**UNIVERSITY CENTER AT PONCA CITY**

**BOARD OF TRUSTEES**

**MEETING MINUTES, JANUARY 4, 2024**

The University Center at Ponca City Board of Trustees held a regular board meeting on January 4, 2024, at 8:30 a.m. in the University Center Conference Room, 2800 N. 14th Street, Ponca City, Oklahoma.

Chair Steve Scott 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**: Trustees Dr. Kelly Campbell, Natalie Fraser, Jason Grace, Molly Kyler, Vice Chair Erin Liberton, Rick Scott, Chair Steve Scott, and Secretary Tracie Smith. Ex-Officios Mayor Homer Nicholson, UCF Chair Brooke Jones, CEO/Supt. Traci Thorpe, Supt. Adam Leaming, Calley Lamar, CEO Robyn Armstrong, & Recording Clerk Bron Briggs

**Absent**: Trustee Louise Abercrombie, Ex-Officios Regent Carl Renfro & Shelley Arrott.

**Item B-** Introduction of Guests

Chair Scott Welcomed Mayor Nicholson, Brooke Jones, Traci Thorpe, Adam Leaming, & Calley Lamar to the meeting.

**Item C-** Voted to approve or not approve the Minutes from the November 2, 2023, Regular Meeting

**Made the motion to Approve the minutes as they stood:** Molly Kyler

**Seconded the motion**: Kelly Campbell

**Voted Yes:** Campbell, Fraser, Grace, Kyler, Liberton, R. Scott, Smith

**Voted No:** NONE **Abstain:** S. Scott **Absent:** Abercrombie

**Item D-** Voted to approve or not approve the Month-End Budget Reports for October & November 2023

**Made the motion to Approve the financials as they stood:** Jason Grace

**Seconded the motion**: Erin Liberton

**Voted Yes:** Campbell, Fraser, Grace, Kyler, Liberton, R. Scott, S. Scott, Smith

**Voted No:** NONE **Abstain:** NONE **Absent:** Abercrombie

**Item E-** UC Foundation Chair Brooke Jones gave the Foundation Report

Chair Jones announced that the annual fund drive is still going on with over $11,000 being raised as of the current time. The UC Foundation will meet again in February and she also announced that there will be 6 new members of the UC Foundation.

**Item F-** UC CEO Robyn Armstrong gave the Administrative Report.

* **IT Room Updates-** IT should be completed by Friday. Dakota worked with ABT to implement the Zoom components.
* **Spring Enrollment-** Spring classes start for NWOSU Monday, Jan 8th NOC starts Jan 16th. No solid numbers today. Students are still enrolling. We hope to have at least the same numbers as Spring 2023
* **NWOSU Nursing**- **LPN to BSN Articulation agreement with PTC –** NWOSUnow gives the LPNs from Pioneer Tech, Autry Tech, High Plains Tech and Northwest Tech credit for Physiology as well as Anatomy.  The addition of Physiology is another 4 credits so those who have graduated from one of those LPN programs and successfully completed their LPN boards now get a total of 25 hours of credit with NWOSU.
* Donated voucher for LEGO Robotics to P66 United Way campaign.
* Blackwell Leadership toured December 12th ,2023.
* Ponca City Leadership will tour January 10th, 2024.
* **AARP Training-** There will be a group of 16-20 tax preparers that will be using the boardroom for AARP Tax Training. They begin next week. They will file taxes at the library. Most of them are Conoco/Phillips retirees. They will submit their volunteer hours for matching and give a check to the UC Foundation.

**Item G-** Comments from the public.

* **City of Ponca City-** The city purchased a new firetruck and a new landfill scraper. The City is also looking to build a new airport terminal. On February 13, there will be City Commissioner Election. One seat will run unopposed, and the other seat is open and will be filled at the election. Also, there will be a meeting in Kansas City involving Amtrac in the hopes of getting it restarted in Ponca City by 2029. Finally, all water meters in the city will be replaced.
* **Redlands-** Redlands purchased the old Wells Plumbing building, which is around 8,000 square feet. Within the next six months to a year, the building will be open and there will be a showroom where people can make purchases.
* **Ponca City Schools-** Supt. Leaming said that school is back in session. There are open positions at PCPS with the Head Football Coach position being filled to be approved by February. State aid is up this year meaning growing enrollment. The district is also looking to create Course Catalogs and guides for students grades 6-12 who have interest in a certain job field. There are 110 students doing internships and there are hopes of getting 150 students in the upcoming semesters.
* **Pioneer Tech-** The new Semester has begun at PTC. There was a meeting held at PTC involving area superintendents and area legislators. CDL Class A & B training classes will begin soon. There will be a Chamber Banquet on the 25th. Leadership Ponca City will be visiting Pioneer Technology Center next week. Finally, they are finishing the hiring for the HOPE Work Ready Employment Center, which will be located on the 3rd floor of City Central. They are hoping to have the first class in the beginning of March and the program is supported through DHS.
* **Ponca City News-** The News is getting back to business as usual after the Holidays with meetings and events coming up.

**Item H-** Additional comments and discussions made by the UC Chair and Board Members

* Jason Grace asked about getting a UC Banner in the new gymnasium in Newkirk. The banner will be looked into as a possibility.
* Molly Kyler talked about a Nonprofit Conference being held on February 9th at a cost of $25. She also mentioned that there is a drone class taking place in February. Also, she talked about a Lash Academy being held at PTC for people with a cosmetology license or currently in Cosmetology School.
* Erin Liberton mentioned that Habitat for Humanity has moved into their new store and things are going well. She also talked about NERA and their caramel apple fundraiser. She also mentioned that the turnaround at P66 has been completed and they are looking to bring in Damon West for training days.
* Chair Scott mentioned that he has been writing an article for Ponca City Monthly to get people interested in higher education. He has also been talking with Carl Renfro about setting up a luncheon to help the UC continue to stay relevant. Finally, he has been working with Senator Coleman about editing a bill to help NWOSU classes come to the UC.

**Item I-** Chair Scott announced the next Regular Board of Trustees Meeting will be on Thursday, February 1, 2024, at 8:30am in the University Center Conference Room.

**Item J-** Voted to approve or not approve a motion to adjourn.

**Made the motion to adjourn:** Molly Kyler

**Seconded the motion**: Natalie Fraser

**Voted Yes:** Campbell, Fraser, Grace, Kyler, Liberton, R. Scott, S. Scott, Smith

**Voted No:** NONE **Abstain:** NONE **Absent:** Abercrombie