

UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES, FEBRUARY 2, 2023

The University Center at Ponca City Board of Trustees held a regular board meeting on February 2, 2023, at 8:30 a.m. in the University Center Conference Room, 2800 N. 14th Street, Ponca City, Oklahoma.

Chair Rich Cantillon 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: Board of Trustees Members Chair Rich Cantillon, Secretary Steve Scott, Louise Abercrombie, Dr. Kelly Campbell, Natalie Fraser, Erin Liberton, & Tracie Smith. Ex-Officios Dr. Clark Harris, Mayor Homer Nicholson, Calley Lamar, Supt. Shelley Arrott, Recording Clerk Bron Briggs, & CEO Robyn Armstrong

Absent: Bruce Evans, Ex-Officios CEO/Supt. Traci Thorpe, UCF Chair Diane Anderson, & Regent Carl Renfro.

Item B- Introduction of Guests

Chair Cantillon welcomed Mayor Nicholson, Dr. Harris, Supt. Arrott, & Calley Lamar to the meeting.

Item C- Voted to approve or not approve the Minutes from the January 5, 2023, Special Meeting.

Made the motion to Approve the financials as they stood: Louise Abercrombie

Seconded the motion: Kelly Campbell

Voted Yes: Abercrombie, Campbell, Cantillon, Fraser, Liberton, Scott, Smith

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

Item D- Voted to approve or not approve the Month-End Budget Reports for December 2022

Made the motion to Approve the financials as they stood: Steve Scott

Seconded the motion: Erin Liberton

Voted Yes: Abercrombie, Campbell, Cantillon, Fraser, Liberton, Scott, Smith

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

Item E- CEO Robyn Armstrong presented the UC Foundation Report for the absent UCF Chair Diane Anderson.

The UCF approved to award \$10,000 in scholarships for this Spring Semester and the upcoming Fall Semester. Former UC Foundation member Guy Clark's family has set up a scholarship in his name for the UC after his passing. Construction on the sold property adjacent to the UC is still underway with no projected completion date at the current time.

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

- **Enrollment** – We have 166 students for Spring FY23, we had 182 Spring FY22 , 16 less, than last spring. Total of 936 credit hours, which is also down. This includes 40 concurrent students; we had 44 concurrent last spring. More students are taking online and virtual classes. Hard for us to compete with those selections. The UC has 58 NWOSU classes, and 51 NOC classes that made with students.
 - Quote from Dr. Edgington to his Colleagues “As you can tell, Virtual Classes are very desirable, particularly with concurrent students” Also, Northern students are enrolling themselves. It’s an online format. The UC cannot enroll students for NOC. We can advise them. They must enroll online and get approval from their NOC Advisor.
- **LEGO-** After school schedule started Feb 1st thru April 26th from 4-5:30 pm. We have 16 students enrolled.
- **Leadership-** Class tours will be later in Feb. for Tonkawa and Ponca City.
- **KAPLAN Test-** For potential nursing students. The UC proctored the exam on January 27th they had 3 students last year, and 7 that tested. That is an increase. Hopeful they all passed and are accepted into the program.
- **TAX Training** - Conoco-Phillips Retirees were here for their VITA, AARP Tax prep training for 2 weeks. They will turn in their volunteer hours for a grant to the UC.
- **Pamphlets-** Still a work in progress with My Media Matters.

Item G- New Business

There was no new business discussed during the meeting.

Item H- Comments from the public.

- **NOC-** Dr. Harris reported enrollment is up 9% for the Spring Semester. He said the Roustabouts had an amazing performance on February 1st. Their next performance is April 1st. Also, on April 1st NOC will have a Distinguished Alumni Event with special recognition of the class of 1973. On March 25th, there will be a celebration of the Nursing Program’s 50th anniversary.
- **Ponca City Public Schools-** The PCPS STEM Academy building’s completion date has been moved up to between August and September so it will be ready for the 23-24 School Year. They have an opening for a 12-month contract for a STEM Director. They plan to have summer camps. They are geared towards use of the STEM Academy for students from kindergarten up until graduation. They are planning to hire STEM teachers so students using the facilities will get High School Credit as well as begin E-Sports. On February 7th from 8-1:00 pm Chad Cargill will be holding an ACT Prep for students to help improve their ACT scores. The cost is \$30.

Item I- Additional comments and discussions made by the UC Chair and Board Members. Chair Cantillon mentioned Jason Grace & Luke Garrison are in the process with Governor Stitt's office to become UC Trustees to fill a current and upcoming position. He also stated that his last day as Chamber CEO is February 24th and there will be a reception from 2-5:00 pm at the Ponca City Country Club. Tiffany Herman will serve as Interim CEO until Shelley Arrott takes over as official CEO of the Chamber in June 2023.

Item J- Presentation for Trustee Steve Scott over REP Training
Trustee Steve Scott gave a presentation over his REP Training. Board Members were sent a digital form of the presentation via email.

Item K- Chair Cantillon announced the next Regular Board of Trustees Meeting will be on April 6, 2023, at 8:30am in the University Center Conference Room.

Item L- Voted to approve or not approve a motion to adjourn.

Made the motion to adjourn: Natalie Fraser

Seconded the motion: Kelly Campbell

Voted Yes: Abercrombie, Campbell, Cantillon, Fraser, Liberton, Scott, Smith

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