



**MINUTES**  
**Board of Regent's Regular Meeting**  
**October 23, 2018**

The Board of Regents for Western Oklahoma State College met Tuesday, October 23, 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, Brent Howard, Dana Darby, Susan Givens, and Dustin Lively.

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; Mr. Jim Hinkle, Hinkle & Company, PC; Dr. Jennifer Hammack, Faculty Senate Chair/Ag/Science/Nursing Division Director; Ms. Heather Hood, Controller; Ms. Katie Brewer, Staff Senate Chair/Assistant Director of Admissions and Registrar; Mr. Jimmy Poe, Staff Senate Chair Elect/Safety & Security Coordinator/Utilities Manager; Mr. Justin Smith, Director of Institutional Effectiveness; Ms. Zadie Curry, Director of Public Relations/Ag Instructor; and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Faculty Senate Report.** Dr. Jennifer Hammack, Ag/Science/Nursing Division Director reported on the HLC visit. The faculty are requesting clarification on assessment reporting and information on how their overloads are paid. The Nursing department's accreditation is scheduled for October 29-30, 2018. The college was awarded the Carl Perkins Grant through a consortium with Cameron University. Western will receive \$27,268 that will be used to purchase equipment for Nursing and support Club Scrub which is a health careers club in the high schools at Altus and Lawton. The Music department formed a promo through social media announcing the 2019 spring musical, Willy Wonka. The department also has plans to add a Music Education option to their degree program. The Agriculture department will be hosting the Pumpkin Patch again this year on October 27, 2019 from 3:00 – 6:00 p.m. and the faculty will start recruiting in the area schools for students seeking agriculture degrees.
4. **Staff Senate Report.** Ms. Katie Brewer reported on the College's energy savings through McKinstry. Western's Alumni Association along with Staff Senate competed in the Cotton Pickin' Chili Cookoff on Saturday, October 6. The group won second place in the Large Booth Award.

5. **Report and Response to the Annual External Audit.** Ms. Melissa Maples, Vice President for Business Affairs along with Mr. Jim Hinkle with Hinkle & Company, PC presented the Annual External Audit for FY2018 as outlined in the bound copy provided by the auditor at the meeting.  
  
Regent Williams moved that the board approve the external audit report as presented. Regent Darby seconded the motion and the following votes were recorded: Lewis, yes; Darby, yes; Lively, yes; Williams, yes; Givens, yes; Howard, abstain; Northrip, yes. The motion was adopted.
6. **Report on Higher Learning Commission's Site Visit.** Ms. Chrystal Overton, Vice President for Academic Affairs briefed the board on HLC's site visit that was held on October 1-2, 2018 as outlined in Tab A, Attachment 1.
7. **Consent Docket.** Regent Darby moved that the Board approve the consent docket outlined under Tab B, Attachments 1-3 and Tab C, Attachments 1-6. Regent Howard seconded the motion and the following votes were recorded: Lively, yes; Williams, yes; Givens, yes; Darby, yes; Howard, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
8. **Discussion and Possible Action Regarding the Assessment Report.** Ms. Chrystal Overton, Vice President for Academic Affairs presented the Summer 2017 to Spring 2018 Assessment Report as outlined in Tab D, Attachment 1. Regent Howard moved that the board approve the Assessment Report as presented. Regent Givens seconded the motion and the following votes were recorded: Darby, yes; Lively, yes; Howard, yes; Givens, yes; Williams, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
9. **Discussion and Possible Action Regarding Program Modification Request for Agriculture Sciences.** Ms. Chrystal Overton, Vice President for Academic Affairs presented the Program Modification for the Agriculture Sciences as outlined in Tab E, Attachments 1-27. The math courses will change to align with math pathways and two new degree options will be added under Agriculture Science. Regent Howard moved that the Board approve the program modification request for the Agriculture Sciences as presented. Regent Lewis seconded the motion, and the following votes were recorded: Lively, yes; Williams, yes; Givens, yes; Howard, yes; Lewis, yes; Darby, yes; Northrip, yes. The motion was adopted unanimously.
10. **Discussion and Possible Action Regarding Program Deletion of Radiologic Technology.** Ms. Chrystal Overton, Vice President for Academic Affairs presented the request for the Program Deletion of Radiologic Technology as outlined in Tab F, Attachments 1-79. Regent Darby moved that board approve the request to delete the Radiologic Technology program as presented. Regent Lively seconded the motion, and the following votes were recorded: Williams, yes; Howard, yes; Givens, yes; Lewis, yes; Darby, yes; Lively, yes; Northrip, yes. The motion was adopted unanimously.
11. **Discussion and Possible Action Regarding Assistance (Service and Emotional Support) Animal Agreement for College Housing.** Vice President Pearson presented an agreement on the Assistance (Service and Emotional Support) Animal Agreement as outlined in Tab G, Attachments 1-7. Regent Williams moved that the board approve the agreement as presented. Regent Howard seconded the motion, and the following votes were recorded: Givens, yes; Lewis, yes; Darby, yes; Howard, yes; Lively, yes; Williams, yes; Northrip, yes. Motion was adopted unanimously.

12. **Discussion and Possible Action Regarding Assistance Animal Policy.** Vice President Pearson presented the Assistance Animal Policy as outlined in Tab H, Attachments 1-3. Regent Lively moved that the board approve the policy as presented. Regent Williams seconded the motion, and the following votes were recorded: Lewis, yes; Darby, yes; Lively, yes; Williams, yes; Howard, yes; Givens, yes; Northrip, yes. Motion was adopted unanimously.
13. **Discussion and Possible Action Regarding Criminal Background Check Policy.** Ms. Melissa Maples, Vice President for Business Affairs presented the new Criminal Background Check policy as outlined in Tab I, Attachments 1-2. Regent Darby moved that the board approved the policy as presented for new hires going forward. Regent Williams seconded the motion, and the following votes were recorded: Lively, yes; Givens, yes; Williams, yes; Lewis, yes; Darby, yes; Howard, yes; Northrip, yes. Motion was adopted unanimously.
14. **Discussion and Possible Action Regarding Drug and Alcohol Use and Testing Policy.** Vice President Maples presented the Drug and Alcohol Use and Testing Policy as outlined in Tab J, Attachments 1-4. Regent Williams moved that the board approve the policy as presented. Regent Lively seconded the motion, and the following votes were recorded: Lewis, yes; Givens, yes; Lively, yes; Williams, yes; Darby, yes; Howard, yes; Northrip, yes. Motion was adopted unanimously.
15. **Discussion and Possible Action Regarding Social Media Policy.** Vice President Maples presented the new Social Media Policy as outlined in Tab K, Attachments 1-6. Regent Darby moved that the board approve the policy as presented. Regent Givens seconded the motion, and the following votes were recorded: Lewis, yes; Lively, yes; Darby, yes; Williams, yes; Givens, yes; Howard, yes; Northrip, yes. Motion was adopted unanimously.
16. **Discussion and Possible Action Regarding the Purchase of New Poise Hardware.** Mr. Justin Smith, Director of Institutional Effectiveness presented the request to purchase new Poise hardware as outlined in Tab L, Attachments 1-2. Regent Williams moved that the board approve the purchase of new Poise hardware as presented. Regent Howard seconded the motion, and the following votes were recorded: Darby, yes; Lively, yes; Howard, yes; Williams, yes; Givens, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
17. **Discussion and Possible Action Regarding Off-Campus Housing Expenditure.** Mr. Jimmy Poe, Safety & Security Coordinator/Utilities Manager presented the request to remit payment to Microtel of Altus should expenditures exceed the \$15,000 threshold for the fall 2018 and/or spring 2019 semesters as outlined in Tab M, Attachment 1. Regent Howard moved that the board approve the request to remit payment to Microtel of Altus should expenditures exceed the \$15,000 threshold as presented. Regent Darby seconded the motion, and the following votes were recorded: Lively, yes; Williams, yes; Givens, yes; Howard, yes; Lewis, yes; Darby, yes; Northrip, yes. Motion was adopted unanimously.
18. **Discussion and Possible Action Regarding Approval of the Schedule of Regular Meetings of the Board of Regents for the 2019 Calendar Year.** Regent Williams moved that the board approve schedule of board meetings for 2019 as outlined in Tab N, Attachment 1. Regent Lewis seconded the motion, and the following votes were recorded: Howard, yes; Givens, yes; Williams, yes; Lewis, yes; Darby, yes; Lively, yes; Northrip, yes. Motion was adopted unanimously.

19. **Discussion on Potential Board Consolidation.** Dr. Chad Wiginton, President briefed the board on the potential board consolidation. The president recommended the board form a sub-committee of three board members to explore the three board options designated by the OSRHE (Oklahoma A&M, University of Oklahoma, Regional University System of Oklahoma).
20. **Presidents Report and Recommendations.** President Wiginton reported:
  - A. **2018 Ag Scholarship Banquet.** This year's Ag Scholarship banquet was held on September 5, 2018. The banquet generated 50 donors providing a total of \$24,950.00 in scholarships for 39 students.
  - B. **Dept. of Labor/Southwest Community Action Group/Child Development Apprenticeship.** On September 20, 2018, Western formed a partnership with the Southwest Community Action Group (SOCAG) to engage individuals in apprenticeships and eventually certificate programs in Child Development. SOCAG was the recipient of a Department of Labor grant aimed at strengthening the workforce through on the job training and post-secondary education.
  - C. **Upward Bound STEM Grant Award.** The Upward Bound department has been awarded a one-time supplement of \$36,774. This award will be used to develop a mobile STEM Lab and available to use anywhere on campus or at Upward Bound target schools.
  - D. **New President's Partners.** Western welcomes new President's Partners Ms. Tricia Latham, CPA; Guy and Emily Smith, Ms. Melissa Maples, Vice President for Business Affairs, Mike and Christy Duffy, Josh McClintock, and Justin and Amy Abernathy.
  - E. **Vocal Music Program News.** The Altus Children's Chorus has begun under the direction of Vocal Music Instructor Jana Foster as well as the Altus Community Chorus under the direction of adjunct faculty GiGi Brickhouse. The vocal department also announced the spring 2019 musical which will be Willy Wonka.
21. **Proposed Executive Session Pursuant to Section 307 (B)(1) of the Open Meeting Act.** At 8:55 p.m. Regent Howard moved that the Board go into Executive Session. Regent Darby seconded the motion and the following votes were recorded: Williams, yes; Givens, yes; Lewis, yes; Howard, yes; Darby, yes; Lively, yes; Northrip, yes. The motion was adopted unanimously.
22. **Open Session and Possible Action Regarding Matter Discussed in Executive Session.** At 9:50 p.m. Regent Darby moved that the Board return to Open Session. Regent Lewis seconded the motion, and the following votes were recorded: Givens, yes; Lively, yes; Darby, yes; Lewis, yes; Howard, yes; Williams, yes; Northrip, yes. The motion was adopted unanimously.
23. **Discussion of Personnel Matters.** Regent Howard moved to accept the personnel recommendation as outlined in Tab O, Attachments 1-2 which include the employment of Ms. Julie Lincicum, Simulation Coordinator. Regent Darby seconded the motion, and the following votes were recorded: Lively, yes; Williams, yes; Howard, yes; Givens, yes; Lewis, yes; Darby, yes; Northrip, yes. The motion was adopted unanimously.

Regent Howard moved to accept the proposal of granting Western employees “Appreciation Reward Hours” that will allow full-time employees 16 hours paid time off and part-time employees eight hours paid time off to be used by the end of FY19. Regents Williams seconded the motion, and the following votes were recorded: Lively, yes; Howard, yes; Williams, yes; Givens, yes; Lewis, yes; Darby, yes; Northrip, yes. Motion was adopted unanimously.

24 **Adjournment.** At 9:52 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.