



MINUTES
BOARD OF REGENTS REGULAR SCHEDULED MEETING
November 20, 2020 10:30 A.M.

The Board of Regents for Eastern Oklahoma State College met for the regular scheduled meeting at 10:30 a.m., November 20, 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. Brian Lott, Vice Chair
Mr. Latt Jeffrey, Member
Mr. Larry Spradley, Member
Mrs. Loise Washington, Member

Members absent:

Mrs. Teresa Jackson, Chair
Mrs. Cara Bland, Secretary
Mr. Bobby Mouser, Member

Others present:

Dr. Janet Wansick, President
Dr. Patricia Ratliff, 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. Anne Brooks, Dean-McAlester Campus
Mrs. Candace Raney, Executive Assistant to the President and to the Board of Regents
Mrs. Kellye Semeski, Faculty Council Chair
Mr. Timothy O'Neal, Advisor, Eastern Student Government Association
Mr. Wade Fisher, Hinkle & Company

- A. Regent Lott called the meeting to order at 10:31 a.m.
- B. Regent Lott declared a quorum present.

C-1. INTRODUCTION OF GUESTS

1. Dr. Wansick introduced Timothy O'Neal. Tim is the current Sponsor for Eastern's Student Government Association.

D-1. BOARD MINUTES

1. Regular Scheduled Meeting on September 18, 2020.

Regent Washington moved and Regent Jeffrey seconded to approve item D,1, minutes as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

F-1-5. POLICY AND OPERATIONAL PROCEDURES

1. Staff Handbook
2. Search and Hiring Policies & Procedures Handbook
3. Faculty Handbook
4. 2020-2021 Student Handbook
5. 2020-2021 Residential Life Handbook

Regent Spradley moved and Regent Washington seconded to approve items F,1-5, as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

H-1. BUDGETARY ACTIONS

1. Payroll & Claims
 - i. September 2020 in the amount of \$3,514,085.06.
 - ii. October 2020 in the amount of \$3,614,088.06.

Regent Washington moved and Regent Jeffrey seconded to approve item H,1, i, ii, as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

I-1-2. OTHER BUSINESS AND FINANCIAL MATTERS

1. External Audit
2. Perkins Audit

Dr. Wansick informed the group that the Budget & Audit Committee had met at 9:00 a.m. as per our operating procedures and no votes were taken. Dr. Wansick reported that this is the annual audit and called on Trisha White.

Trisha introduced Mr. Wade Fisher representing Hinkle & Company. Mr. Fisher presented the report for the year ending June 30, 2020. Mr. Fisher reported that their finding was a clean opinion. He commended the accounting staff for doing a great job with internal controls and, good segregation of duties. (report attached)

Hinkle & Company also performed the close-out audit for the Perkins Loan Program. (report attached)

Regent Spradley moved and Regent Washington seconded to approve items I,1-2, as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

J-1-7. **CONTRACTUAL AGREEMENTS**

1. Stocker Ranch Management Program
2. Republic Services-Renegotiated Annual Contract with Savings of \$42,750.00
3. Oklahoma Department of Mines
4. PrestoSports, LLC
5. Texas Book Company
6. Respiratory Program
 - i. Mercy Health Fort Smith Communities
7. Nursing Program
 - i. McAlester Regional Health Center
 - ii. Pittsburg Schools

Regent Jeffrey moved and Regent Spradley seconded to approve items J, 1-5, 6 i, 7 i, ii, as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

K-1 **TRAVEL**

1. Out of State Travel

Regent Washington moved and Regent Jeffrey seconded to approve items K, 1, as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

L-1. **NEW CONSTRUCTION OR RENOVATION OF FACILITIES**

1. Meat Processing Facility Remodel Bid-Awarded to Harber A/C Refrigeration with a bid of \$349,860.00.
2. Native American-Serving Nontribal Institutions (NASNTI)-Asbestos Removal-Awarded to Tec-An, Inc with a bid of \$139,825.00.

Regent Washington moved and Regent Spradley seconded to approve items L,1-2, as presented.

Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

Q-1-3. GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD

1. Personnel Report – Dr. Wansick reported that there were no unusual personnel issues to report but wanted to note that Jeff Weems will be retiring on December 4, 2020 after 34 years of outstanding service.

2. McAlester Report

Anne Brooks

- Staff have been busy enrolling students for the spring semester.
- McAlester City Council will be having their upcoming meeting on campus. Security will be in attendance to assist with enforcing the campus mask mandate.
- Workforce Center of Excellence does not have much going on but hopes to gain momentum in January.

3. President's Report

Trisha White-Director of Finance Report

- Trisha gave the group a detailed Cash Flow Report.

Dr. Patricia Ratliff-Academic Affairs Report

- Fall Enrollment update –8-week term numbers added have decreased how much our enrollment has dropped as compared with Fall 2019. And while this is still a real concern for us, nationally, fall enrollment for 2-year public colleges is down by almost 10%. (report attached)
- We are offering 30, 8-week courses in the spring, 16 in the spring and 14 in the fall. This adds a lot of flexibility for our students. Our surrounding community colleges have been offering this flexibility for a while, so hopefully this will increase our share of those student s
- Yet to be added to the spring schedule are a few more 8-week and 16-week terms in the music department. We did a national search for a new music program director, and we are pleased to announce that our top choice, Mr. Brian Harris, has accepted our offer. He will move here from Pennsylvania and will start this spring. We will introduce him to you at your first meeting in the new year.
- In the meantime, our adjunct music instructors have recorded the Candlelighting concert, and will be available for online viewing on December 7, through the college's social media sites and on our website.

- Our Dean of Agriculture, Larriann Livingston, was named as one of the NextGen Under 30 award recipient. The NextGen Under 30 program recognizes and encourages the next generation of innovative, creative, and inspiring individuals who push the boundaries in various categories of endeavor. Also, award winners are selected based upon their participation in and contribution to their communities.

Trish McBeath-Student & External Affairs Report

COVID-19 Updates

- We continue to update our COVID-19 statistics every Friday and post them on our website at eosc.edu/COVID
- As of today, we've had 44 students and 13 employees test positive across all four campus locations.
- Based on the total number of students and employees we have, I am happy with that relatively low number overall. I am very pleased that we were able to make it through the fall semester with face-to-face classes.
- We plan to continue our face covering policy, encouraging social distancing and limiting events and activities in the spring semester.
- As we progress through the semester, we will continue to monitor the data and guidance from the CDC to make any necessary changes to our policies and procedures.

Events & Activities

- Mountaineer 5K
 - a. Eastern's annual fall Homecoming festivities were canceled this year due to the pandemic and the NJCAA's decision to move all athletic competition to the spring semester.
 - b. Eastern Alumni Association moved forward with its 5th annual Mountaineer 5K and 1-Mile Fun Run in a virtual format.
 - c. More than 300 participants completed their run individually between Nov. 9 and Nov. 15 and submitted their results.
 - d. The virtual event raised approximately \$8,300 in donations and \$6,340 in participant fees for a total of \$14,646.
 - e. There are t-shirt costs and postage to ship them, but Teresa Brady thinks we will still raise over \$10,000 for the Alumni Scholarship Fund, which is more than last year's event.
- Veterans Day
 - a. Due to COVID-19, Eastern was unable to host its annual Veterans Day Ceremony in person.
 - b. Instead, we did a video tribute and invited students, employees, Alumni and community members to submit photos of friends and family who have served or

are currently serving in the military. We put those photos and information about each Veteran in a video.

- c. The Music Department performed patriotic songs to use as background music.
 - d. The video was shared on our website and social media accounts.
- Stress Less Relief Kits
 - a. Instead of a week-long Stress Less Week with multiple events and activities planned, this year the Health & Wellness Task Force put together Stress Less Relief Kits.
 - b. The kits included snacks, a stress ball shaped like a graduation mortar board, tips for relieving stress and a suicide prevention emergency contact card.
 - c. The kits were distributed to all employees and made available to students on the Wilburton, McAlester, Idabel and Antlers campuses.

Campus Safety

- Security and Fire Safety Report
 - a. We have completed our annual Security and Fire Safety Report which contains statistics for the past three years on certain crimes that are reported or that occurred on our campuses and teaching sites.
 - b. The report also includes campus security policies related to alcohol and drug use, sexual assault, relationship violence, stalking and other crime prevention.
 - c. The report also includes statistics about fires on campus and our fire drill schedule.
 - d. We are federally required to post this report and distribute it to our students and employees by each year.

- Fire & Tornado Drills
 - a. Our emergency management team decided that due to the pandemic, this year we would not conduct our fire and tornado drills as we normally do.
 - b. Typically, the drills involve gathering students and employees in large groups at the designated meeting areas.
 - c. Instead, we created a video that outlines the proper courses of action to take during a fire or tornado emergency on the Wilburton or McAlester campuses.
 - d. For each building on campus, the video includes maps for designated meeting or shelter areas and identifies the employees who serve as building monitors or emergency contacts in each building.
 - e. The video is posted on our website and a link was emailed to all students and employees.

Amy Armstrong-Administrative Services Report

- Gear Up recently had an external audit for the time period of Sept 2018-Sept 2019 which would've fallen under the leadership of Linda Morgan. The audit states that the Eastern Oklahoma State College GEAR UP program is to be commended for the

design and maintenance of a comprehensive method of documentation, the use of professional staff members assigned to specific school districts, their focused emphasis on STEM related education for students, dissemination of information to schools and significant exposure to higher education campuses and cultural sites. All evidence suggests that the excellent work of the EOSC GEAR UP Program will continue for quite sometime. Dara Self, the new project director and her team have done an amazing job continuing the strong program that Linda started. I'm proud that Gear Up continues to be a much needed service to area students.

Dr. Janet Wansick-President Update

- Dr. Wansick shared with board members a list of meetings that she attended during the month.
- Dr. Wansick shared the McAlester Living Fall 2020 publication featuring Regent Washington.
- Dr. Wansick advised that the Regents' Virtual Legislative Forum, currently scheduled for Tuesday, December 8 from 9:00 a.m. – 12:00 p.m., conflicts with the House Republican Caucus Retreat. Due to this scheduling conflict impacting several of our legislative presenters, the decision has been made to reschedule the State Regents' Virtual Legislative Forum for a later date in January 2021.
- Dr. Wansick reported that we have an additional state CARES Act funds in the amount of \$93,441.36, expenditure of these funds has a quick turnaround with reporting due December 1.
- Dr. Wansick mentioned the Oklahoma State Regents Higher Education cohort study performed by the Huron Consulting Group. All institutions were included in the comparable study. OSRHE advised that the Huron Group will be conducting additional studies regarding "cohort groups" among the institutions. At this time, we do not know the other institutions that EOSC will be grouped with for the study. The institutions will be different types and board structures. Cohort groups will consist of five institutions. Huron plans to add the fiscal year 2020 and the first quarter of fiscal year 2021 data to the study. They will look for key performance indicators system efficiencies within the cohort groups.
- Dr. Wansick advised that she is exploring opportunities for the blue building in Antlers. The building was initially purchased through a USDA grant with John Redman's assistance. Plans for the building were to be used as an incubator for some type of business but after failed attempts, we are reaching out for other options.
- Dr. Wansick shared that the Library Project went out for bids on November 5, 2020. Bids will be opened on December 18, 2020 at 2:00pm in the Business Affairs Office.

- Dr. Wansick was proud to announce our Oklahoma Association of Community College(OACC) award winners. Marci O'Donley as our Support Staff of the year, Heather Spiegel our Faculty of the year and Trish McBeath as our Outstanding Professional staff! Dr. Wansick commented that is an honor to work with such incredible people.

R-1. **ADJOURNMENT**

Regent Lott reported that the next Board Meeting will be on Friday, December 11, 2020 at 10:30 a.m. in the EE Tourtellotte Student Center Ballroom located on the Wilburton campus.

Regent Spradley moved and Regent Jeffrey seconded to adjourn the meeting at 11:40 a.m.

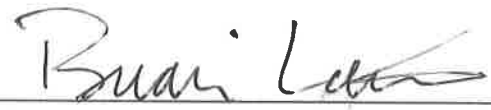
Those voting aye: Regent Jeffrey, Regent Lott, Regent Spradley, Regent Washington. No: None. Abstentions: None. Absent: Regent Bland, Regent Jackson, Regent Mouser. The motion carried.

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 Regular Scheduled Meeting hereof, truly and lawfully held on the 20th day of November, 2020.



Cara Bland, Secretary



Brian Lott, Vice- Chair