

MINUTES
Board of Regent's Regular Meeting
April 30, 2019

The Board of Regents for Western Oklahoma State College met Tuesday, April 30, 2019, 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 Rick Vernon.

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. Terri Pearson, Vice President for Student Support Services; Ms. Melissa Maples, Vice President for Business Affairs; Ms. Chrystal Overton, Vice President for Academic Affairs; Ms. Katie Brewer, Staff Senate Chair/Assistant Director of Admissions & Registrar; Mr. Jimmy Poe, Staff Senate Vice-Chair/Safety & Security Coordinator and Utilities Manager; Mr. Justin Smith, Director of Institutional Effectiveness/Interim CTO; Ms. Heather Hood, Controller; Ms. Zadie Curry, Director of Public Relations; and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Introduction of New Board Member.** President Wiginton introduced new Board member Mr. Rick Vernon.
4. **Faculty Senate.** Ms. Chrystal Overton, Vice President for Academic Affairs, reported on behalf of the Faculty Senate.
5. **Staff Senate.** Ms. Katie Brewer; Chair, reported on behalf of the Staff Senate.
6. **Consent Docket.** Regent Darby moved that the Board approve the consent docket as outlined under Tab A, Attachments 1-4 and Tab B, Attachments 1-4. Regent Lewis seconded the motion, and the following votes were recorded: Williams, yes; Vernon, yes; Darby, yes; Givens, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
7. **Report and Response to the Final Internal Audit Report for FY19.** Ms. Melissa Maples, Vice President for Business Affairs along with Mr. Justin Kersey, Crawford and Associates presented the final internal audit report for FY19 as outlined in Tab C, Attachments 1-12. Regent Lewis moved that the board approve the final internal audit report as presented. Regent Givens seconded the motion, and the following votes were recorded: Darby, yes; Williams, yes; Lewis, yes; Vernon, yes; Northrip, yes. The motion was adopted unanimously.

8. **Discussion and Possible Action Regarding Proposed Increase in Residence Hall Room and Board Rates for FY20.** Ms. Melissa Maples, Vice President for Business Affairs presented the board with a proposal to increase Residence Hall and Board Rates for FY20 as outlined in Tab d, Page 1. Regent Williams moved that the Board approve the proposed increase in Residence Hall and Board rates for FY20 as presented. Regent Darby seconded the motion, and the following votes were recorded: Vernon, yes; Darby, yes; Williams, yes; Givens, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
9. **Discussion and Possible Action Regarding Section Six Updates in the Employee Handbook.** Vice President Maples presented the board with updates to section six of the employee handbook bringing it up to date and current with our policies and procedures as outlined in Tab E, Attachments 1-38. Regent Givens moved that the Board approve the updates to section six of the employee handbook as presented. Regent Williams seconded the motion, and the following votes were recorded: Darby, yes; Lewis, yes; Williams, yes; Givens, yes; Vernon, yes; Northrip, yes. Motion was adopted unanimously.
10. **Discussion and Possible Action Regarding the Purchase of Four Rooftop Units.** President Wiginton presented the request to purchase four rooftop units in order to cover three of our main high capacity classrooms and the Learning Resource Center as outlined in Tab F, Attachment 1. Regent Darby moved that the Board approve the purchase of four rooftop units as presented. Regent Vernon seconded the motion, and the following votes were recorded: Williams, yes; Givens, yes; Vernon, yes; Lewis, yes; Northrip, yes. Motion was adopted unanimously.
11. **Institutional Actions Council (IAC) and Higher Learning Commission (HLC) Update and Report.** Vice President Overton gave an update on the HLC IAC Hearing held in Chicago on March 19, 2019. After receiving the HLC IAC Hearing Committee Report and letter stating all Core Components were met except Core Component 4.B which was found “Met with Concerns” the IAC Committee made recommendations as outlined in Tab G, Attachments 1-10 which will be sent to the HLC Board of Trustees for review and action at their next meeting scheduled for June 27-28, 2019.
12. **Discussion and Possible Action Regarding Assessment Committee – Change Committee Structure.** Vice President Overton requested approval of a new structure for the institution’s Assessment Committee as outlined in Tab H, Attachments 1-2. Regent Williams moved that the Board approve the change in committee structure as presented. Regent Givens seconded the motion, and the following votes were recorded: Lewis, yes; Darby, yes; Williams, yes; Vernon, yes; Givens, yes; Northrip, yes. Motion was adopted unanimously.
13. **Discussion and Possible Action Regarding New Committee – Diversity and Inclusion.** Vice President Overton requested approval of a new Diversity and Inclusion Committee as outlined in Tab H, Attachments 1-2. Regent Darby moved that the Board approve the new Diversity and Inclusion Committee as presented. Regent Vernon seconded the motion, and the following votes were recorded: Givens, yes; Lewis, yes; Darby, yes; Vernon, yes; Williams, yes, Northrip, yes. Motion was adopted unanimously.
14. **Discussion and Possible Action Regarding Program Review – Associate of Arts in Liberal Arts.** Vice President Overton requested approval for the Program Review for the Associate of Arts in Liberal Arts as outlined in Tab J, Attachments 1-24. Regent Williams moved that the Board approve the program review as presented. Regent Givens seconded the motion, and the following votes were recorded: Lewis, yes; Darby, yes; Williams, yes; Givens, yes; Vernon, yes; Northrip, yes. The motion was adopted unanimously.

15. **Discussion and Possible Action Regarding Program Review – Associate of Science in Agriculture.** Vice President Overton requested approval for the Program Review for the Associate of Science in Agriculture as outlined in Tab K, Attachments 1-28. Regent Williams moved that the Board approve the program review as presented. Regent Darby seconded the motion, and the following votes were recorded: Lewis, yes; Givens, yes; Vernon, yes; Darby, yes; Williams, yes; Northrip, yes. Motion was adopted unanimously.
14. **Discussion and Possible Action Regarding Program Suspension – Music.** Vice President Overton requested to suspend the Associate in Arts Degree in Music beginning in academic year 2019-2020 for two years as outlined in Tab L, Attachments 1-5. Regent Givens moved that the Board approve the suspension as presented. Regent Williams seconded the motion, and the following votes were recorded: Darby, yes; Vernon, yes; Williams, yes; Givens, yes; Lewis, yes; Northrip, yes. The motion was adopted unanimously.
15. **Discussion and Possible Action Regarding Program Modification – Associate of Science in Agriculture “New: Option-Range and Wildlife Management.”** Vice President Overton requested a modification to the Associate of Science in Agriculture Science Degree by adding an option in Range and Wildlife Management as outlined in Tab M, Attachments 1-8. Regent Williams moved that the Board approve adding an Option in Range and Wildlife as presented. Regent Vernon seconded the motion, and the following votes were recorded: Vernon, yes; Lewis, yes; Darby, yes; Williams, yes; Givens, yes; Northrip, yes. Motion adopted unanimously.
19. **President’s Report and Recommendations.** President Wiginton reported on the following:
 - A. **OSRHE Partner Recognition Luncheon.** On March 12, 2019, President Wiginton, Vice President Overton and Nursing Director Machado presented delegates from Comanche County Memorial Hospital with the Regents Business Partnership Award for their support of Western’s nursing program.
 - B. **All-Oklahoma Academic Awards Ceremony in OKC.** On March 26, 2019, Malea Gonzelez, Kayla Jencks, and Misty Shipman was honored at the state capitol for their designation as All Oklahoma Academic Team members. Kayla Reese (Mangum High School) and Amy Mejia (Hollis High School) were also honored as Presidential Tuition Waiver recipients.
 - C. **Willy Wonka Musical.** President Wiginton thanked Jana Foster and all those involved with the production of Willy Wonka. This year the musical was seen by almost 2,000 spectators including over 800 students from area schools.
 - D. **Strategic Planning Sessions.** Western has completed its annual strategic planning and budget season. This year, 45 operational action plans were presented by faculty, staff and administration and then ranked by the Strategic Planning committee. The action plans were made available for public comment. Once the college receives its FY20 appropriations, the Executive Council will use the ranking and public comments to determine which plans will be funded.
 - E. **Mr. and Mrs. WOSC.** Curtis Goodson (Navajo High School) and Olivia Armstrong (Guymon High School) were recently named Mr. and Ms. WOSC. This is the highest owner bestowed upon a Western student as they are nominated by faculty and staff based upon academic and extracurricular excellence and then voted on by the entire campus.

20. **Proposed Executive Session Pursuant to Section 307 (B)(1) of the Open meeting Act.** At 8:23 p.m. Regent Darby moved that the Board go into Executive Session. Regent Williams seconded the motion, and the following votes were recorded: Givens, yes; Lewis, yes; Williams, yes; Vernon, yes; Darby, yes; Northrip, yes. Motion was adopted unanimously.
21. **Open session and Possible Action Regarding Matters discussed in Executive Session.** At 9:16 p.m. Regent Vernon moved that the Board return to Open Session. Regent Darby seconded the motion and the following votes were recorded: Givens, yes; Lewis, yes; Darby, yes; Vernon, yes; Williams, yes; Northrip, yes. Motion was adopted unanimously.
22. **Discussion of Personnel Matters.** Regent Williams moved to accept the personnel recommendations as outlined in Tab Mc, Attachments 1-6 which include the resignation of Mr. Steve Prater, Chief Technology Officer, the employment of Ms. Christina Stewart, Administrative Secretary to the Vice President for Academic Affairs, Mr. Justin Smith, Interim Chief Technology Officer and tenure recommendations for Ms. Stacey Machado, Director of Nursing and Ms. Kristin Shelby, Division Director (Communications, Humanities, Music, Art, Reading and HPER). Regent Darby seconded the motion, and the following votes were recorded: Vernon, yes; Lewis, yes; Williams, yes; Givens, yes; Darby, yes; Northrip, yes. Motion was adopted unanimously.
23. **Adjournment.** At 9:17 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.