



#### **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  
SPECIAL Meeting for the Board of Trustees  
University Center at Ponca City Conference Room  
2800 N. 14<sup>th</sup> Street, Ponca City, OK 74604**

#### **Agenda**

**Thursday, April 7, 2022, 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 Minutes of the December 2, 2021 regular meeting of the Board of Trustees.
- D.** Discussion & action to approve or not approve the Month-End Budget Report and details for November 2021
- E.** Discussion & action to approve or not approve the Month-End Budget Report & details for December 2021, January 2022, & February 2022
- F.** Discussion and action to approve or not approve the engagement letters for Finley and Cook to perform the FY23 (22-23) External Audit for up to \$10,200.
- G.** Discussion & action to approve or not approve method(s) of the disposal of surplus items in accordance to state of Oklahoma regulations
- H.** Foundation Report-*Chair Diane Anderson*
- I.** Administrative Reports- *Interim CEO Robyn Armstrong*
- J.** Public comments.

- K.** Comments from the UC Chair & Board Discussion.
- L.** Motion and vote to enter Executive Session, as authorized by Title 25, Section O.S. 307 (B.)(I.) and (7.) to discuss the quarterly bonus for Interim CEO and CEO position.
- M.** Motion and vote to acknowledge return to Open Session from Executive Session.
- N.** Board Chair’s Statement of Executive Session Minutes.
- O.** Motion & vote to approve or not approve on actions discussed during Executive Session.
- P.** Announcement of next SPECIAL Board of Trustees meeting to be held Thursday, May 5th, 2022 at 8:30 a.m. in the University Center Conference Room at the University Center, 2800 N. 14<sup>th</sup> Street, Ponca City, Oklahoma.
- Q.** 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 5<sup>th</sup> day of April 2022, at the Main Entrance of the University Center at Ponca City, 2800 N. 14<sup>th</sup> 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.