

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS
Minutes

Wednesday, September 13, 2023, NOC Enid

Regents Present: Brad Fox, Jami Groendyke, Mike Loftis, and Michael Martin.

Employees Present: Dr. Clark Harris, Dr. Rick Edgington, Sheri Snyder, Anita Simpson, Jason Johnson, Diana Watkins, Jeremy Hise, Dr. Marsh Howard, and Denise Bay.

1. **Call to Order.** Chair Brad Fox called the meeting to order at 2:00 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted. Quorum declared present.
2. **Introduction of visitors, guests, and/or speaker.** Justin Kersey, with Crawford & Associates, P.C.
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 22, 2023, meeting were approved on the motion of Regent Loftis as seconded by Regent Groendyke. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.
6. **FY2023 Internal Audit Report**
 - Mr. Justin Kersey with Crawford & Associates, P.C., presented the FY2023 Internal Audit Report. Mr. Kersey stated that based on their review and evaluation of the internal controls surrounding the College's Pre-Audit System, four findings out of 30 cases were noted through the Miscellaneous Claims Encumbrance System. On the motion of Regent Martin as seconded by Regent Loftis, the Regents voted to approve the FY2023 Internal Audit Report. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.

7. **Change of October BOR Meeting Date.**

- Dr. Harris requested the October 18, 2023, NOC Board of Regents meeting change dates to October 25, 2023. On the motion of Regent Groendyke as seconded by Regent Martin, the Regents approved to move the October 18, 2023 BOR meeting to October 25, 2023. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.

8. **2023-2024 Employee Handbook.**

- Dr. Harris reviewed recent changes to the NOC Employee Handbook. On the motion of Regent Martin as seconded by Regent Groendyke, the Regents approved updates to the 2023-2024 Employee Handbook. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.

9. **Monthly Financial Report.**

- Ms. Simpson presented for approval the monthly financial reports dated July 31, 2023, and August 31, 2023. On the motion of Regent Groendyke as seconded by Regent Loftis, the Regents approved the monthly financial reports as presented. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.

10. **Monthly Purchase Report.**

- Ms. Simpson presented September 2023 purchases for approval. **Purchases of \$25,000 or more** were for: (#I.) Campus Lawn Care - Tonkawa – Sparks Yard and Home Maintenance - \$25,718.00; Funding Source: E & G Funds. (#II.) Maintenance Software – Brightly Software, Inc - \$31,542.80; Fund Source: Capital Funds, Sole Source. (#III.) Roof Replacement – Vineyard Library – Administration Building – American Roofing - \$395,216.94; Funding Source: OMES Insurance Claim #235003292, Estimate – Does not include additional trades or discovery items. (#IV.) Powerfaids Net Partner Maintenance & Support – The College Board - \$27,993.00; Funding Source: Auxiliary Funds. On the motion of Regent Martin as seconded by Regent Groendyke, the Regents approved September 2023 Monthly Purchases. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.

11. **Monthly Allocations Report.**

- Ms. Simpson presented for approval Section 13/New College Fund 600 & 650 allocation requests for the following projects: Furniture & Equipment – Tonkawa - \$10,000.00, Computer Hardware, Software, Licenses & Fees – \$50,000.00, Repair of Educational Facilities – Tonkawa - \$10,000.00, Renovation of Campus Buildings – Tonkawa - \$50,000.00. On the motion of Regent Groendyke as seconded by Regent Martin, 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 Groendyke, Loftis, Martin, and Fox.

12. **Surplus Property.**

- Ms. Anita Simpson presented for approval surplus property for auction. On the motion of Regent Loftis as seconded by Regent Groendyke, the Regents approved surplus property for auction. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.

INFORMATION TO THE BOARD

13. **Administrative Comments.**

- Diana gave thanks to the IT department for working so hard to make sure the new Blackboard system ran smoothly during the transition period. She also stated that NOC 2023 Nursing Graduates achieved 100% first time pass rate on the national registered nurse licensure exam. The state pass rate was 93.77%, and the national pass rate was 94.31% for the same time period.
- Sheri Snyder stated that NOC has received several donations greater than \$5,000.00 since the last BOR meeting in July. She also invited the Regents to the Jets Soccer Take-Off Event set for September 20, 2023.
- Jeremy Hise stated that NOC received a \$25,000.00 grant from AT&T Services, Inc. He noted that this grant will help with the digital divide and will provide 19,000 potential laptops and 24,000 hot spots. He also stated that there were several clubs/organizations, athletic teams, and nursing students that participated in the Cherokee Strip parade.
- Rick Edgington reviewed the Fall 2023 Preliminary Enrollment reports dated September 13, 2023, noting that the headcount for the fall is down 5% and credit hours are down by 3% from Fall 2022.
- Anita Simpson thanked all the employees in the Physical Plant department as well as others that stepped forward with making the transition in personnel as seamless as possible since losing the Physical Plant Director and Assistant Director. She stated that the main focus has been making sure the services provided to our students and employees are disrupted as little as possible. She also noted that NOC Executive Council decided to increase the hourly wages for College and Federal Work-study Student Employment effective August 21st, the beginning of the Fall Semester.
- Marsh Howard stated that the Get Going with Gateway, our annual orientation day for incoming students, was held virtually for the second year. We invited over 180 new students, about 50 attended, which was fewer than the previous

year. However, closed streets for parking impacted attendance. For the first time, Get Going with Gateway hosted businesses, organizations and non-profits from the community.

- Jason Johnson noted that the Fall semester has kicked off with all of our teams involved in either off season or in season activities. The men and women soccer teams have completed the move and are enjoying early season success at the Advance Soccer Complex in Enid. He also stated that Wrestling fundraising efforts continue to raise funds to bring Wrestling back to the Tonkawa campus. He invited the Regents to the Inaugural NOC Wrestling Premier Donor Dinner at TS Fork on September 30.

14. **President's Update.**

- Dr. Harris stated that identifying legislative priorities for higher education is an important issue for the Oklahoma Council of Presidents and OSRHE (Oklahoma State Regents for Higher Education). There are five tentative priorities that were established by the State Regents with input from the Council of Presidents; 1.) Property Insurance Rates, 2.) STEM Production, 3.) Deferred Maintenance/Demolition, 4.) Campus Safety and Security: a.) Physical Campus Security, b.) Cybersecurity, and 5.) Staff Raises. These five priorities are all high priorities with Northern Oklahoma College.

15. **Regents Comments.**

- No comments were made.

16. **Other Reports.**

a. Personnel Changes. Ms. Anita Simpson reported seventeen resignations and nineteen new hires.

b. NOC Fact Book. Diana Watkins presented each Regent with a copy of the 2023-2024 NOC Fact Book. This report is used for various purposes, including community presentations, grant research, and HLC review.

c. Institutional Scholarship Programs. Ms. Sheri Snyder provided updates to the policy and procedures to the Institutional Scholarship programs. She stated that the new policy and procedures will take effect in the spring of 2024.


ROUTINE AND OTHER

17. **New Business.**

18. **Items for the next agenda.**

19. **Announcement of next scheduled meeting: The next scheduled meeting is Wednesday, October 25, 2023, at 2:00 p.m., 1220 East Grand Avenue, Vineyard Administration Building, Large President's Conference Room 106B**

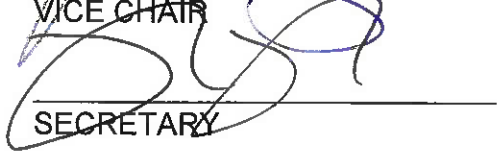
20. **Adjournment.** – Motion made at 3:59 p.m. to adjourn by Regent Groendyke as seconded by Regent Martin. Voting aye were Regents Groendyke, Loftis, Martin, and Fox.



CHAIR



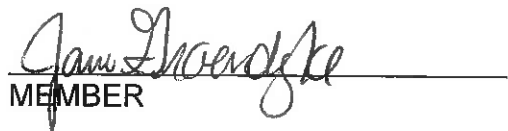
VICE CHAIR



SECRETARY



MEMBER



MEMBER