



WESTERN OKLAHOMA STATE COLLEGE

Board of Regents

MINUTES Board of Regent's Regular Meeting June 7, 2018

The Board of Regents for Western Oklahoma State College met Thursday, June 7, 2018, at 6:30 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 Susan Givens, Dana Darby, and Robert Williams.

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 Chairperson 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: Ms. Tricia Latham, Vice President for Business Affairs; Ms. Lisa Greenlee, Vice President for Academic Affairs; Dr. Chad Wiginton, Vice President for Student Support Services; Dr. Jennifer Patterson; Faculty Senate President; Ms. Katie Brewer, Staff Senate Chair; Mr. Jimmy Poe, Staff Senate Chair Elect; Ms. Heather Hood, Controller; Mr. Steve Prater, Dean of Learning Support Systems/CTO; Mr. Justin Smith, Director of Institutional Effectiveness; Ms. Chrystal Overton, Academic Dean; Ms. Zadie Curry; Director of Public Information; and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Special Board Presentation.** Chairman Howard presented both Lisa Greenlee, retiring Vice President for Academic Affairs and Tricia Latham, retiring Vice President for Business Affairs vases in recognition of their years of service to the institution and to the students of Western Oklahoma State College.
4. **Faculty Senate Report.** Dr. Jennifer Patterson reported on finding new ways to bring in new students by creating more internships and apprenticeships.
5. **Staff Senate Report.** Ms. Katie Brewer reported on the Sexual Assault Awareness event held on April 30 that had 124 students in attendance. The first live virtual orientation was launched via Zoom to enhance the student educational experience at Western. A second virtual orientation will be held in the fall and each recording will be stored in virtual western.
6. **Consent Docket.** Regent Northrip moved that the Board approve the consent docket as outlined under Tab A, Attachments 1-3 and Tab B, Attachments 1-4. Regent Darby seconded the motion and the following votes were recorded: Williams, yes; Lewis, yes; Northrip, yes; Givens, yes; Darby, yes; Howard, yes. Motion was adopted unanimously.

7. **Discussion and Possible Action Regarding Long Range Capital Planning Commission CAP Plan.** Ms. Tricia Latham, Vice President for Business Affairs presented a recommendation for FY 2020 through FY 2027, 12 projects totaling \$5,639,945 as outlined in Tab C, Attachments 1-7. Regent Northrip moved that the Board approve the recommendation to approve all 12 projects totaling \$5,639,945. Regent Williams seconded the motion, and the following votes were recorded: Darby, yes; Northrip, yes; Lewis, yes; Givens, yes; Williams, yes; Howard, yes. Motion was adopted unanimously.
8. **Discussion and Possible Action Regarding Student Store Point of Sale Software/Hardware Solution Purchase.** Mr. Steve Prater, Dean of Learning Support Systems/CTO proposed that Western contract with BMS (Bookstore Management Systems) for a new Point of Sale software as outlined in Tab D, Attachments 1-12. The investment would total \$18,835 & \$6,196 in recurring annual fees. Regent Darby moved that the Board approve contracting with BMS with an investment of \$18,835 & \$6,196 in recurring annual fees. Regent Williams seconded the motion, and the following votes were recorded: Givens, yes; Lewis, yes; Northrip, yes; Darby, yes; Williams, yes; Howard, yes. Motion was adopted unanimously.
9. **Discussion and Possible Action Regarding Tuition Increase Request.** Ms. Tricia Latham, Vice President for Business Affairs proposed a tuition increase of 3.5% as outlined in Tab E, Attachments 1-4. This increase equates to \$4.70 per credit hour which will make the FY19 rate \$139.50 per credit hour Tuition and Mandatory fees. Regent Williams moved that the Board approve 3.5% tuition increase as presented. Regent Northrip seconded the motion and the following votes were recorded: Darby, yes; Northrip, yes; Lewis, yes; Givens, yes; Williams, yes; Howard, yes. Motion was adopted unanimously.
10. **Discussion and Possible Action Regarding Military Tuition Assistance Refund Policy (new).** Ms. Tricia Latham proposed a new Military Tuition Assistance Refund Policy be added to the college catalog as outlined in Tab F, Attachments 1-2. Regent Lewis moved that the Board approve the new Military Tuition Assistance Refund policy as presented. Regent Northrip seconded the motion, and the following votes were recorded: Darby, yes; Williams, yes; Givens, yes; Lewis, yes; Northrip, yes; Howard, yes. Motion was adopted unanimously.
11. **Discussion and Possible Action Regarding Readmission Policy-Military Service Members.** Dr. Chad Wiginton, Vice President for Student Support Services presented the Readmission Policy-Military Service Members as outlined in Tab G, Attachments 1-2. Regent Darby moved that the Board approve the policy as presented. Regent Williams seconded the motion, and the following votes were recorded: Lewis, yes; Givens, yes; Williams, yes; Northrip, yes; Darby, yes; Howard, yes. Motion was adopted unanimously.
12. **Discussion and Possible Action Regarding a Program Modification – Child Development AAS Degree and Child Development Certificate.** Ms. Lisa Greenlee, Vice President for Academic Affairs presented the modifications needed for the Child Development AAS Degree and Child Development Certificate as outlined in Tab H, Attachment 1. Regent Williams moved that the Board approve the modifications as presented. Regent Northrip seconded the motion, and the following votes were recorded: Givens, yes; Darby, yes; Williams, yes; Lewis, yes; Northrip, yes; Howard, yes. The motion was adopted unanimously.

13. **Discussion and Possible Action Regarding Program Deletion – Fire Technology.** Ms. Lisa Greenlee, Vice President for Academic Affairs presented the request to approve the deletion of the fire technology program outlined in Tab I, Attachment 1. This program was suspended in March 2015 along with the implementation of a three year teach out plan that has been completed. Regent Northrip moved that the board approve the deletion of the fire technology program as presented. Regent Lewis seconded the motion, and the following votes were recorded: Williams, yes, Givens, yes; Darby, yes; Northrip, yes; Lewis, yes, Howard, yes. The motion was adopted unanimously.
14. **Discussion and Possible Action Regarding Program Deletion – Computer Information Systems (CIS) Option.** Vice President Greenlee presented the request to approve the deletion of the computer information systems (CIS) option from under the Business Associate of Science degree. This option was suspended in March 2016 along with the implementation of a two year teach out plan that has been completed. Regent Darby moved that the board approve the deletion of the computer information systems (CIS) option from under the Business Associate of Science degree as presented. Regent Williams seconded the motion, and the following votes were recorded: Lewis, yes; Northrip, yes; Darby, yes; Givens, yes; Williams, yes, Howard, yes. The motion was adopted unanimously.
15. **Discussion and Possible Action Regarding Red River Flight Academy Contract Renewal for FY2017-2018.** Vice President Greenlee presented the contract renewal of Western’s Flight Training Agreement with Red River Flight Academy (RRFA) as outlined in Tab K, Attachments 1-8. An appendix to this year’s agreement was added so that all charges were delineated and transparent. Regent Williams moved that the board approve the renewal as presented. Regent Northrip seconded the motion, and the following votes were recorded: Lewis, yes; Givens, yes; Williams, yes; Northrip, yes, Darby, yes; Howard, yes. The motion was adopted unanimously.
16. **Discussion and Possible Action Regarding Project Lead the Way (Biomed) Agreement.** Vice President Greenlee presented the updated Project Lead the Way (BioMed) agreement as outlined in Tab H, Attachments 1-22. The only change made was a clerical one, changing “Academic Deans” to “Academic Dean.” Regent Darby moved that the board approve the updated agreement as presented. Regent Givens seconded the motion, and the following votes were recorded: Williams, yes; Lewis, yes; Northrip, yes; Givens, yes; Darby, yes; Howard, yes. The motion was adopted unanimously.
17. **Presidents Report and Recommendations.** President Birdine reported on the following:
 - A. **Commencement.** We had 305 graduates for the 2017-2018 academic year with nearly 40% participating in the May 11, 2018 commencement ceremony.
 - B. **Picture of the State.** President Birdine informed the Board of the positive trends in State Revenue over the past three months. Birdine pointed out that if the positive revenue trends continue it becomes less and less likely that the college would have its FY19 state appropriations cut.

18. **Proposed Executive Session Pursuant to 307 (B) (1) of the Open Meeting Act.** At 7:51 p.m. Regent Darby moved that the Board go into Executive Session. Regent Northrip seconded the motion and the following votes were recorded: Lewis, yes; Williams, yes; Darby, yes; Givens, yes; Northrip, yes; Howard, yes. Motion was adopted unanimously.
19. **Open Session and Possible Action Regarding Matter Discussed in Executive Session.** At 9:17 p.m. Regent Darby moved that the Board return to Open Session. Regent Lewis seconded the motion, and the following votes were recorded: Lewis, yes; Givens, yes; Williams, yes; Northrip, yes; Darby, yes; Howard, yes. Motion was adopted unanimously.
17. **Discussion of Personnel Matters.** Regent Northrip moved to accept the personnel recommendations as outlined in Tab M, Attachments 1-6 which include the employments of Ms. Chrystal Overton, Vice President for Academic Affairs; Ms. Melissa Maples, Vice President for Business Affairs; Ms. Shanna McBride, Child Development Coordinator/Faculty; Ms. Amy Harmon, Business Faculty Member; Ms. Rachel Holder, Nursing Clinical Coordinator; and Ms. Stacey (Jerrick) Machado, Director of Nursing. Regent Williams seconded the motion, and the following votes were recorded: Darby, yes; Northrip, yes, Williams, yes; Givens, yes; Lewis, yes; Howard, yes. The motion was adopted unanimously.
18. **Request for Approval of FY19 Budget.** Ms. Tricia Latham, Vice President for Business Affairs presented the FY19 budget as outlined in Tab Mc, Attachments 1-44. Eight budget categories were presented to include: the E&G Budget at \$10,016,793; the E&G II Budget at \$2,938,139; the 700 Fund Budget at \$12,000,000; 789 Fund Budget of \$10,000,000; 790 Fund Budget of \$2,000,000; the Student Activities Budget at \$128,000; the Capital Budget at \$1,998,711 and the Auxiliary Services Budget at \$912,970 as outlined in Tab Mc, Attachments 1-44. Regent Northrip moved that the Board approve the FY19 budget as presented. Regent Williams seconded the motion, and the following votes were recorded: Lewis, yes; Darby, yes; Williams, yes; Givens, yes; Northrip, yes; Howard, yes. The motion was adopted unanimously.
19. **Election of Board Officers for FY2018 – 2019.** Regent Darby moved that the Board officers elected are as follows: Chairman – Scott Northrip; Vice Chairman – Justin Lewis, Secretary – Robert Williams. Regent Lewis seconded the motion, and the following votes were recorded: Northrip, yes; Williams, yes; Lewis, yes; Givens, yes; Darby, yes Howard, yes. The motion was adopted unanimously.
20. **Adjournment.** At 10:15 p.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.