

UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES-FEBRUARY 6, 2020

The University Center at Ponca City Board of Trustees held a regular board meeting on February 6, 2020 at 8:30 a.m. in the University Center Conference Room, 2800 N. 14th Street, Ponca City, Oklahoma.

Chair Bruce Evans presided over the meeting and presented the items on the agenda.

Item A-The meeting was called to order, roll call was taken, and a quorum was established.

In Attendance: Louise Abercrombie, Barry Bickle, Vice-Chair Carol Bouldin, Secretary Rich Cantillon, Chair Bruce Evans, Darin Fields, & Chuck Greenwood. Ex-Officio Members Mayor Homer Nicholson, UC Foundation Chair Diane Anderson, CEO/Supt. Traci Thorpe. Dr. Cheryl Evans, CEO Adam Leaming, Associate Director Robyn Armstrong & Recording Clerk Bron Briggs

Absent: Pat Hullet, Erin Liberton, Supt. Shelley Arrott, and Regent Carl Renfro

Item B- Introduction of Guests

Chair Evans welcomed Traci Thorpe & Dr. Evans to the meeting.

Item C-Voted to approve or not approve the Minutes of the November 7, 2019 Regular Meeting.

Made the motion to approve the minutes as they stand: Carol Bouldin

Seconded the motion: Rich Cantillon

Voted Yes: Abercrombie, Bickle, Bouldin, Cantillon, Evans, Fields, Greenwood,

Voted No: NONE

Abstain: NONE

Absent: Hullet, Liberton

Item D- Voted to approve or not approve the Month End Budget Report for October, November, & December 2019.

Made the motion to approve the budget reports as they stood: Chuck Greenwood

Seconded the motion: Carol Bouldin

Voted Yes: Abercrombie, Bickle, Bouldin, Cantillon, Evans, Fields, Greenwood,

Voted No: NONE

Abstain: NONE

Absent: Hullet, Liberton

In between items D and E, Liz Leaming of Ponca Works/PCDA presented and discussed the created business plan for the proposed CREATE Lab. She detailed how there was a task force assembled to develop a place where people—children and adults—can come and explore their

STEM creativity. She also mentioned how herself and CEO Leaming have toured different Fab Lab and Create Space facilities in order to get ideas and inspiration in how to set up our CREATE Lab.

Item E- Voted to approve or not approve the engagement letters for Finley and Cook to perform the FY20 External Audit for up to \$10,000.

Made the motion to approve the engagement letters for the audit: Rich Cantillon

Seconded the motion: Barry Bickle

Voted Yes: Abercrombie, Bickle, Bouldin, Cantillon, Evans, Fields,

Voted No: Greenwood

Abstain: NONE

Absent: Hullet, Liberton

Item F-UC Foundation Chair Diane Anderson presented the UC Foundation Report.

Ms. Anderson started her report by announcing that the UC Foundation has three new members starting soon: Heather Cannon, Erica Fetters, & Natalie Prather. UCF Chair Anderson also said that the front handicap door had work done on it. Next, it was discussed that the UCF was working towards consolidating and organizing all their accounts. UCF Chair Anderson then talked about how the UCF has a new system for tracking all the scholarships and their disbursements. It was brought up that the STEM Robotics After-School sessions will be starting on the 13th of February. It was mentioned that it would be great that if the elementary school robotics kids would be able to work with the high school robotics students to make for an easier transition to the high school level when the children get older.

Item G- CEO Adam Leaming presented his Administrative Report.

- **Spring Enrollment-** 244 students – no change; Total credit hours 1542 – 1519 (-1.5%); Concurrent enrollment 46 – 41 (-11%)
- **STEM task force update-** We will be touring Mid America Industrial Park's Center for Excellence in Pryor, OK at the behest of our colleagues at OU and the Dept of Commerce. I recently had a trip to OU to visit with their OU iHub team and look over our very rough blueprints and came away with three pages of notes and wishes that they would like to see for us. Last Thursday, PCDA and the UC had lunch with our three elected officials to discuss this business plan and discuss ways to see how we can make this project a reality this legislative session.
- **P66 grant – VR Update-** Our new VR headsets are in and we're getting amped up to purchase the remaining cables and furniture needed to equip two of our rooms and transform them into Virtual lab environments. These VR rooms will help us with having VR clinical experiences, enhancing STEM education opportunities, and developing our own virtual content.

- **Spring robotics-** We have 10 students enrolled for our spring afterschool session. I had an opportunity to speak with Ambucs, and the 21st century club about the power of our robotics program and our opportunities at the UC.

Item H- The discussion of new business.

There was no new business discussed at the meeting.

Item I- Comments from the public.

There was no public comments made at the meeting.

Item J- Additional comments and discussions made by the UC Chair and Board Members.

Rich Cantillon thanked CEO Leaming for the successful nomination to become and Outstanding Alumni in Business at NWOSU. Chuck Greenwood stated that the Humane Society had around 16 doghouses built for their auction—varying in design and style. Mayor Nicholson said that Senator Langford will be in Ponca City on February 20th to meet with the local mayors as well as hold a town hall.

Item K- Chair Evans announced that the next regular Board of Trustees Meeting will be on April 2, 2020 at 8:30am in the University Center Conference Room.

Item L- The vote to approve or note approve a motion to adjourn the meeting.

Made the motion to adjourn the meeting: Carol Bouldin

Seconded the motion: Chuck Greenwood

Voted Yes: Abercrombie, Bickle, Bouldin, Cantillon, Evans, Fields, Greenwood,

Voted No: NONE

Abstain: NONE

Absent: Hullet, Liberton