

UNIVERSITY CENTER AT PONCA CITY BOARD OF TRUSTEES MEETING MINUTES, SEPTEMBER 5, 2024

The University Center at Ponca City Board of Trustees held a regular board meeting on September 5, 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 Devinney, Jason Grace, Molly Kyler, Rick Scott, Chair Steve Scott, & Secretary Tracie Smith

Ex-Officios: CEO/Pres. Shelley Arrott, NOC President Diana Watkins, Mayor Homer Nicholson, UCF Chair Brooke Jones, CEO/Supt. Traci Thorpe, Calley Lamar, CEO Robyn Armstrong, & Recording Clerk Bron Briggs

Absent: Trustees: Natalie Fraser & Vice-Chair Erin Liberton

Ex-Officios: Supt. Adam Leaming, Incoming CEO Tim Williams, & Regent Carl Renfro

Item B- Introduction of Guests

Chair Scott welcomed Shelley Arrott, Brooke Jones, Calley Lamar, Diana Watkins, Mayor Nicholson, Traci Thorpe, and guest Newkirk Public School Supt. Todd Overstreet to the meeting.

Item C- Voted to approve or not approve the Minutes from the August 1, Regular Meeting

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

Seconded the motion: Tracie Smith

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

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

Item D- Voted to approve or not approve the Month-End Budget Reports for June & July 2024

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

Seconded the motion: Jason Grace

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

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

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

Chair Jones talked about how the UCF Audit has been completed. The Foundation will be meeting next month. Finally, the UCF has a new member in Relo Adams, who attended the UC to earn his degree.

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

- **Enrollment** – Student head count is up, and credit hours are up 9.30%. I think colleges nationwide are trending up with enrollment numbers. Great for the UC to have credit hours increase!
- **UC Audit-** UC Audit has begun. I am working with the Auditor to complete as much as possible before I leave. UCF Audit is complete, it was a clean audit.
- **NWOSU Nursing-** The NWOSU nursing program is in the process of making recruitment videos for the nursing program. Their university will visit the University Center on Monday, October 14th, from 12-2:50pm. They plan to take videos of Sarah Martin, Nursing Advisor-Instructor, and the nursing students in the lab, as well as the computer lab.

Item G- There was no new business discussed.

Item H- Comments from the public.

- **City of Ponca-** July 1st began the new budget and the city employees are ordering items that were previously budgeted for the fiscal year including two gasoline ambulances, tractors, & back hoes. The airport terminal & depot remodeling are both still a work in progress. There is a 28 Unit Housing that has been approved as well as a 92 Unit Housing that has been proposed. Finally, they are tearing down Burger King and rebuilding in the same location as well as Mertz was sold.
- **NOC-** Enrollment is up at NOC with Welcome Week activities taking place to much fanfare. The wrestling mats are in and are in use by the wrestling team. Dorm activities are up. Students went to the Kennedy Space Center as well as the Select OK Conference. Information about the Renfro Lectureship is coming soon. Dr. Shelley Mencacci started on August 5th and hit the ground running. Finally, Stillwater Medical is getting a place set up in Tonkawa.
- **Ponca City Chamber-** The Chamber welcomed 65 new educators to the New Teacher Luncheon. The Stuff the Bus event received about \$1300 in donations of school supplies with the City donating supplies as well. Finally, the PIE Partner Program starts next Thursday.
- **Pioneer Tech-** The Semester has started well with enrollment numbers up. PTC is receiving a one time amount of money to assist in the increasing of enrollment in programs and the decrease of waitlists. PTC is looking to remodel the Welding Program area as the Welding program relocated when the time comes. They have added an Apprentice Training Coordinator to the PTC staff. PTC also has a Paint by Number Mural. PTC has also closed and will be closing on the old ADPC Building and land from OK Natural Gas. Finally, on Monday, PTC will be unveiling their new fox, affectionately named “Edison”.
- **Newkirk Public Schools-** Student count is up and Newkirk Schools are working with Pioneer Tech to develop a Middle School Tech Research Program which will include the

remodeling of the Tech Ed. Building. NPS is also looking to develop in the hopes of being able to accept more transfer students.

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

Chair Scott mentioned that today was the last meeting of current CEO Robyn Armstrong. She was presented with a gift from the Board of Trustees as their esteemed thank you for 14 years of service at the University Center.

Item J- Chair Scott announced the next Regular Board of Trustees Meeting will be on Thursday, November 7, 2024, at 8:30am in the University Center Conference Room.

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

Made the motion to adjourn: Molly Kyler

Seconded the motion: Kelly Campbell

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

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