



**MINUTES
Board of Regent's Regular Meeting
April 17, 2018**

The Board of Regents for Western Oklahoma State College met Tuesday, April 17, 2018, at 7:30 p.m. in the Regents' Room (HLC 108) at Western Oklahoma State College for a regular meeting. Regents present were Chairman Brent Howard, Vice Chairman Scott Northrip, Secretary Justin Lewis, and members, Robert Williams, Dana Darby and Ron Osterhout.

1. **Call to Order, Roll Call and Announcement of Quorum of the Board. Announcement of Filing the Meeting Notice and of Posting the Agenda in Accordance with the Open Meeting Law.** The meeting was called to order by Chairman Howard. Roll call was conducted by Ms. Briar Jenkins, who noted that a quorum was present and stated that the meeting notice had been filed with the Secretary of State and posted at the main entrance in compliance with the requirements of the Open Meeting Law.
2. **Introduction of Guests:** The following guests were present: Dr. Chad Wiginton, Vice President for Student Support Services; Ms. Tricia Latham, Vice President for Business Affairs; Ms. Lisa Greenlee, Vice President for Academic Affairs; Mr. Richard Rose of Crawford & Associates; Ms. Heather Hood, Controller; Ms. Kristen Shelby, Faculty Senate President; Ms. Katie Brewer, Staff Senate Chair, Ms. Kaylee Baker, Student Senate President; Mr. Larry Duffy, Executive Secretary for the WOSC Foundation; Mr. Cesar, Rotarian; Mr. Justin Smith, Director for Institutional Effectiveness; Ms. Terri Pearson, Director for Upward Bound; Ms. Zadie Curry, PT Director for Public Relations; and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Faculty Senate Report.** Ms. Kristin Shelby, Faculty Senate Chair reported:
 - A. **Music Department.** The spring musical was a great success with a full house. The Spring Concert is scheduled for April 27 at 7:00 p.m., there is also a special performance on May 4, called Go for Baroque.
 - B. **Math and Science Departments.** On April 28, Altus Christian Academy students will be on campus for a Lab Day from 12:30 – 2:30. On April 29 the math and science department will be hosting a STEM camp for 1st through 4th grade students. Glenna Lunday, Business Instructor won the 2017 Outstanding Accounting Educator's Award from the Oklahoma Society of CPAs.
4. **Staff Senate Report.** Ms. Melissa Smith, Staff Senate President reported:
 - A. **Financial Aid.** The Financial Aid department sent 113 scholarship letters.
 - B. **Admissions.** Admissions has now automated degree checks. These are readily available for advisors and students.
 - C. **Student Billing.** Students with balances under \$100 are being contacted now every other week in order to assist them to achieve a zero balance.

5. **Report and Response to the Final Internal Audit Report for FY18.** Ms. Tricia Latham, Vice President for Business Affairs along with Mr. Richard Rose, Crawford and Associates presented the final internal audit report for FY 18 as outlined in Tab D, Attachments 1-12. Regent Osterhout moved that the board approve the final internal audit report as presented. Regent Northrip seconded the motion and the following votes were recorded: Darby, yes; Northrip, yes; Lewis, yes; Osterhout, yes; Williams, yes; Howard, yes. Motion was adopted unanimously.
6. **Upward Bound Presentation.** Dr. Chad Wiginton, Vice President for Student Support Services introduced Ms. Terri Pearson, Upward Bound Program Director who updated the Board on the Upward Bound program.
7. **Higher Learning Commission Update.** Ms. Lisa Greenlee, Vice President for Academic Affairs provided the Board updated information in regard to the College's preparation for an upcoming site visit scheduled for October 1-2, 2018.
8. **Discussion and Possible Action Regarding Program Review Approvals for Behavioral Science and Health, Physical Education, and Recreation.** Ms. Lisa Greenlee, Vice President for Academic Affairs presented the Program Review Approvals for Behavioral Science and Health, Physical Education, and Recreation as outlined in Tab E, Attachments 1-34. Regent Osterhout moved that the Board approve the Program Review Approvals for Behavioral Science and Health, Physical Education, and Recreation as presented. Regent Lewis seconded the motion, and the following votes were recorded: Williams, yes; Lewis, yes; Northrip, yes; Osterhout, yes; Darby, yes; Howard, yes. The motion was adopted unanimously.
9. **Consent Docket.** Regent Northrip moved that the Board approve the consent docket as outlined under Tab F, Attachments 1-3 and Tab G Attachments 1-4. Regent Darby seconded the motion, and the following votes were recorded: Osterhout, yes; Williams, yes; Lewis, yes; Northrip, yes; Darby, yes; Howard, yes. Motion was adopted unanimously.
14. **Discussion and Possible Action Regarding Proposed Increase in Residence Hall Room and Board Rates for FY19.** Ms. Tricia Latham, Vice President Business Affairs presented the board with a proposal to increase Residence Hall and Board rates for FY19 as outlined in Tab H, Attachments 1-6. Regent Osterhout moved that the board approve the proposed increase in Residence Hall and Board rates for FY19 as presented. Regent Northrip seconded the motion, and the following votes were recorded: Darby, yes; Northrip, yes; Lewis, yes; Osterhout, yes; Williams, yes; Howard, yes. The motion was adopted unanimously.
15. **Discussion and Possible Action Regarding Request for Pavement Projects.** Ms. Tricia Latham, Vice President for Business Affairs presented a request for pavement projects as outlined in Tab I, Attachments 1-3. Regent Osterhout moved that the Board approve the request for pavement projects as presented. Regent Williams seconded the motion, the following votes were recorded: Northrip, yes; Lewis, yes; Osterhout, yes; Williams, yes; Darby, yes; Howard, yes. Motion was adopted unanimously.
16. **Discussion and Possible Action Regarding "Next Step" in Presidential Evaluation Process.** After a lengthy conversation Regent Osterhout moved to provide the evaluation form to the Vice President's, Athletic Director, Faculty Senate, Staff Senate and Student Senate. The form will be provided through the President's Office via secured website and then forwarded and tabulated by Ms. Tricia Latham, Vice President for Business Affairs. Regent Northrip seconded the motion, and the following votes were recorded: Williams, yes; Lewis, yes; Osterhout, yes; Darby, yes; Northrip, yes; Howard, yes. The motion as adopted unanimously.

17. **Discussion and Possible Action Regarding a 6:00 p.m. Start Time for Future Board of Regent Meetings.** Regent Northrip moved that the board change the meeting time from 7:30 p.m. to 6:30 p.m. going forward. Regent Darby seconded the motion, and the following votes were recorded: Williams, yes; Osterhout, yes; Darby, yes; Northrip, yes; Lewis, yes; Howard, yes. The motion was adopted unanimously.
18. **Report on Presidential Search Committee.** Regent Osterhout reported on the process of obtaining the list of candidates that received at least one vote from the sub-committee comprised of three regents, and the chairs from the Faculty Senate, Staff Senate and Student Senate.
20. **President's Report and Recommendations.** President Birdine had nothing to report at this time.
21. **Proposed Executive Session Pursuant to Section 307 (B)(1) of the Open meeting Act.** At 9:44 p.m. Regent Northrip moved that the Board go into Executive Session. Regent Osterhout seconded the motion and the following votes were recorded: Darby, yes; Northrip, yes; Lewis, yes; Osterhout, yes; Williams, yes; Howard, yes. Motion was adopted unanimously.
22. **Open session and Possible Action Regarding Matters discussed in Executive Session.** At 12:15 a.m. Regent Darby moved that the Board return to Open Session. Regent Osterhout seconded the motion and the following votes were recorded: Lewis, yes; Osterhout, yes; Williams, yes; Northrip, yes; Darby, yes; Howard, yes. The motion was adopted unanimously.
23. **Discussion of Personnel Matters.** Regent Osterhout moved to accept the personnel recommendations as outlined in Tab L, Attachments 1-9 which include the personnel retirement resignations of Ms. Lisa Greenlee, Vice President for Academic Affairs, Ms. Glenna Lunday, Business Education Instructor, Ms. Anita Miller, Director of Administrative Computing; Dr. Bruce Newman, Political Science Instructor; the resignations of Mr. Jeffrey Gonda, Vocal Instructor; Ms. Sarah Gunkel, Accountant; Ms. Carmen Nickel, Director of Nursing and the personnel employments of Ms. Chelsea McMains, Administrative Secretary to the Vice President for Business Affairs; and Meredy Thompson, Accountant. Regent Lewis seconded the motion, and the following votes were recorded: Williams, yes; Osterhout, yes; Darby, yes; Northrip, yes; Lewis, yes; Howard, yes. Motion was adopted unanimously.

Regent Osterhout moved that the Board accept the personnel employment of Dr. Chad Wiginton, President with a salary of \$125,000. Regent Northrip seconded the motion, and the following votes were recorded: Darby, yes; Lewis, yes; Northrip, yes; Osterhout, yes; Williams, yes; Howard, yes. Motion was adopted unanimously.
24. **Adjournment.** At 12:19 a.m.

NOTE: The meeting was held in accordance with the Open Meeting Law. The agenda was posted 24 hours in advance in the display case across from A-1 at Western Oklahoma State College.