



**Our Vision**

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

**Our Mission**

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

**University Center at Ponca City  
Regular 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, May 3, 2018, 9:00 a.m.**

- A.** Call meeting to order, take roll call, and announcement of quorum.
- B.** Announcements and introduction of guests.
- C.** Discussion and action to approve or not approve the Minutes of the April 5, 2018 regular meeting of the Board of Trustees.
- D.** Discussion and action to approve or not approve the Month-End Budget Report and details for March 2018-*reported by Assistant Director Armstrong*
- E.** Foundation Report- *Chair Lee Evans*
- F.** Discussion and action to approve or not approve the FY 19 IT contract
- G.** Discussion and action to approve or not approve the FY 19 Maintenance and Cleaning contract for S & S Cleaning Service.
- H.** Discussion and action to approve or not approve the lease with the University Center Foundation.
- I.** Administrative Reports-*CEO Adam Leaming.*
  - I-1.** Spring Graduates

- I-2. Summer Academy
- I-3. Nextiva transition
- I-4. Oklahoma State Chamber participation
- I-5. Lobby furniture replacement
- I-6. Badge system update
- I-7. FY 19 Budget Outlook

**J.** 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.*

**K.** Public comments.

**L.** Comments from the UC Chair and Board Discussion.

**M.** Motion and vote to enter Executive Session, as authorized by Title 25, Section O.S. 307 (B.) (I.) and (7.) to discuss the CEO performance and evaluation.

**N.** Motion to vote to acknowledge return to open session from Executive Session.

**O.** Board Chair's statement of Executive Session minutes.

**P.** Discussion and action to approve or not approve CEO contract for FY 19.

**Q.** Announcement of next regular Board of Trustees meeting to be held Thursday, June 7, 2018 at 9:00 a.m. in the University Center Conference Room at the University Center, 2800 N. 14<sup>th</sup> Street, Ponca City, Oklahoma.

**R.** Motion and vote to adjourn.

**NOTE:** The Board of Trustees may discuss, make motions and 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 9:00 a.m. on the 1st day of May 2018, 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 and 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 and exceeding the expectations and requirements of our internal and external customers. **Innovation** – we will be progressive and creative in our approaches to problem solving and goal accomplishment. **Integrity** – we are guided by the highest ethical and moral principles and will strive to always do the right thing.

**Learning** – we will seek to create an environment that supports life-long learning.