamela Stinson gave a brief overview of the Strategic Plan for 2019-2025.
13. **2020-2021 Institutional Assessment Plan.**
 - Dr. Pamela Stinson reviewed the Institutional Assessment Plan for the 2020-2021 Year, noting that it addresses program, general education, institutional, and co-curricular assessment measures.

ROUTINE AND OTHER

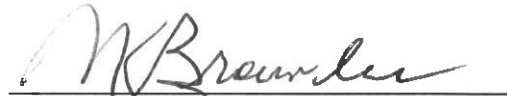
14. **New Business.**
15. **Items for the next agenda.**
16. **Announcement of next scheduled meeting: The next regular scheduled meeting is Wednesday, October 21, 2020, at 1:00 p.m., Events Hall Banquet Room 202 in the Renfro Center on the Tonkawa campus.**
17. **Adjournment.** – Motion made at 2:21 p.m. to adjourn by Regent Brownlee as seconded by Regent Martin. Voting aye were Regents Brownlee, Cline, Groendyke, and Martin.



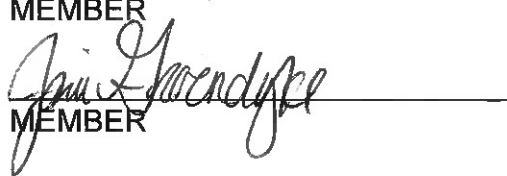
CHAIR



VICE CHAIR



MEMBER



MEMBER

SECRETARY