



# WESTERN OKLAHOMA STATE COLLEGE

*Board of Regents*

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## MINUTES Board of Regent's Regular Meeting June 7, 2016

The Board of Regents for Western Oklahoma State College met Tuesday, June 7, 2016, at 7:35 p.m. in the Regents' Room (HLC 108) at Western Oklahoma State College for a regular meeting. Regents present were Chairperson Dana Darby, Vice Chairperson Cindy Clayton, and members, Scott Northrip, Mark Dodson and Justin Lewis. 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 Chairperson Darby. 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; Mr. Chad Wiginton, Vice President for Student Support Services; Ms. Chrystal Overton, Dean of Technical Education; Ms. Jacque Bellamy, Faculty Senate Chair; Ms. Melissa Smith, Staff Senate Chair; Ms. Katie Brewer, Staff Senate Chair Elect; Ms. Judith Meyer, Director of Public Information; and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Faculty Senate Report.** Ms. Jacque Bellamy reported on the senate assigning faculty to chair positions and committees. The senate expressed concerns on the present state budget and shared news of faculty initiatives regarding enhanced focus on student advisement to further aid in degree completion and the exploration of grant monies to support academic programs.
4. **Discussion and Possible Action Regarding a Revised Staff Senate Constitution.** Ms. Melissa Smith, Staff Senate Chair along with Katie Brewer, Staff Senate Chair Elect presented amendments to the Staff Senate Constitution as outlined in Tab A, Attachments 1-8 that include term updates, the addition of two new sub-committees called Staff Pride which provides help at Western events and Campus Kudos which is responsible for celebrating staff accomplishments on campus. In addition the Staff Senate will not meet during the summer months and will reconvene in August. Regent Northrip moved that the Board approve the changes to the constitution as presented. Regent Clayton seconded the motion and the following votes were recorded: Dodson, yes; Clayton, yes; Lewis, yes; Northrip, yes; Darby, yes. Motion was adopted unanimously.
5. **Consent Docket.** Regent Dodson moved that the Board approve the consent docket as outlined under Tab B, Attachments 1-6 and Tab C, Attachments 1-4. Regent Lewis seconded the motion and the following votes were recorded: Clayton, yes; Lewis, yes; Dodson, yes; Northrip, yes; Darby, yes. Motion was adopted unanimously.

6. **Discussion and Possible Action Regarding the Capital Master Plan.** Ms. Tricia Latham, Vice President for Business Affairs presented a 5 – year Capital Improvement Plan (CAP) as outlined in Tab D, Attachments 1-13. For FY17 we are requesting nine projects totaling \$6,863,999. Roofing, HVAC, vehicles and various other improvements are included in the request, which would be incorporated into the CAP submitted to the State Budget System. Regent Clayton moved that the Board approve the master plan as presented. Regent Northrip seconded the motion, and the following votes were recorded: Lewis, yes; Dodson, yes; Clayton, yes; Northrip, yes; Darby, yes. Motion was adopted unanimously.
7. **Discussion and Possible Action Regarding Tuition Increase Request.** Ms. Tricia Latham, Vice President for Business Affairs proposed a tuition increase of 12.5% as outlined in Tab E, Attachments 1-9. This increase equates to \$13.75 per credit hour for a total of \$123.70 per credit hour Tuition and Mandatory fees. The requested increase will help mitigate the impact of the cut to appropriations for FY17 of approximately \$900,000 less than the original FY16 appropriation, or 15.91%. Regent Dodson moved that the Board approve the 12.5% tuition increase as presented. Regent Lewis seconded the motion, and the following votes were recorded: Northrip, yes; Lewis, yes; Clayton, yes; Dodson, yes; Darby, yes. Motion was adopted unanimously.
8. **Discussion and Possible Action Regarding a New Degree Option – Agriculture Business.** Ms. Lisa Greenlee, Vice President for Academic Affairs proposed the addition of a new option, Agriculture Business, within the Agriculture Associate in Science degree program as outlined in Tab F, Attachments 1-4. Regent Northrip moved that the Board approve the requested addition of the new option. Regent Lewis seconded the motion, and the following votes were recorded: Dodson, yes; Lewis, yes; Clayton, yes; Northrip, yes, Darby, yes. The motion was adopted unanimously.
9. **Discussion and Possible Action Regarding a Program Option Deletion – Collegiate Officer Program.** Ms. Lisa Greenlee, Vice President for Academic Affairs has proposed the deletion of the Collegiate Officer Program option under the Criminal Justice Associate in Applied Science degree program as outlined in Tab G, Attachments 1-4. This option was suspended in May 2013. There have been no majors or graduates since 2011 and this option is no longer viable. Regent Dodson moved that the Board approve the proposed deletion as presented. Regent Clayton seconded the motion, and the following votes were recorded: Dodson, yes; Clayton, yes; Lewis, yes; Northrip, yes, Darby, yes. The motion was adopted unanimously.
10. **Discussion and Possible Action Regarding a Program Suspension – Radiologic Technology.** Ms. Lisa Greenlee, Vice President for Academic Affairs requested to suspend the Radiologic Technology Associate in Applied Science degree program as outlined in Tab H, Attachments 1-4. The program is very expensive and cannot continue to fund the program due to the current state of Oklahoma’s budget and the subsequent effects on Western’s budget. Western will provide a two year teach out for students in this program. Regent Dodson moved that the Board approve the request to suspend the Radiologic Technology AAS degree program. Regent Northrip seconded the motion, and the following votes were recorded: Clayton, yes; Dodson, yes; Lewis, yes; Northrip, yes; Darby, yes. The motion was adopted unanimously.

11. **Discussion and Possible Action Regarding a Behavioral Science Online Delivery Request.** Ms. Lisa Greenlee, Vice President for Academic Affairs requested the Associate of Arts Degree in Behavioral Science for electronic delivery as outlined in Tab I, Attachments 1-10. Regent Dodson moved that the Board approve the AA degree in Behavioral Science for electronic delivery. Regent Northrip seconded the motion, and the following votes were recorded: Lewis, yes; Northrip, yes; Clayton, yes; Dodson, yes; Darby, yes. Motion was adopted unanimously.
12. **Discussion and Possible Action Regarding the Renewal of the Flight Training Agreement with Red River Flight Academy, LLC for FY2016-2017.** Ms. Lisa Greenlee, Vice President for Academic Affairs along with Ms. Chrystal Overton, Dean of Technical Education presented the renewal of Western's Flight Training Agreement with Red River Flight Academy (RRFA) as outlined in Tab J, Attachments 1-7. The dates were updated for the upcoming fiscal year and no other changes were needed. Regent Northrip moved that the Board approve the renewal as presented. Regent Lewis seconded the motion, and the following votes were recorded: Dodson, yes; Lewis, yes; Clayton, yes; Northrip, yes; Darby, yes. The motion was adopted unanimously.
13. **Presidents Report and Recommendations.** President Birdine read a "thank you" note from the Deweese family for the sympathy card and flowers sent after the death of a family member and Birdine provided an explanation of the college's reduction in force (RIF) procedure for personnel changes to be presented.
14. **Discussion and Possible Action Regarding Procedure Guide for Layoffs/or Reductions in Force (RIF).** President Birdine presented the College's Procedure Guide for Layoffs/or Reductions in Force. Per the procedure, the rationale for a recommended RIF must be presented when needed. Factors for the RIF are declining state appropriations, state revenue failures, the need to maximize remaining resources, and the need to maintain fund balances that comply with OSRHE standards. Regent Dodson moved that the Board approve the Procedure Guide for Layoff/and Reductions in Force as presented. Regent Northrip seconded the motion, and the following votes were recorded: Lewis, yes; Dodson, yes; Clayton, yes; Northrip, yes; Darby, yes. The motion was adopted unanimously.
15. **Proposed Executive Session Pursuant to 25 Oklahoman Statute 2011, Section 307 (B)(1) of the Open Meeting Act for the Purpose of: "Discussing the Employment, Hiring, Appointment, Promotion, Demotion, Disciplining or Resignation of Any Individual Salaried Public Officer or Employee."** At 8:30 p.m. Regent Dodson moved that the Board go into Executive Session. Regent Clayton seconded the motion and the following votes were recorded: Lewis, yes; Northrip, yes; Clayton, yes; Dodson, yes; Darby, yes. The motion was adopted unanimously.
16. **Open Session and Possible Action Regarding Matter Discussed in Executive Session.** At 9:45 p.m. Regent Clayton moved that the Board return to Open Session. Regent Lewis seconded the motion, and the following votes were recorded: Dodson, yes; Lewis, yes; Clayton, yes; Northrip, yes; Darby, yes. Motion was adopted unanimously.
17. **Discussion of Personnel Matters.** Regent Dodson moved to accept the personnel recommendations, to accept the proposed reduction in force and grant tenure as outlined in Tab L,

Attachments 1-11 which include the retirement resignation of Mickey Graham, History Instructor, the resignations of Donda Roach, Upward Bound Director, April Dill, Counselor, and Don Scroggins, Biology Instructor, the employments of Terri Pearson, Upward Bound Director and Brenda Straub, English Instructor, tenure for Pia Bauer and Elizabeth Greenwood and the reduction in force for Jeri Dulaney. Regent Northrip seconded the motion, and the following votes were recorded: Clayton, yes; Dodson, yes; Lewis, yes; Northrip, yes; Darby, yes. The motion was adopted unanimously.

18. **Request for Approval of FY17 Budget.** Ms. Tricia Latham, Vice President for Business Affairs presented the FY17 budget as outlined in Tab M, Attachments 1-31. Seven budget categories were presented to include: the E&G Budget at \$9,822,141; the E&G II Budget at \$2,938,139; the 700 Fund Budget at \$12,000,000; 789 Fund Budget of \$10,000,000; the Student Activities Budget at \$128,000; the Capital Budget at \$1,599,083 and the Auxiliary Services Budget at \$1,009,500. To help minimize the impact of the FY17 deficit and the FY17 15.9% state appropriation cut Latham pointed out several items incorporated to include the elimination of five faculty positions, one administrative position, staff reductions to part-time status, reductions in travel, supply, and other operating budgets, as well as added revenue from Great Plains Technology to support Western's radiologic technology program for the next two years, and an increase in tuition for FY17. In addition, Latham reported on a debt service shortfall of approximately \$32,000 that Western will have to adsorb due to state revenue failure. Regent Northrip moved that the Board approve the FY17 budget as presented. Regents Lewis seconded the motion, and the following votes were recorded: Clayton, yes; Dodson, yes; Lewis, yes; Northrip, yes; Darby, yes. The motion was adopted unanimously.
19. **Election of Board Officers for FY2016 – 2017.** Regent Dodson moved that the Board officers elected are as follows: Chairperson – Cindy Clayton; Vice Chairperson – Brent Howard, Secretary – Scott Northrip. Regent Lewis seconded the motion, and the following votes were recorded: Northrip, yes; Clayton, yes; Dodson, yes; Lewis, yes; Darby, yes. The motion was adopted unanimously.
20. **Adjournment.** At 10:43 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.