

UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES, APRIL 3, 2025

The University Center at Ponca City Board of Trustees held a regular board meeting on April 3, 2025, at 8:30 a.m. in the University Center Conference Room, 2800 N. 14th Street, Ponca City, Oklahoma.

Vice Chair Tracie Smith presided over the meeting and presented the items on the agenda in place of the absent Chair Erin Liberton.

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

In Attendance: Trustees: Relo Adams (arrived late), Dr. Kelly Campbell, Secretary James Devinney (arrived late), Jason Grace, Molly Kyler, Rick Scott, and Vice Chair Tracie Smith

Ex-Officios: CEO/Pres. Shelley Arrott, Calley Lamar, Homer Nicholson, CEO/Supt. Traci Thorpe, UCF Chair Brooke Jones, CEO Tim Williams, & Recording Clerk Bron Briggs

Absent: Trustees: Chair Erin Liberton & Natalie Fraser **Ex-Officios:** NOC President Diana Watkins, Supt. Todd Overstreet, Supt. Adam Leaming, & Regent Carl Renfro

Item B- Introduction of Guests

Vice Chair Smith welcomed Calley Lamar, Homer Nicholson, Shelley Arrott and Traci Thorpe to the meeting.

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

Made the motion to approve the minutes as presented: Molly Kyler

Seconded the motion: Rick Scott

Voted Yes: Campbell, Grace, Kyler, Scott, Smith

Voted No: NONE **Abstain:** NONE **Absent:** Adams, Devinney, Fraser, Liberton

Item D- Discussion & possible action on the Month-End Budget Report & details for January & February 2025

Made the motion to approve the financials as presented: Jason Grace

Seconded the motion: Dr. Kelly Campbell

Voted Yes: Adams, Campbell, Grace, Kyler, Scott, Smith

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

Item E- UC Foundation Brooke Jones gave the Foundation Report

She talked about how the Concurrent Kickoff was successful with numerous attendees including Supt. Adam Leaming and Dr. Edgington from NOC. She was glad a student was able to present at the kickoff. She talked about how one member of the board resigned, and another was voted

in. She also said at the next meeting, this coming Tuesday, there will be another potential member attending. She finished by saying that the UC will partner with Stuteville to host Business After Hours in July.

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

Trustee Member Updates

- Rick Scott's senate hearing was Monday at the Capitol.
 - His current term expires June 30, and his new term begins July 1.
- Relo Adams' senate hearing will be in May. Date TBD.
 - At the direction of the Governor, he is serving in an interim capacity until his hearing and swearing in, with his term beginning July 1.

Lego Robotics Camps

- I gave you each a flyer.
 - FB, Instagram, PCPS Elementaries and West Middle School, Central Baptist, Peckham, Newkirk Elementary and Middle, Kildare, Frontier, St. Mary's, Lutheran.
- Current Registrations:
 - WeDo June – 12 (max of 10)
 - Plus a few on a waiting list.
 - We may add another WeDo camp but that is not confirmed.
 - Level 1 – 9 (max of 13)
 - Level 2 – 3 (Max of 13)
 - Space – 3 (Max of 10)
 - WeDo July – 9 (max of 10)
 - Cost of Students: \$75
 - Includes T-Shirt if registered by April 30
 - UCF/P66 STEM Grant is providing scholarships (\$80 / \$100)

CEO's Activities:

- March 10 – Pam and I attended the NOC Foundation Donor Recognition Dinner to represent the UCF. Paired up with scholarships recipients. We were with Brandy Gober.
 - University Center was listed in the highest giving group: Major Club
- Survived LOTS of mid-term exam test proctoring the first 2 weeks of March.
- March 12. NOC Info Night at Po-Hi.
- March 27. Bron and I attended the Po-Hi Internship & Career Fair. In addition to talking about internships, we talked to many students about concurrent enrollment and college after high school.
- March 27-28. COECA Spring Meeting in Enid. Council of Extended Campus Administrators.
- I am writing every month for the PC Monthly.
- The weekly email update will return next week.
- The concurrent and robotics projects have required enormous amounts of time to plan, organize, budget, market, etc.

Other Information:

- Spring enrollment has begun.
 - Fall Goals:

- 200 Students
 - 1200 credit hours
 - Average of 6 hours per student.
- Fall 2025 Stats:
 - 177 Students
 - 1072 Credit hours
- We will begin publishing enrollment data beginning with the April 14 email update.
- Spring student survey is open through April 11. I have provided you with a list of the questions.
- Zoom Autoconnect stopped working the first day Dakota was gone to Japan. We are working with ABT, SHI, and Zoom to correct the issue. Because of an update they did, it appears to require an additional license of at least \$2400 to get back up and running. In the meantime, all classes are connected manually.
- One day last week none of our classrooms could connect. ABT had us back up and running before 10:00. It was unrelated to the autoconnect issue.
- We had some electrical issues on Wednesday resulting from the storm. We did not have lights in the main office or the conference room. Stolhand Wells had the issue repaired by early afternoon.
- We began managing our own social media on April 1. Dakota and I are working together to manage it.
 - 1x a week “generic” higher education post. Info is provided by the OSHRE.
 - 2x a month student/alumni testimonial post.
- Advertising and FB. In response to the 75/25 female/male ratio, we are working to feature males 75% of the time to see if we can increase the percentage of men enrolled.
- I am working with NOC and NWOSU to schedule an enrollment day plus open house in the next few weeks.
- Desktop refresh. It is time for one and it is in this year’s budget. I have been holding off to see what the overall budget looks like. Once I receive March’s financial statements I will decide whether I want to pursue it this year or push it to next year’s budget.
- Finance Committee. I will meet with the finance committee in early May to establish the FY26 budget so it is ready for discussion and approval at the June meeting.

Upcoming Dates:

- Watch the Weekly Update for upcoming dates.
- Tonight. NOC Spring Renfro Lecture Series: Diamond Rio
- Tues April 15. Tim to Higher Education Day at the Capitol with the NWOSU group (Rescheduled)
- Sat May 3. NOC Graduation
- Tue May 8. Graduation Celebration
 - Honors NOC and NWOSU Graduates
 - Light refreshments.
 - Tell a little about each graduate
 - A small gift
- Fri May 9. NWOSU Nursing Luncheon and Pinning
- Sat May 10. NWOSU Graduation

- Thurs June 5. Annual Meeting.
 - 8:30. Regular June business including approval of 25-26 budget, contracts, calendar, etc.
 - 9:30. Trustees and UCF meet
 - Share my overall vision plus my goals for next year
 - Brainstorm ideas

Item I- New Business

There was no new business discussed.

Item J- Comments from the public.

- **Pioneer Tech-** CEO/Supt. Traci Thorpe talked about how the March Practical Nursing course has started and how the September Practical Nursing course is almost to capacity. There were six graduates in the Basic Peace Officer course. The Welding Shop remodel is going well and going to plan. Student competitions and Spring Activities are kicking off. The BPA has one student going to the National Level. In March, PTC had their Construction Trades meeting breakfast. In April, the breakfast will involve fire, EMS, and Police Services. Finally, she talked about how there were still tickets for the PTC Foundation Roast and the guest of honor is Shelley Arrott. The funds go towards Scholarships.
- **Ponca City Chamber-** CEO/President Shelley Arrott talked about how Leadership Ponca City's Class 38's project is called Ponca Passport where it encourages people to explore different businesses and landmarks in Ponca City. She also talked about the Leadership Ponca City Alumni Group having an event called "Beyond the Badge", which includes getting a behind the scenes look at the Ponca City Police Department. She also talked about the Legislative Agenda in accordance with Ponca Politics. Finally, she talked about the planning of the 2025 Party at the Palace.
- **City of Ponca City-** Homer Nicholson talked about how Grand Ave. is under construction and how people should be careful when turning onto the road. He also talked about how he is still working with Amtrak Passenger Rails. He also mentions how the city is still working on the new Airport terminal as well as the Train Depot. Finally, he talked about how the City Budget for the new fiscal year will likely be flat.

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

-The Community Health Foundation's Meal to Heal fundraiser is April 11th with three local grilling teams competing as well as a raffle for a trip to Branson. Cocktails for a Cause will be held this Friday at the Osage Casino in support of Marland's Place. Beast Feast will be April 18th benefiting the DDX3X Foundation. Finally, the 2nd Annual Crawfest will be April 26th and organized by Ponca City Trailblazers Rotary.

Item L- Vice Chair Smith announced the next Regular Board of Trustees Meeting will be on Thursday, May 1, 2025, at 8:30am in the University Center Conference Room.

Item M- Discussion and possible action to adjourn

Made the motion to adjourn: Jason Grace

Seconded the motion: James Devinney

Voted Yes: Adams, Campbell, Devinney, Grace, Kyler, Scott, Smith

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