



**MINUTES  
Board of Regent's Regular Meeting  
April 18, 2017**

The Board of Regents for Western Oklahoma State College met Tuesday, April 18, 2017, at 7:30 p.m. in the Regents' Room (HLC 108) at Western Oklahoma State College for a regular meeting. Regents present were Chairperson Cindy Clayton, Vice Chairperson Brent Howard, Secretary Scott Northrip, and members, Robert Williams, Justin Lewis, and Dana Darby.

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 Clayton. 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: Mr. Chad Wiginton, Vice President for Student Support Services; Ms. Tricia Latham, Vice President for Business Affairs; Ms. Lisa Greenlee, Vice President for Academic Affairs; Mr. Richard Rose of Crawford & Associates; Ms. Heather Hood, Controller; Ms. Jacque Bellamy, Faculty Senate President; Ms. Melissa Smith, Staff Senate Chair, Ms. Katie Brewer, Staff Senate Vice Chair; and Ms. Briar Jenkins, Administrative Secretary to the President.
3. **Faculty Senate Report.** Ms. Jacque Bellamy, Faculty Senate Chair reported:
  - A. **Music Department.** The spring musical was a great success with a full house. The Spring Concert is scheduled for April 27 at 7:00 p.m., there is also a special performance on May 4, called Go for Baroque.
  - B. **Math and Science Departments.** On April 28, Altus Christian Academy students will be on campus for a Lab Day from 12:30 – 2:30. On April 29 the math and science department will be hosting a STEM camp for 1<sup>st</sup> through 4<sup>th</sup> grade students. Glenna Lunday, Business Instructor won the 2017 Outstanding Accounting Educator's Award from the Oklahoma Society of CPAs.
4. **Staff Senate Report.** Ms. Melissa Smith, Staff Senate President reported:
  - A. **Financial Aid.** The Financial Aid department sent 113 scholarship letters.
  - B. **Admissions.** Admissions has now automated degree checks. These are readily available for advisors and students.

C. **Student Billing.** Students with balances under \$100 are being contacted now every other week in order to assist them to achieve a zero balance.

5. **Introduction of New Rodeo Coach Candidate.** Per Chairperson Clayton, this will be tabled for another time.
6. **Report and Response to the Final Internal Audit Report for FY17.** Ms. Tricia Latham, Vice President for Business Affairs along with Mr. Richard Rose, Crawford and Associates presented the final internal audit report for FY 17 as outlined in Tab M, Attachments 1-8. Regent Northrip moved that the board approve the final internal audit report as presented. Regent Lewis seconded the motion and the following votes were recorded: Williams, yes, Lewis, yes, Darby, yes, Northrip, yes, Howard, yes, Clayton, yes. Motion was adopted unanimously.
7. **Student Services Update.** Mr. Chad Wiginton, Vice President for Student Support Services reported on the following: 26 applications have been submitted for review for the next school year presidential academic leadership team; also known as the Ambassadors. Out of the 26 applicants seven to eight are chosen to serve. In regard to testing, Western has changed their placement exams from COMPASS, which has been retired from ACT to Accuplacer, a College Board product.
8. **Higher Learning Commission Update.** Ms. Lisa Greenlee, Vice President for Academic Affairs shared her gratitude and excitement on the addition of the North Fork Correctional Facility in Sayre, Oklahoma. She briefed the board on the Monitoring report that was submitted in December of 2016 documenting the assessment, curricular and evaluation processes supporting the offering of online courses of less than eight weeks and thirdly she reported our next visit has been scheduled for October 1-2, 2018.
9. **Discussion and Possible Action Regarding Farm and Ranch Management Certificate Modification Request.** Ms. Lisa Greenlee, Vice President for Academic Affairs presented the Farm and Ranch Management Certificate Modification request as outlined in Tab N, Attachments 1-7. Regent Lewis moved that the Board approve the Farm and Ranch Management Certificate Modification request as presented. Regent Howard seconded the motion, and the following votes were recorded: Williams, yes, Northrip, yes, Lewis, yes, Howard, yes, Darby, yes, Clayton, yes. The motion was adopted unanimously.
10. **Consent Docket.** Regent Howard moved that the Board approve the consent docket as outlined under Tab O, Attachments 1-3 and Tab P Attachments 1-4. Regent Northrip seconded the motion, and the following votes were recorded: Darby, yes; Williams, yes; Lewis, yes; Howard, yes; Northrip, yes; Clayton, yes. Motion was adopted unanimously.
14. **Discussion and Possible Action Regarding Proposed Increase in Residence Hall Room and Board Rates for FY18.** Ms. Tricia Latham, Vice President Business Affairs presented the board with a proposal to increase Residence Hall and Board rates for FY18 as outlined in Tab Q, Attachments 1-6. Regent Howard moved that the board approve the proposed increase in Residence Hall and Board rates for FY18 as presented. Regent Darby seconded the motion, and the following votes were recorded: Williams, yes, Howard, yes, Lewis, yes, Northrip, yes; Darby, yes, Clayton, yes. The motion was adopted unanimously.

15. **Discussion and Possible Action Regarding Purchasing Policy Revision Request.** Ms. Tricia Latham, Vice President for Business Affairs presented a revised Purchasing Policy request as outlined in Tab R, Attachments 1-3. Regent Lewis moved that the Board approve the revised Purchasing Policy as presented. Regent Howard seconded the motion, the following votes were recorded: Darby, yes; Northrip, yes; Howard, yes; Lewis, yes; Williams, yes, Clayton, yes. Motion was adopted unanimously.
20. **President's Report and Recommendations.** President Birdine reported on the current budget crisis, it could possibly result anywhere from 10 percent to 14 percent reduction but will keep the Board in the loop on budget projections. Western advertising can be found on the back of your Dollar General receipts. The Board was invited to attend the upcoming Phi Theta Kappa (PTK) induction scheduled for April 27, at 5:30 p.m. and Western's Mr. and Mrs. WOSC is scheduled for April 26 at 11:30 a.m.
21. **Proposed Executive Session Pursuant to Section 307 (B)(1) of the Open meeting Act.** At 8:47 p.m. Regent Northrip moved that the Board go into Executive Session. Regent Howard seconded the motion and the following votes were recorded: Howard, yes, Lewis, yes; Williams, yes; Northrip, yes; Darby, yes; Clayton. Motion was adopted unanimously.
22. **Open session and Possible Action Regarding Matters discussed in Executive Session.** At 9:27 p.m. Regent Howard moved that the Board return to Open Session. Regent Northrip seconded the motion and the following votes were recorded: Williams, yes; Lewis, yes; Howard, yes; Northrip, yes; Darby, yes; Clayton, yes. The motion was adopted unanimously.
23. **Discussion of Personnel Matters.** Regent Howard moved to accept the personnel recommendations as outlined in Tab S, Attachments 1-12 which include the personnel resignation of Ms. Chelsea McMains, Accounts Receivable Clerk and the personnel employment of Ms. Shyanne Koweno, Accounts Receivable Clerk. Regent Lewis seconded the motion, and the following votes were recorded: Darby, yes; Williams, yes; Northrip, yes; Lewis, yes; Howard, yes; Clayton, yes. Motion was adopted unanimously.
24. **Adjournment.** At 9:28 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.