

UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES, NOVEMBER 7, 2024

The University Center at Ponca City Board of Trustees held a regular board meeting on November 7, 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, James Deviney, Natalie Fraser, Jason Grace, Molly Kyler, Vice Chair Erin Liberton, Rick Scott, & Chair Steve Scott

Ex-Officios: NOC President Diana Watkins, Mayor Homer Nicholson, CEO/Supt. Traci Thorpe, Calley Lamar, CEO Tim Williams, & Recording Clerk Bron Briggs

Absent: Trustees: Secretary Tracie Smith

Ex-Officios: Supt. Adam Leaming, CEO/Pres. Shelley Arrott, UCF Chair Brooke Jones, & Regent Carl Renfro

Item B- Introduction of Guests

Chair Scott welcomed Calley Lamar, Diana Watkins, Mayor Nicholson, and Traci Thorpe to the meeting.

Item C- Discussion & possible action on the FY24 Audit Report as prepared and presented by Kirk Vanderslice, CPA with Hinkle & Company.

Made the motion to receive the audit as presented: Molly Kyler

Seconded the motion: Kelly Campbell

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

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

Item D- Discussion & possible action on the Minutes from the September 5, 2024, Regular Meeting

Made the motion to Approve the minutes as they stood: Jason Grace

Seconded the motion: Molly Kyler

Voted Yes: Campbell, Deviney, Grace, Kyler, R. Scott, S. Scott, Smith

Voted No: NONE **Abstain:** Fraser, Liberton **Absent:** Smith

Item E- Discussion & possible action on the Month-End Budget Report & details for August & September 2024

Made the motion to Approve the budget reports as presented: Kelly Campbell

Seconded the motion: Rick Scott

Voted Yes: Campbell, Devinney, Fraser, Grace, Kyler, Liberton, R. Scott, S. Scott, Smith
Voted No: NONE **Abstain:** NONE **Absent:** Smith

Item F- Discussion & possible action on the Board of Directors Meeting Schedule for FY26

Made the motion to Approve the meeting calendar as presented: Molly Kyler

Seconded the motion: Erin Liberton

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

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

Item G- Discussion & possible action on the contract with ABT Solutions for IT services.

Made the motion to Approve the contract with ABT for the remainder of the fiscal year: Molly Kyler

Seconded the motion: Jason Grace

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

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

Item H- Discussion & possible action on the method of disposal regarding University Center Surplus items.

Made the motion to recognize the surplus and to determine method of disposal at a later time after approval: Kelly Campbell

Seconded the motion: Rick Scott

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

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

Item I- UC Foundation Chair Brooke Jones gave the Foundation Report

There was no Foundation Report due to the absence of UCF Chair Brooke Jones.

Item J- UC CEO Tim Williams gave the Administrative Report.

- Enrollment Fall 2024
 - NWOSU: 61
 - NOC Traditional: 70
 - NOC Concurrent: 46
 - Total: 177
 - Total Credit Hours: 1072
- Highlights
 - Numerous Chamber of Commerce and Community Events
 - Went to Alva and met with Bo Hannaford
 - Met and lunch with Diana Watkins
 - Attended Regents Education Program with James Devinney and Jason Grace

- State of the Schools at Ponca City Political Forum
- 2 High School college fairs
- P66 Okie Days – Bron
- P66 \$15,000 concurrent grant
- Concurrent Project – working with PCPS, NOC,
- Spring Enrollment began mid-October
 - Goal: +5%
 - Real Goal: = to fall enrollment (177)
 - Lobby Goodies on opening days
- Met Lots of people
- Projects
 - Reworking how we use social media
 - Analyzed how we spend our advertising \$.
 - Enrollment Blitz Nov 12
 - In PC News 1x a week – missed a few
 - Lego Robotics – Spring and Summer
 - Community Outreach – short courses

Item K- Comments from the public.

- **City of Ponca-** Mayor Nicholson stated that things have been quiet and normal around the city. The city has purchased a new firetruck along with two new ambulances. Also, the filings for Mayor will be in December. The election will be in February and will start in March.
- **NOC-** President Watkins discussed the proposed bill from Senator Coleman which could regard the University Center.
- **Pioneer Tech-** Traci Thorpe mentioned that it has been a busy semester thus far. There will be a Worklahoma Career Fair today (November 7th) in cohesion with the Work Ready Program, which has 70 participants and 31 of the participants are employed. PTC has been selected to participate in statewide marketing for CareerTechs, which will include pictures of the students. The Apprenticeship Program is being worked on and developed. There will be 17 Graduates of the Peace Officer Program and there will be a graduation ceremony for the Practical Nursing Program. PTC also had their Business and Industry breakfast for Manufacturing Companies and they will be having their breakfast for Nonprofit Organizations on the 22nd.

Item L- Discussions made by the UC Chair and Board Members

The board went into further discussions regarding the proposed bill from Senator Coleman that could involve the University Center.

Item M- Chair Scott announced the next Regular Board of Trustees Meeting will be on Thursday, January 9, 2025, at 8:30am in the University Center Conference Room.

Item N- Discussion and possible action to adjourn

Made the motion to adjourn: Natalie Fraser

Seconded the motion: James DeVinney

Voted Yes: Devinney, Fraser, Kyler, Liberton, R. Scott, S. Scott

Voted No: NONE **Abstain:** NONE **Absent:** Campbell (left before vote), Grace (left before vote), Smith