

UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES, MAY 5, 2022

The University Center at Ponca City Board of Trustees held a Special board meeting on May 5, 2022 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: Chair Rich Cantillon, Secretary Steve Scott, Louise Abercrombie, Dr. Kelly Campbell, Natalie Fraser, Erin Liberton, Tracie Smith, Supt./CEO Traci Thorpe, Mayor Homer Nicholson, Dr. Clark Harris, CEO Robyn Armstrong, & Recording Clerk Bron Briggs

Absent: Bruce Evans, Vice Chair Darin Fields, UCF Chair Diane Anderson, Supt. Shelley Arrott, & Regent Carl Renfro

Item B- Introduction of Guests

Traci Thorpe, Mayor Nicholson, and Dr. Harris were all welcomed to the meeting

Item C-Voted to approve or not approve the minutes of the April 7, 2022 Special Meeting

Made the motion to approve the minutes as they stand: Louise Abercrombie

Seconded the motion: Kelly Campbell

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

Voted No: NONE **Abstain:** NONE

Absent: Evans, Fields

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

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

Seconded the motion: Tracie Smith

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

Voted No: NONE **Abstain:** NONE

Absent: Evans, Fields

Item E- Voted to approve or not approve the 2022-2023 UC Holiday Calendar

Made the motion to approve the 22-23 Holiday Calendar: Kelly Campbell

Seconded the motion: Tracie Smith

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

Voted No: NONE **Abstain:** NONE

Absent: Evans, Fields

Item F- CEO Robyn Armstrong presented the UCF Report for the absent UCF Chair Diane Anderson

I have been working with the auditing firm this week to provide documents requested. I will work with the UCF board moving forward to clean up the vacant space that is under contract for sale so it is ready for closing. There are two new UCF board members, Mindy Meyer, and Rich Terrill. They attended their first meeting last month. The UCF also has a brand-new treasurer, Brooke Jones, who I will be working with to make sure the transition runs smooth for her.

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

- **Enrollment** – Finals Week. We have scheduled and proctored quite a few finals. Most of them are online on Blackboard vs. in class like before pandemic. Summer and Fall enrollment are open. We are doing our best to plan ahead and be ready for Fall to boost enrollment. We plan to schedule a date in July, and circle back in August for Dr. Edgington to come to the UC to meet with students and help push fall enrollment. I will reach out to NWOSU as well.
- **NOC** -Bron and I met with Dr. Rick Edgington and Diana Watkins from NOC to discuss enrollment procedures for NOC students. Students are encouraged to enroll themselves online using the NOC portal. Dr. Edgington walked us through the process of on boarding students. Was very informative. I was concerned that students would enroll in the wrong sections. We can still meet with the students to help navigate the process.
- **Summer Robotics – Collaborate with Doodle Academy-Alena Jennings**
- **Graduation-** We have 19 NWOSU graduates this Spring, 33 NOC Students.
- **Grant Application** – Submitted Non-Profit Grant Application for ARPA Funds. Adam had initiated this before he left to replace 2 switches, long, and short range access points. This benefits students that need to connect to their online and zoom classes. The UC didn't qualify for any ARPA Funds. Rhonda Skrapke is pushing to take this item to City Commission meeting on Monday May 9, 2022. Hopeful we will receive funds.
- **Newkirk Leadership-** The leadership group toured the University Center last week, which included the Superintendent of Newkirk Public Schools. They were impressed with the University Center.

Item H- Comments from the public.

- **Pioneer Tech-** Traci Thorpe reported that PTC recently had School Board Trainings for new school board members and superintendents from the surrounding schools. PTC is also restarting its 3rd Grade tour event this week after a hiatus due to the Pandemic. Starting in July, Pioneer Tech will start offering a Basic Training Academy for Law Enforcement after CLEET approved PTC to be a site. Also, summer camps are starting to fill up for younger students and there will also be 8 summer academies for older students that will be in various capacities.
- **NOC-** Dr. Harris stated that NOC had 536 graduates throughout all of their campuses. NOC also hired a new Vice President of Academic Affairs. NOC is also working with the

technology centers in the surrounding areas to help students get awarded college credit for the work they have done. NOC is hoping to start a program in Enid where a High School student can complete an Associate of Arts degree as they graduate high school. Finally, NOC is looking to transform the library into a learning commons area with updated furniture and equipment as well as include art and murals throughout the area. They are also looking to eliminate outdated and unused book from the library and work with the surrounding areas to have a book drive.

- **City of Ponca City-** Mayor Nicholson discussed that the sales tax is up. He also mentioned that the new Public Safety Center should be ready between September and October. He also stated the City purchased new trucks and many other vehicles including ambulances and police cars.

Item I- Additional comments and discussions made by the UC Chair and Board Members.

- Chair Cantillon expressed that he like to have a representative from NWOSU attend the meetings to give updates. He also mentioned that he would like Calley Lamar from the Ponca City News to attend the meetings so he can report on the happenings at the University Center.
- Natalie Fraser and Steve Scott both said they will be at the State Capitol on Tuesday to be confirmed and reconfirmed as UC Board of Trustees.

Item J- Chair Cantillon announced the next Special Board of Trustees Meeting will be on June 2, 2022 at 8:30am in the University Center Conference Room.

Item K- The vote to approve or note approve a motion to adjourn the meeting.

Made the motion to adjourn the meeting: Steve Scott

Seconded the motion: Louise Abercrombie

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

Voted No: NONE **Abstain:** NONE

Absent: Evans, Fields