



**MINUTES
Board of Regent's Regular Meeting
August 14, 2018**

The Board of Regents for Western Oklahoma State College met Tuesday, August 14, 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 Scott Northrip, Vice Chairman, Justin Lewis, Secretary Robert Williams, and members Susan Givens, Dr. Dana Darby, and Dr. Dustin Lively. Regent Brent Howard was absent.

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 Northrip. 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. Melissa Maples, Vice President for Business Affairs; Ms. Chrystal Overton, Vice President for Academic Affairs; Ms. Terri Pearson, Vice President for Student Support Services; Dr. Jennifer Hammack, Agriculture/Nursing/Science Division Director and Faculty Senate Chair; Ms. Katie Brewer, Assistant Director of Admissions and Registrar and Staff Senate Chair; Mr. Jimmy Poe, Director of Safety and Security and Staff Senate Chair-Elect; Ms. Zadie Curry, Director of Public Relations/Agriculture Instructor and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Faculty Senate Report.** Dr. Jennifer Hammack reported on the addition of Ms. Zadie Curry, Director of Public Relations/Agriculture Faculty to the assessment committee and Ms. Jessica Segraves, Biology Faculty to the curriculum committee. Some ideas to increase enrollment were giving away tickets to basketball games to the five county area residents, hosting more events here at Western like the FFA speech contest and pumpkin patch, creating new degree program options, writing grants to help fund programs and projects, providing presentations or getting involved in the five county area schools, and establishing an Advisory Board with area businesses to gain a better understanding of the training and/or educational wants and needs employers are seeking.
4. **Staff Senate Report.** Ms. Katie Brewer reported on a successful Ice Cream Social for campus staff where they were able to sign up for different functions and committees. Planning for the Boo Bash is underway and the Senate position representing the grants program, recently vacated by Mr. Garrett Decker, will be in place by September 4. Brewer ended her report by expressing her gratitude towards the board for the step increase.
5. **Consent Docket.** Regent Lewis moved that the Board approve the consent docket as outlined under Tab O, Attachments 1-4 and Tab P, Attachments 1-4. Regent Williams seconded the motion and the following votes were recorded: Darby, yes; Lively, yes; Williams, yes; Givens, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.

6. **FY18 Year End Report.** Ms. Melissa Maples, Vice President for Business Affairs updated the board on an FY18 year-end report. Ms. Maples estimated that the College will end the FY18 year with a deficit of \$49,000.
7. **Report and Possible Action Regarding Higher Learning Commission Assurance Filing.** Ms. Chrystal Overton, Vice President for Academic Affairs, presented the Higher Learning Commission (HLC) Assurance Argument as outlined in Tab Q, Attachment 1. Regent Darby moved that the Board approve the document as presented. Regent Williams seconded the motion, and the following votes were recorded: Lewis, yes; Darby, yes; Lively, yes; Williams, yes; Givens, yes; Northrip, yes. Motion was adopted unanimously.
8. **Report and Possible Action Regarding the Academic Restructure and Changes to the Employee Handbook.** As outlined in Tab R, Attachment 1, Vice President Overton presented the following academic restructure and changes to the employee handbook: in section 5.2, Administrative Council-remove deans and replace with division directors; add Director of Academic Support and Online Education; decrease the Faculty and Staff Senate representatives from two to one each; in section 5.3, Deans Council-change name to Academic Affairs Council; remove deans and add division directors; in section 5.4, Academic Integrity Committee-remove deans and add one division director; and in section 5.11, HLC/NCA Steering Committee-remove NCA from title; this is no longer commonly used when referring to HLC. Regent Williams moved that the board approve the changes as presented. Regent Givens seconded the motion, and the following votes were recorded: Darby, yes; Lively, yes; Williams, yes; Givens, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
9. **Discussion and Possible Action Regarding a Change to the Faculty Credential Policy 6.12.** As outlined in Tab S, Attachments 1-5, Ms. Overton presented the following changes to the Faculty Credential Policy 6.1: Update the HLC resource document to *Determining Qualified Faculty Through HLC's Criteria for Accreditation and Assumed Practices*, remove Oklahoma State Regents policy 3.1.4.D.4 (policy was deleted), add the Faculty Credential Table, developed a clearer way to articulate the guidelines for minimum academic credentials required for certain disciplines while taking into account "Tested Experience" along with a brief summary about that the table, updated the policy to reflect the new structure using division directors, and updated the policy language so it reflects current processes more accurately. Regent Lively moved that the board approve the changes as presented. Regent Williams seconded the motion, and the following votes were recorded: Lively, yes; Williams, yes; Givens, yes; Lewis, yes; Darby, yes; Northrip, yes. The motion was adopted unanimously.
10. **President's Report and Recommendations:** President Wiginton reported on the following:
 - **Renovations/Projects:** President Wiginton reported on the completion of the PE Wing Bathrooms, the Tech Ed flooring and painting, roofing that covers the Dorms, PE Locker rooms and the pool, and road project (Western Pioneer Lane) which should be completed by the end of August.
 - **Fall In-Service:** Wiginton reported on the declining population, state budget challenges and opportunities that include the upcoming HLC site visit in October, concurrent enrollment along with new and amended program offerings. The President's main priorities are enrollment, retention, graduation and community involvement.
 - **Freshman Connection:** Thanks to the hard work of our High School and College Relations Specialist Ms. Maegan Martin, Freshman Connection had 118 students in attendance.

- **Community Involvement:** Thanks to three area churches, Emanuel Baptist Church, Martha Road Baptist Church and Southside Baptist Church, three meals were served to those living in student housing the weekend prior to the semester beginning. The Great Plains Baptist Association (GPBA) also provided donuts and coffee to all students the first three days of the semester.
 - **Athletic Enrollment:** Since many of our athletes are not on campus until the weekend before school starts, Western holds a mini enrollment that includes the Office of Admissions, the Testing Center and the Office of Financial Aid. This helps ensure student athletes are prepared to attend class on the first day of school.
 - **Classroom Visits:** The executive team visited a total of 19 classes during the first two days of the semester. The team expressed their appreciation for the students choosing Western and reminded them of the variety of resources on campus to aid in their successes.
 - **Welcome Week:** Western students can participate in free nightly activities to help kick off the first week of school. Monday is Party at the Point. Tuesday is the water slides at Quartz Mountain. Wednesday is a movie night at Heritage Park Theaters. Thursday is bowling at the Town and Country Lanes and Friday is a parking lot party on campus.
 - **Town Hall Meeting:** Congressman Frank Lucas will hold a town hall meeting in the Pioneer Heritage Center on Monday, August 20, 2018, at 4:00 p.m.
11. **Proposed Executive Session Pursuant to Section 307 (B)(1) of the Open Meeting Act.** At 7:32 p.m. Regent Williams moved that the Board go into Executive Session. Regent Darby seconded the motion and the following votes were recorded: Givens, yes; Lewis, yes; Darby, yes; Lively, yes; Williams, yes; Northrip, yes. Motion was adopted unanimous.
 12. **Open Session and Possible Action Regarding Matter Discussed in Executive Session.** At 8:45 p.m. Regent Givens moved that the Board return to Open Session. Regent Lewis seconded the motion, and the following votes were recorded: Williams, yes; Givens, yes; Darby, yes; Lewis, yes; Lively, yes. Motion was adopted unanimously.
 13. **Discussion of Personnel Matters.** Regent Williams moved to accept the personnel recommendations as outlined in Tab T, Attachments 1-16 which include the employments of Virginia Stidham, Softball Coach; Amanda Hart, Accounts Receivables/Billing Clerk; Terri Pearson, Vice President for Student Support Services; Zadie Curry, Director of Public Relations/Agriculture Faculty; Tiffany Johnson, Nursing Faculty (Lawton); Jana Foster, Vocal Music Faculty; Johnny Cantu, Grounds Maintenance; Tammy Giliam, Child Development Scholars Coordinator, the resignations of John Koweno, Softball Coach; Shyanne Koweno, Accounts Receivable/Billing Clerk; Allison Sayre, Nursing Simulation Coordinator; Nicole Keenum, Mathematics Instructor, Garrett Decker, GEAR UP College Liaison and Tenure recommendations which include honorary tenure for Bob Pearson and recognition plaques for current and future tenured faculty. Regent Givens seconded the motion and the following votes were recorded: Lively, yes; Williams, yes; Givens, yes; Lewis, yes; Darby, yes; Northrip, yes. Motion was adopted unanimously.
 14. **Adjournment.** At 8:46 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.