



Our Vision

To be an essential higher education center that promotes a well-educated community & provides a positive economic impact.

Our Mission

The University Center provides opportunities for higher education & degrees through partnerships with accredited colleges & universities.

**University Center at Ponca City
Regular Meeting for the Board of Trustees
University Center at Ponca City Conference Room
2800 N. 14th Street, Ponca City, OK 74601**

Agenda

Thursday, June 1, 2023, 8:30 a.m.

- A.** Call meeting to order, take roll call, & announcement of quorum.
- B.** Announcements & introduction of guests.
- C.** Discussion & action to approve or not approve the Minutes from the May 4, 2023, Regular Meeting
- D.** Discussion & action to approve or not approve the Month-End Budget Report & details for April 2023
- E.** Discussion & action to approve or not approve the FY 24 (23-24) IT Contract with ABT Solutions
- F.** Discussion & action to approve or not approve the FY 24 (23-24) Maintenance & Cleaning Contract with S&S Cleaning Service
- G.** Discussion & action to approve or not approve the FY 24 (23-24) lease with the University Center Foundation
- H.** Discussion & action to approve or not approve the Executive Board Appointments for FY 24
- I.** Motion & Vote to approve or not approve IT purchases in excess of \$10,000.
- J.** Discussion & action to approve or not approve the FY 24 (23-24) University Center line-item budget.
- K.** Foundation Report- *UCF Chair Diane Anderson*
- L.** Administrative Reports- *CEO Robyn Armstrong*

- M. New Business- *New business is defined by 25 OS 311.A.9 as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.*
- N. Public comments.
- O. Comments from the UC Chair & Board Discussion.
- P. Motion and vote to enter Executive Session, as authorized by Title 25, Section O.S. 307 (B.)(I.) and (7.) to discuss CEO Contract & full time staff employment.
- Q. Motion to vote to acknowledge return to Open Session from Executive Session.
- R. Board Chair's Statement of Executive Session Minutes.
- S. Motion to vote on any items that were discussed during Executive Session.
- T. Announcement of next Regular Board of Trustees meeting to be held Thursday, August 3, 2023, at 8:30 a.m. in the University Center Conference Room at the University Center, 2800 N. 14th Street, Ponca City, Oklahoma.
- U. Motion & vote to adjourn.

NOTE: The Board of Trustees may discuss, make motions & vote upon all matters appearing on this agenda. Such votes may be to adopt, reject, table, reaffirm, rescind, or take no action on any agenda matter. This agenda was posted by 8:30 a.m. on the 30th day of May 2023, at the Main Entrance of the University Center at Ponca City, 2800 N. 14th Street, Ponca City, Oklahoma.

The University Center Core Values

Accountability – we take responsibility for our actions & honor our commitments. **Collaboration** – together with our partners, we seek creative approaches to learning that benefit our students. **Customer Service** – we are dedicated to meeting & exceeding the expectations & requirements of our internal & external customers. **Innovation** – we will be progressive & creative in our approaches to problem solving & goal accomplishment. **Integrity** – we are guided by the highest ethical & moral principles & will strive to always do the right thing. **Learning** – we will seek to create an environment that supports life-long learning.