

# **UNIVERSITY CENTER AT PONCA CITY**

## **BOARD OF TRUSTEES**

### **MEETING MINUTES-SEPTEMBER 3, 2017**

The University Center at Ponca City Board of Trustees held their monthly board meeting on September 7, 2017 at 9:00 a.m. in the University Center Conference Room, 2800 N. 14<sup>th</sup> Street, Ponca City, Oklahoma.

Chair Barry Bickle presented item A-called the meeting to order and roll call was taken and a quorum was established. Those present were Louise Abercrombie, Chair Barry Bickle, Rich Cantillon, Jeremy Frazier, Pat Hullet, Tim Seidel; Ex-Officio members Dr. Cheryl Evans, Mayor Homer Nicholson, CEO/Supt. Bruce DeMuth, Supt. Shelley Arrott, Foundation Chair Pat Collogan CEO Adam Leaming, Associate Director Robyn Armstrong and Recording Clerk Barbara Bloomfield. Non present members were Vice Chair Bruce Evans, Secretary Carol Bouldin, Chuck Greenwood, Ex-Officio members Regent Ike Glass and Regent Carl Renfro.

Chair Bickle presented item B-announcement and introduction of guests. Chair Bickle welcomed all Ex-Officio members to the meeting.

Chair Bickle presented item C-to approve or not approve the Minutes of the August 3, 2017 regular meeting of the Board of Trustees. Rich Cantillon made a motion to approve the minutes as they stand, Tim Seidel seconded. Abercrombie-yes, Bickle-yes, Cantillon-yes, Fraizer-abstained, Hullet-yes, Seidel-yes.

Chairman Bickle presented item D-to approve or not approve the Month End Budget Report for July 2017. Due to the change in meeting date and time being early in the month Associate Director Armstrong will report a month behind. Associate Director Armstrong gave the report this month on July of 2017. She reviewed the revenues and expenditures and reported that due to the first month of the fiscal year there is not much going on. Tim Seidel asked that since the report will be a month behind and we no longer meet every month that we have two month's columns to compare each other to. CEO Leaming stated that we will certainly do that for our next meeting. Jeremy Frazier made a motion that the report for July be approved, Pat Hullet seconded the motion. Abercrombie-yes, Bickle-yes, Cantillon-yes, Frazier-yes, Hullet-yes, Seidel-yes.

Next Chair Bickle presented item E-Foundation report from the UC Foundation Chair Pat Collogan. UCF Chair Collogan reported that pending negotiations the land that the UCF was given in donation has been tentatively sold to the Ponca City Development Authority. They have offered \$60,000 for the near 10 acres of land as well as take care of any and all costs associated with the transaction. UCF Chair Collogan stated that the entire deal should be clean and quick. Darin Hyatt will be handling all paperwork for both sides.

Next he spoke about new members coming onto the UC Foundation Board. Currently there are three vacancies to fill and Alliance Health CEO Chris Mendoza will be filling one of those positions. They have contacted two more that they are hoping will accept the requests to become

members. Those two are Heather Cannon and Brooke Lindsay. It was discussed that the Foundation needs people are engaged in the community. Rich Cantillon has names of people for the Foundation such as Tim Rodriguez. UCF Chair Collogan stated they are always taking suggestions and will welcome them.

Lastly UCF Chair Collogan, along with CEO Leaming, met with the new designer for the mail-out brochures and we will see them in the mail in October.

Chair Bickle presented item F-Administrative Reports from CEO Adam Leaming.

**Budget legislative update:** The Governor has declared a special session that will begin on September 25<sup>th</sup>. If legislators do not approve new revenue and elect to spread the cuts over each agency we will be cut and additional 3.17%. Which coupled with the beginning of the fiscal year cut would be 6.1%. That would be an additional \$15,500 for the UC lost. I will be informing our legislators and urging them to approve revenue that is legal and that we need to stop the hemorrhaging in cuts to state agencies.

**Ardmore visit:** I had an opportunity to tour the community of Ardmore and hear about their community initiatives and projects in economic development. Eric Holquin who is the board chair for the UC of Ardmore spoke to our group for about an hour about the projects and challenges their facing. Currently their UC just finished an 18-20 million dollar campaign to build a new facility in their community. This facility was designed to hold admin offices, classrooms, and nursing labs. The same week they had their opening one of their 4 yr partners ECU informed the UC that they would be pulling out all of their degree programs from the community. The UC at Ardmore is looking at cutting several positions, shaving personnel costs, and sharing services with their partner schools. I think we've been very proactive in our response to these cuts and have been prudent in our spending over the years that fortunately we've not had to resort to any drastic actions such as those. In addition, their board is currently considering new revenue generating measures in the community and possibly Custer county.

**Enrollment NOC/nursing:** Our NOC enrollment is down approximately 10% in headcount and 7% in credit hours. Overall we will have a lower enrollment this fall. We do have 34 concurrent students this semester enrolled in 171 hours. 8 of those are from Newkirk. We served over 100 online students this spring and summer in helping them enroll in courses. Overall we've served the most students we have in this fall semester, but will only have 300 in the seats this semester. We've also been very fortunate that we can host the NOC nursing program this fall with having a studio space available for their nursing students to utilize our facility while they waited for IT repairs and replacement of equipment in Tonkawa.

**UCO Pol Science:** I've been discussing with Dr. Ryan Kiggins of UCO about offering graduate level programs at the UC through online and ITV. Specifically their Master's in Public Administration. He's arranging for his faculty to attend a presentation over the UC and our organization for later this month. I appreciate Jeremy Frazier for making this contact for us and I hope that very soon we get to add UCO on our list of Universities who we partner with in Ponca City. In addition I will later this month be speaking with the OSU education and engineering faculty about the prospects of offering summer camps in Ponca City for our youth. These camps

are STEM focused and are designed to expose students to concepts in engineering, science, and technology. I think this could be a great step for us to increase our community offerings in the summer and utilize our facility more.

**REP:** The Regents Education Program will be on September 19<sup>th</sup>. Barry and I will be in attendance and I believe we will hear some valuable information in regards to the state system and even the task force for higher education.

**RFP:** We will be bidding out services for new auditors this fall when the audit season concludes. We will bid out for both the internal and external auditing service and hopefully we can realize some cost savings on both of these services. Currently we expend approximately \$14k for our auditing services.

**OSU Spears School:** We will have our next round of classes for the fall beginning in

- **Tuesday, September 26**

From Traditionals to Millennials: Leading Generations at Work presented by Dr. Ken Eastman

- **Wednesday, October 25**

Developing your Emotional Intelligence presented by Dr. Lex Smith-Washington

- **Wednesday, November 29**

Crucial Communications presented by Dr. Bryan Edwards

Chair Bickle presented item G-New Business. There was no new business to discuss.

Chair Bickle presented item H-public comments. No public were present.

Chair Bickle presented item I-comments from the UC Chair and/or Board of Trustees. Dr. Cheryl Evans reported that NOC enrollment is down 4% and like everyone else they are working with a smaller budget.

Supt. Shelley Arrott reported that right now the Ponca City Public Schools is operating without a budget and is doing well but she can see that something will need to be done for future years.

CEO Leaming stated that the UC has two events they are working on. We will be hosting another Volunteer Impact event this Fall. Date is to be announced. Also the UC will be partnering with the Bison Bison Film Festival and hosting different films on a night in April. It should be a fun event.

Supt./CEO Bruce DeMuth reported that enrollment at Pioneer Technology Center is up again this year. Right now all their programs are full at 571 total students. He is looking forward to the safety training they are providing to P66 contractors coming into town for the plant turnaround. Lastly he reported that Mick Cornett will be presenting at PTC on September 18<sup>th</sup> from 5:30 pm-6:45 pm.

Rich Cantillon also added that the Larry Murphy Fundraiser is also on September 18<sup>th</sup>.

Chair Bickle presented item J-to approve or not approve to enter into Executive Session to discuss personnel issues. Louise Abercrombie made a motion to enter into Executive Session, Pat Hullet seconded. Abercrombie-yes, Bickle-yes, Cantillon-yes, Frazier-yes, Hullet-yes, Seidel-yes.

Chair Bickle presented item K-to approve or not approve the return into Open session. Tim Seidel made a motion to return to Open session, Pat Hullet seconded. Abercrombie-yes, Bickle-yes, Cantillon-yes, Frazier-yes, Hullet-yes, Seidel-yes.

Next Chair Bickle presented item L-announcement of next Board of Trustees meeting. The next regular meeting is scheduled for Thursday, November 2nd, 2017 at 9:00 a.m. in the University Center Conference Room at the University Center at Ponca City, 2800 N. 14<sup>th</sup> Street, Ponca City, Oklahoma.

Chair Bickle presented item M-to approve or not approve a motion to adjourn. Rich Cantillon made a motion to approve adjournment, Pat Hullet seconded the motion. Abercrombie-yes, Bickle-yes, Cantillon-yes, Frazier-yes, Hullet-yes, Seidel-yes.