

# UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES, JANUARY 8, 2026

The University Center at Ponca City Board of Trustees held a regular board meeting on January 8, 2026, at 8:30 a.m. in the University Center Conference Room, 2800 N. 14<sup>th</sup> Street, Ponca City, Oklahoma.

Chair Erin Liberton presided over the meeting and presented all items on the agenda.

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

**In Attendance:** Trustees: Chair Erin Liberton, Vice Chair Tracie Smith, Secretary James Devinney, Relo Adams, Dr. Kelly Campbell, Natalie Fraser, Jason Grace, Molly Kyler, & Rick Scott.

Ex-Officios: Pres. Diana Morris, Calley Lamar, CEO Shelley Arrott, CEO Tim Williams, & Recording Clerk Bron Briggs

**Absent:** Trustees: NONE Ex-Officios: Regent Carl Renfro, Mayor Kelsey Wagner, Supt. Adam Leaming, Supt. Todd Overstreet, UCF Chair Ryan Austin, Homer Nicholson, & Supt./CEO Traci Thorpe

**Item B-** Introduction of Guests

Chair Liberton welcomed Calley Lamar, Shelley Arrott and Diana Morris to the meeting. Chair Liberton also welcomed Mr. Kyle Shifflett, Attorney General of the State of Oklahoma, to the meeting.

**Item C-** Discussion & possible action on the Minutes from the November 6, 2025, Regular Meeting

**Made the motion to approve the minutes as presented:** Jason Grace

**Seconded the motion:** Molly Kyler

**Voted Yes:** Adams, Campbell, DeVinney, Fraser, Grace, Kyler, Liberton, Scott, Smith

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

**Item D-** Discussion & possible action on the Month-End Budget Report & details for October & November 2025

**Made the motion to approve the financials as presented:** Kelly Campbell

**Seconded the motion:** James Devinney

**Voted Yes:** Adams, Campbell, DeVinney, Fraser, Grace, Kyler, Liberton, Scott, Smith

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

**Item E-** The agenda item was tabled pending additional information and will be revisited at a future meeting.

**Item F-** Discussion and possible action on proposal from ABT for 6 informational TV boards for lobby and halls

**Made the motion to approve the proposal as presented using carryover funds:** Jason Grace

**Seconded the motion:** Tracie Smith

**Voted Yes:** Adams, Campbell, DeVinney, Fraser, Grace, Kyler, Liberton, Scott, Smith

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

**Item G-** Discussion and possible action on proposals from ABT and Howard to upgrade Polycom Zoom equipment in Room 131 and Conference Room

**Made the motion to approve the proposals as presented using carryover funds:** Kelly Campbell

**Seconded the motion:** Rick Scott

**Voted Yes:** Adams, Campbell, DeVinney, Fraser, Grace, Kyler, Liberton, Scott, Smith

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

**Item H-** Discussion and possible action on proposals to replace chairs in classrooms and computer labs.

**Made the motion to approve the proposal from Galaxie as presented using carryover funds:** Rick Scott

**Seconded the motion:** James Devinney

**Voted Yes:** Adams, Campbell, DeVinney, Fraser, Grace, Kyler, Liberton, Scott, Smith

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

**Item I-** CEO Tim Williams gave the Foundation report in place of the absent UCF Chair Ryan Austin

CEO Williams announced that Ryan Austin is the new UC Foundation Chair with former Chair Brooke Jones stepping down into the Vice Chair role. The Scholarship Celebration in November was a huge success with CEO Williams thanking Phillips 66, Carl Perkins, and Pioneer Tech with their contributions towards the event. 100 percent of all boards and staff members donated to the UCF in 2025. The fall scholarship drive raised \$57,000. The UC is looking to be on track to dispersing \$100,000 worth of scholarships this school year. 3 UC Foundation members have rolled off with three new members starting in 2026. The UC Foundation has been looking towards Baskin Hadley handling the monthly billing and the handling of check writing. The flower beds in front of the building have been updated.

**Item J-** CEO Tim Williams gave the Administrative Report

#### **Enrollment Update**

- Official Fall '25 Data
  - 219 Students (up 21.67% from Fall 2024)
  - 1286 Credit Hours (up 18.63% from Fall 2024)
- Spring '26 Enrollment to date:
  - Students: 185
  - Credit Hours: 1127
- Compared to Spring 2025:
  - Students: up 5% (from 176 to 185)
  - Credit Hours: up 8% (from 1040 to 1127)
- Spring Goals:

- Students: 215
- Credit Hours: 1275

### **General Information**

- We have done minor upgrades to Studios 112, 124, and 130 that allow UC instructors to see connected students from a monitor on the desk, without having to turn around to look at the wall monitors. With more instructors teaching from the UC and student presentations, this is a welcome addition to our ITV capabilities.
- Dr. Dalana Hawkins is teaching two classes from the UC this spring. For one, she will have UC students plus be connected with other sites. The other will be exclusively UC students. Nursing instructor Sarah Martin, education professor Dr. Braten-Hall, plus a couple of other NOC instructors plan to regularly teach from the UC this spring.
- Other upcoming improvement proposals:
  - Security Cameras
  - KFOR Marketing & Team Radio have some affordable options for targeted advertising on a wide variety of streaming apps.
  - Phone service.
- For spring we are working on a six-week 3-D printing after school program for 6-8 graders and an evening offering for adults.
- WCAG (Web Content Accessibility Guidelines) laws take effect in April. We are learning how the requirements affect the UC and working to get those things in place.
- We gave away an iPad as part of an early enrollment incentive. Nursing student Ashley Webb.
- The UC has a table for the Chamber Celebration on January 22. Let Tim know ASAP if you would like tickets.

### **Upcoming Dates:**

- Mon Jan 12. Spring classes begin.
- Jan 13-23. Volunteer Tax group uses the conference room for training.
- Wed Jan 14. Sarah and Tim to Leadership Ponca City Education Day. This includes a stop at the UC for presentations from NOC President Diana Watkins, Sarah Martin, and Tim.
- Mon Jan 26. Tim speaks about higher education at the Getting Ahead training.

**Item K** - There was no new business discussed.

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

**NOC**- President Morris mentioned that more students are still enrolling as classes start January 12<sup>th</sup>. She also said that the NOC Distinguished Alumni ceremony is March 26<sup>th</sup>. Two of the inductees are Trustee Rick Scott and Ex-Officio and Former CEO Adam Leaming.

**Item M**- Discussions made by the UC Chair and Board Members

The Newkirk Chamber banquet will be on March 3<sup>rd</sup>. It was recommended that the board includes discussion of carryover funds in future meetings. It was also recommended that the UC try to have a bigger presence in Newkirk. An example presented is to develop a banner that can be hung in the Newkirk gymnasium where sporting events are held.

**Item N**- Chair Liberton announced the next Regular Board of Trustees Meeting will be on Thursday, February 5, 2026, at 8:30am in the University Center Conference Room.

**Item O**- Discussion and possible action to adjourn.

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

**Seconded the motion:** Rick Scott

**Voted Yes:** Adams, Campbell, DeVinney, Fraser, Grace, Kyler, Liberton, Scott, Smith

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