

MINUTES
BOARD OF REGENTS SPECIAL SCHEDULED MEETING
JUNE 5, 2020 10:30 A.M.

The Board of Regents for Eastern Oklahoma State College met for a Special Scheduled Meeting at 10:30 a.m., June 5, 2020, in the Ballroom located on the Second Floor of the E.E. Tourtellotte Student Center of the Wilburton Campus.

Members of the Board present:

Mr. Bobby Mouser, Chair
Mrs. Teresa Jackson, Vice Chair
Mrs. Cara Bland, Member
Mr. Latt Jeffrey, Member
Mr. Brian Lott, Member
Mr. Larry Spradley, Member
Mrs. Loise Washington, Member

Members absent:

None

Others present:

Dr. Stephen E. Smith, President
Dr. Karen Harrison, Interim Vice President of Academic Affairs
Mrs. Trish McBeath, Vice President of Student and External Affairs
Mrs. Amy Armstrong, Vice President of Administrative Service/HR Director
Ms. Trisha White, Director of Finance
Mrs. Marci O'Donley, Executive Assistant to the President and to the Board of Regents
Mrs. Kellye Semeski, Faculty Council Chair
Mrs. Teresa Brady, Staff Council Chair
The Honorable Judge Bill Welch
Mrs. Pat Ratliff, Newly appointed Vice President of Academic Affairs

1. Chairman Mouser called the meeting to order.
2. Chairman Mouser declared a quorum present.
 - Swear-In of Newly Appointed Regent, Mr. Larry Spradley.

Dr. Smith informed the group that Mr. Larry Spradley has been appointed to a seven-year term as member of the Eastern Board of Regents by Governor Kevin Stitt. He added that Mr. Spradley is the President of Community State Bank based in Poteau with six different branch offices. Community State Bank has been a tremendous partner. We have honored Community State Bank at our Sapphire Ball last year and also recognized them as our Regent's Partner of the Year this last spring. Congratulations on your appointment. Dr. Smith introduced and thanked our special guest, the Honorable Judge Welch for his willingness to participate in this important event. After the Swear-In everyone applauded and welcomed Mr. Larry Spradley to his first term as member of the Board of Regents for Eastern Oklahoma State College.

3. Introduction of Guests.

Dr. Smith asked Dr. Karen Harrison to make the next introduction. Dr. Harrison expressed her joy to announce the long awaited appointment of Dr. Patricia Ratliff as the new Vice President of Academic Affairs. Dr. Ratliff has been a faculty member here since 2008 and when she was hired she was probably the most perfect hire the college has ever had. Dr. Ratliff had eight years teaching a variety of biological sciences when we hired her to teach Zoology. Before that she had been an RN for 18 years so who better to teach our nursing students.

She has been Dean of the Science and Math Division for a year and a half and she served on the last HLC group. I am so pleased to have someone with her ability taking over.

Dr. Ratliff thanked the group and added that she looks forward to working with the group.

Items for Board Action.

- 4.1 Approval of Regents Board Minutes of the Regularly Scheduled May 8, 2020 Meeting.

Minutes were approved as submitted: Regent Lott, yes; Regent Washington, yes; Regent Mouser, yes; Regent Bland, yes; Regent Spradley, yes; Regent Jeffrey, yes; Regent Jackson, yes.

- 4.2 Approval of Payrolls and Claims for April 2020, in the amount of \$2,923,007.93.

- 4.3 Approval of Payrolls and Claims for May 2020, in the amount of \$892,997.49.

- 4.4 Approval of Operating Budget for Fiscal Year 2021.

- 4.5 Approval of Fiscal Year 2021 Campus Master Plan.

- 4.6 Approval of Capital Expenditures from Section 13 Offset Funds.
- 4.7 Approval of Tuition and Mandatory Fees Increase for Fiscal Year 2021.
- 4.8 Approval of Program Modification for Enterprise Development (AA,AS).
- 4.9 Approval of Agreement between Cengage Learning, Inc. and Eastern Oklahoma State College.
- 4.10 Approval of Out-of-State Travel.

- 5. Motion, Second and Roll Call Vote for Items 4.2 through 4.10.

Regent Washington moved to approve items 4.2 through 4.10 and Regent Jeffrey seconded the motion. Motion carried unanimously. Regent Bland, yes; Regent Washington, yes; Regent Lott, yes; Regent Mouser, yes; Regent Jeffrey, yes; Regent Jackson, yes; Regent Spradley, yes.

- 6. New Business.

None.

- 7. Personnel Report.

Dr. Smith reported that there were no unusual personnel issues to report.

- 8. McAlester Report.

Dr. Karen Harrison reported that the campus continues to be locked down. summer classes have started and are being taught on-line. Enrollment continues to be done by email or appointment. We are still not bringing students onto either campus.

- 9. President's Report.

Dr. Harrison reported that we have not looked at fall numbers since it has taken longer due to the virus and we did extend enrollment by one day. Enrollment continues to be done by email or appointment at the Wilburton campus as well.

At the last meeting I reported about the grade change option we were making available for students. This is something the State Regents provided guidance on and it actually happened across the country. Students that felt their grade had been impacted because of the move to on-line could change a grade of A, B,C or D to a "P" for pass and an F to "NP for no pass and changing their grade to this would not impact their GPA. We had 89 students who elected to do that. I was surprised it was so low but that is credit to the faculty. Dr. Harrison added that we had 222 graduates for 2020 and a graduation rate of 26%.

Trisha White gave the group a detailed Cash Flow Report. She added that money has been refunded to students qualifying for the Care's Act. Trisha reported that it calculated to approximately \$63 per credit hour.

Trish McBeath reported that the annual Student Satisfaction Survey had been distributed in April. This is a survey we send out to all currently enrolled students every year. I am happy to report that the satisfaction for the college was 92% and 89% said they would return to Eastern.

Trish reported that we are putting together a task force on what we need to do this fall to bring students back. It is a 15-member task force and is a cross section of faculty and staff on what we need to do to create guideline procedures for opening students back up for face-to-face classes this fall. We are going to be looking for input from this group and guidelines on social distancing, housing, food service, etc.

We are also going to be creating another student survey for students that are returning and also perspective students coming in to gauge their comfort level in these areas. Many institutions are conducting this kind of surveys and it shows that students want to go back to face-to-face classes and want to come back to living on campus. Basically, they want things to be normal so to speak.

Regarding Campus Safety, Amy and I met with our Chief of Police, Alton Jones about a refresher course for our officers regarding cultural and diversity training and that will be completed this summer.

Dr. Smith reported that we may be looking for new people to rent space at the McAlester campus. He added that Southeastern has not had a physical presence for years due to their classes being on-line. ECU's enrollment has drastically declined. They were going to totally pull out but are now going to come back to teach a class or two because they receive state money to be there.

As far as projects are concerned we are still working on our summer projects. The White House is getting a face lift, the flooring here will be replaced and the gym floor will be redone due to NJCAA rule changes. What I am most proud of is the Veteran's Memorial. This is a daily reminder of our Veterans. This memorial will be called the Larry Stone Veteran's Memorial. However, we probably will not be able to have a dedication until this fall.

Dr. Smith reported that this will be his last board meeting and thanked everyone for their support. I would have liked to have been able to say goodbye to all the employees but the virus has changed everything. He added that he is looking forward to phase two in his life.

Chairman Mouser informed the group that it is now time for the election of officers. This year we will have to elect a chair and nominate two officers for vice chair and secretary. It has been a practice of this Board to have a succession plan in place where we would have a vice chair and secretary and if they decided that was what they wanted to do they would assume the next position. Vice chair to chair and secretary to vice chair. We would then elect a secretary to begin

that rotation. This year the secretary's term timed out so this year we will need to elect a chair, vice chair and secretary. Regent Jackson has served as vice chair and she has agreed to serve as chair and I would recommend to the Board unless there is an additional nomination from the Board or the floor that she will assume the position of chair by acclamation. If there is any opposition we will hear that by a voice vote. With no opposition, Regent Jackson will assume the position of chair.

Chairman Mouser informed the group that for vice chair and secretary we will open up nominations on the floor and accept nominations until there are no more then I will close those nominations and will vote for each office separately by roll call vote. At this time I will open up nominations for vice chair. Regent Washington nominated Regent Brian Lott. With no other nominations, nominations will cease and Regent Lott will serve as vice chair by acclamation. Motion carried. Chairman Mouser informed the group that he will now receive nominations for the office of secretary and Regent Lott nominated Regent Bland for office of secretary. With no other nominations, nominations will cease and Regent Bland will serve as secretary by acclamation. Motion carried. Chairman Mouser informed the group that the service periods will begin July 1, 2020.

Chairman Mouser reported that it has been a pleasure to serve as Chair and has enjoyed it. We have had challenges and will continue to have challenges and I feel very excited about the three that you have chosen to these leadership positions going forward. We are in good capable hands and thank you for your willingness to serve.

Dr. Smith reported that we have a birthday boy and wished Regent Jeffrey a Happy Birthday and presented him with a gift. Everyone applauded and wished him a Happy Birthday.

Chairman Mouser informed the group that he had visited with Dr. Harrison for a few minutes and added that she was one of the first people I interacted with as an adult and I feel like we have had a special relationship because she and her department got both of my daughters started on the right track and I have always felt a close connection as a result of their time at Eastern. I want to thank you for your years of service and your willingness to come back. Please keep your phone handy.

Chairman Mouser told Dr. Smith that July 1 will be here before you know it and I concur with your comments. There have been some fantastic accomplishments during your tenure and I have been a part of that for four years. You will be missed and want to wish you the best in whatever the future holds. Thank you for your tremendous efforts.

Chairman Mouser informed the Board that information about the president's house on campus was included in their packet. He added that every contract we have had with Dr. Smith and I assume with his predecessors we have required they live on campus and believe we will be making that part of the contract requirement that we will be discussing on Tuesday.

It is a big house with 4500 square feet and multi-level. The point is that campuses that do provide housing and those that do not are not as competitive because it is a tremendous benefit and even more if they provide a furnished home. When you think about the financial strain it would place on a candidate to furnish a 4500 square foot home it is an expensive process. I had the opportunity six months ago to look at the furniture and it looks brand new. It is nicely done and not dated. It is move-in ready.

I would expect the successful candidate would be more than pleased to keep a majority of those things. Dr. Smith has provided an inventory and estimated purchase prices that came up to \$30,000 plus. I would like to hear from the Board on how you feel about us purchasing the furnishings for \$15,000. It would be my expectation when we make an offer it would be a negotiating point for the incoming president to have a furnished as oppose to an unfurnished home. We do not have to vote on this, but unless there is someone opposed to this, I recommend we take Dr. Smith up on his offer and buy the furniture. Several good ideas were shared and discussed but no decision was made.

Chairman Mouser asked Trish McBeath to go over the schedule for Tuesday's special meeting which will consist of interviewing all four candidates. Trish reported that the June 9 Special Meeting will be the last day to interview all four candidates. Trish informed the group that the meeting will begin with an 8:45 a.m. roll call and then ready to go into executive session and will begin with the first candidate at 9 a.m. A staff member will be downstairs to greet the candidates. We are allotting one hour and fifteen minutes for each interview with a fifteen minute break between interviews. We will have lunch and then two more interviews in the afternoon. We should wrap up with our interviews about 3:15 or 3:30 p.m. at which time you will begin your discussion. You will be able to discuss and compare each candidate and whatever Chairman Mouser wants to do to get your feedback. That is the plan for Tuesday. The pace for the day will be quick and it is important that we stay on schedule.

Chairman Mouser added that it sounded like a good plan for Tuesday. I know it is a tremendous time commitment but believe that we can put our heads together and make a good choice that evening while all of the information is fresh in our mind. The process I would like to use and we can certainly tweek it or do something different if the Board is not comfortable with it. What I think would work best is that when we get back from break we, in no particular order ask each Regent to give their number one and number two and main reasons for those selections.

Before we begin our discussion we need to hear from Trish on what the other groups had to say and who their first and second choices are and the reasons. We need to consider that as we make that decision because we did make the commitment to those groups that have a stake in this process to listen and incorporate their thoughts and wisdom in our selection. With this process I believe a leading contender will emerge. From a timing perspective we will conclude the process that Tuesday when we come out of executive session. The reason Matt Stangl will be here is to keep us all honest because quite frankly, how do

you select a president without taking a vote. How do you come out of executive session and say that no votes were taken? We think the motion will be we authorize me to make an offer on behalf of Eastern to hire a president.

We are going to have to reach some kind of consensus to use words like poll or preference as oppose to voting and hope that we will be able to come out with a clear number one and number two. I would make the contact offer on Wednesday. Dr. Smith is cleaning up a contract that he and I will review and have in the packet. It is my thought and a question for the Board. In that these people have been candidates probably for six months with all the delays it is our expectation the successful candidate begin service as the president on July 1.

We would make an offer for July 1 and have a number two in our pocket. I think when we come out of executive session you would authorize me to make an offer to number one. From a timing perspective on Thursday by close of business at 5 p.m. we ask for a response which allows us to post a notice on Friday and have a special meeting as early as Monday. Understanding that everyone is busy, once we leave this room it should be safe to say that we will all vote in the affirmative for our choice but at a minimum we need a quorum. After some discussion it was decided that the Board would meet at 6:00 p.m. on Monday, June 15 for a Special Scheduled Meeting.

Regent Bland asked if it would be possible to have microphones at each table so everyone can hear. Regent Jeffrey asked if there were any guidelines as far as if you ask a question to one candidate must you ask the same question to all candidates and Amy replied YES. She added that there are some questions we are not allowed to ask and Matt Stangl will be there to assist with that. After some discussion regarding the number of questions it was decided that Regent Jackson and Regent Jeffrey will go through the list of questions and cut them down to 15 questions. Regent Washington asked if they could ask a question based on information provided on the candidate's resume and Amy replied YES. It was discovered that not all regents had copies of the candidates' resumes. Amy will email copies of the resumes to all Board members.

Chairman Mouser advised the group to feel free to challenge the candidates with their questions. He asked the Board how they felt about everyone that was part of the process also be part of the discussion whether they are Regents or not.

Chairman Mouser added that he wanted to thank Trish and Dr. Smith during this process because he has worn them out. We get one chance to get it right.

11. Next Meeting.

Chair Mouser reported that the next Special Board Meeting will be on Tuesday, June 9 at 8:45 a.m. in the EE Tourtellotte Student Center Ballroom located on the Wilburton campus.

12. Adjournment.

There being no additional items from the Board or guests, Chairman Mouser asked for a motion to adjourn.

Regent Lott made the motion to adjourn with a second by Regent Jeffrey. Motion carried unanimously. Regent Washington, yes; Regent Bland, yes; Regent Jeffrey, yes; Regent Spradley, yes; Regent Jackson, yes and Regent Lott, yes.

13. Due to the COVID-19 virus the Board of Regents was not served lunch after the meeting.

Meeting adjourned at 12:40 p.m.

CERTIFICATE

I, Cara Bland the duly appointed Secretary of the Board of Regents for Eastern Oklahoma State College, do hereby certify that the above and foregoing are true and correct copies of the minutes of this Board at their Special Scheduled Meeting hereof, truly and lawfully held on the 5th day of June, 2020.



Cara Bland, Secretary



Bobby Mouser, Chair