



MINUTES
BOARD OF REGENTS REGULAR MEETING
July 22, 2022, 10:30 A.M.

The Board of Regents for Eastern Oklahoma State College met for the special scheduled meeting at 10:30 a.m., July 22, 2022, in the Regent Board Room located on the Second Floor of the Bill H. Hill Library Building of the Wilburton Campus.

Members of the Board present:

- Mr. Brian Lott, Chair
- Mrs. Cara Bland, Vice-Chair
- Mr. Larry Spradley, Secretary
- Mr. Latt Jeffrey, Member
- Mr. Leland Walker, Member
- Mr. Eric Bilderback, Member

Members absent:

- Mrs. Teresa Jackson, Member

Others present:

- Dr. Janet Wansick, President
- Ms. Trisha White, Director of Finance
- Ms. Candace Raney, Executive Assistant to the President & Assistant to the Board

A. Regent Lott called the meeting to order at 10:31 a.m.

B. Regent Lott declared a quorum present.

C INTRODUCTION OF GUESTS

None

D. BOARD MINUTES

1. Regular Scheduled Meeting on June 3, 2022.
2. Special Scheduled Meeting on June 24, 2022.

Regent Bland made the motion, and Regent Spradley seconded to approve items D,1 & D, 2, minutes as presented.

After discussion, Regent Walker requested that the S.W.O.T. (Strengths, Weaknesses, Opportunities, Threats) analysis that was drafted during the board retreat be attached to item D,2, June 24, 2022, meeting minutes.

Regent Bland amended her motion to include the S.W.O.T. analysis attachment to the June 24, 2022, meeting minutes, and Regent Spradley amended the seconded motion to approve items D,1 & D, 2, minutes with recommended changes.

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

E. RESOLUTIONS

None

Chairman Lott changed the order of business listed on the agenda. He wanted to move Item F. Policy and Procedures to later in the meeting to allow more time for discussion.

G. INSTRUCTIONAL PROGRAMS/ACADEMIC ACTIVITIES

None

H. BUDGETARY ACTIONS

1. Payroll & Claims

i. June 2022- in the amount of \$ 3,461,911.12

Trish White gave a detailed report on the monthly expenditures for June, including explanations on all claims over \$5,000.

Regent Spradley inquired about the status of the library renovation and ask if we had sufficient funds for the completion. Trisha advised that the funds have been secured with CARES funding and Section 13 funds. Dr. Wansick advised we are hoping for a late August/early September opening date.

Regent Spradley inquired about the Explore Colleges claim under the Grants Fund for \$122,280.58. Trisha explained that it was for the Gear Up "Tour of Oklahoma" tours.

Regent Walker mentioned the purchase from Itsavvy, LLC that is listed on the list of claims in the E&G fund that was for computers. He advised that we see a lot of claims from Itsavy and asked if EOSC had a plan in place to replace computers/laptops, etc. every year across campus to keep equipment updated. Trisha advised that we do have a schedule in place to replace computers which are facilitated by George Larson.

Regent Walker pointed out the claim to PSO Service for \$44,204 and can't fathom what the expense for electricity will be for July with the extreme heat. He asked if all measures were being taken to help with the cost of savings since the campus is closed on Fridays and weekends. Dr. Wansick advised that some of the building thermostats on campus are

equipped with an “unoccupied space” feature where the thermostats will automatically detect a presence in the office. To further increase energy savings, the staff is encouraged to set their dials to “-5” during the heating season (winter) and to “+5” during the cooling season (summer) whenever they are leaving their office in buildings that are not equipped with one of the newly updated thermostats. We have been able to replace most of the units on campus using CARES Act funding but still have a few to update. Regent Walker asked how many facilities are not equipped with the new thermostats and if they are not, are the thermostats being manually adjusted. Dr. Wansick wasn’t sure but would confirm with Randy Livingston and follow up with the board.

Regent Spradley and Regent Bland seconded to approve items H,1, i as presented.

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

J. OTHER BUSINESS AND FINANCIAL MATTERS

1. EOSC Property Update

Dr. Wansick and Trisha White gave an overview of the property. Our understanding is if we sell a Piece of EOSC property, the funds will be deposited to the Oklahoma State Maintenance Fund. Trisha is working with Whitney Herzog from the Attorney General’s Office to clarify if the college would have the authority to request the funds be returned. All real property sales go thru the Office of Management and Enterprise Services (OMES). (see attachment- State Statue-61 OS 327 Procedures for State Agency Transactions to Lease, Acquire, Dispose of, or Transfer Real Property, Title 61. Public Buildings and Public Works statue that went in effect on 11/01/2022)

We expect a written opinion from the Attorney General's office within the next few weeks. Regent Walker asked if Dr. Wansick could push on the timeline to speed up the opinion. Regent Jeffrey suggested to other regents to start calling area Legislators to assist as well.

Regent Jeffrey made the motion, and Regent Bilderback seconded to table item J, 1, regarding EOSC property until further information and clarifications are received.

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

K. CONTRACTUAL AGREEMENTS

None

L. NEW CONSTRUCTION OR RENOVATION OF FACILITIES

None

M. PURCHASE REQUEST

None

N. STUDENT SERVICES/ACTIVITIES

None

O. GENERAL INFORMATION/REPORTS REQUIRING NO ACTION BY THE BOARD

President's Report

Dr. Wansick shared with board members a list of meetings that she attended during the month.

Dr. Wansick reported that there were no unusual personnel issues but hates to report that Matt Parker has resigned as Athletic Director & Head Baseball Coach and Matt's wife, Lindsey, has resigned as one of our Nursing Instructors. They will be going to Texas A&M University-Corpus Christi.

Coach Al Davis has been named as the Athletic Director and will be facilitating the search/interview committee for the baseball coach position.

Regent Walker inquired about the additional recruiting position that was discussed at the recent Strategic planning session. Regent Walker asked how many applicants were in-house and the age range. Dr. Wansick advised that we received five applicants, which include two in-house. Interviews are scheduled on July 26th & 27th and can't disclose the age of the applicants which is strictly prohibited from discriminating against job candidates or employees based on age. Regent Walker and Regent Jeffrey asked for a copy of the recruiting job description, Trisha White advised that it was posted on the website.

Dr. Wansick reported that the applicant pool for several positions across campus has been down. We currently have a math faculty position that's been open for a while that we haven't been able to fill. Regent Walker inquired about how many positions we currently have in Maintenance. Dr. Wansick responded that there are six total positions, the plant director, assistant director which is currently vacant, a journeyman, two groundskeepers, a mechanic, plus the administrative assistant. Right now, we have the physical plant director and three full-time staff. They have had all hands on deck and helped with whatever was needed while being short-staffed.

Dr. Wansick advised that we have been working with Connors State College to share human resources services. We are currently working on the language for the MOU. The position will be an employee of Connors and we will pay them for the services. The position will split their time here and Connors. She will be on our campus on Mondays & Wednesdays and every other Friday. The MOU will be presented for approval at the August board meeting.

Regent Walker inquired how many employees are employed on the first floor of the Library Building. Trisha White estimated that there are approximately twenty-five employees. Regent

Walker advised that it is critical that facilities must appear how they are and appearances are the first thing that a person and institution is judged. He is concerned that there are only five employees in the physical plant. Dr. Wansick advised that she and Randy Livingston/Physical Plant Director meet biweekly to discuss issues and ways to increase his staff and recruit people to apply.

Dr. Wansick advised that we are accepting bids for the construction of a 20x30 Laundry Facility to be built between the physical plant and the meats lab. Bids have to be received by August 11, 2022. The current laundry facilities are located in the basement of the dorms which causes problems due to ventilation. The current company that provides the equipment will move to the new facility at no added cost and additionally will provide a drop-off laundry service to the student at a minimal cost. The bids will be shared with the board for consideration once received.

Dr. Wansick reported that we had an accident at the meats lab where a student volunteer was processing and the knife he was using slipped and cut his wrist. 911 was called and was transported to Fort Smith via ambulance. The student graduated in December with a meat science certificate and was getting some additional experience in the lab. Logan Rea, Meat & Science Instructor, and Charles Sorrell, Meats Lab Manager, were all on-site when the accident occurred. Regent Bilderback inquired if the protocol was followed and if 911 was called first. Dr. Wansick answered "yes" to both questions. Regent Bilderback inquired how our "local Barney Fife" aka EOSC Campus Police responded to the incident. Dr. Wansick responded that she wasn't physically on campus during the accident and didn't go to the meats lab. Regent Bilderback asked for Dr. Wansick to look into the situation because it was his understanding that the campus police were running around "chewing butts", and if that is true, then this is a prime example of killing morale on campus. Dr. Wansick responded that she would review the accident report.

Dr. Wansick added that Navigate is up and online. We have students doing all of the processes on their phones. We were able to pull a lot of different reports and do some different things within the application. We recently did an enrollment email campaign out to students using the Navigate application. We looked at students that had been enrolled in the spring that hadn't re-enrolled in the summer and then we looked at ones that had been enrolled in summer or spring and hadn't re-enrolled in the fall. We did a couple of different campaigns out to those students. On July 7th, they sent an email campaign out to 76 students and, we got 13 of those enrolled right after that. And then on July 15th, they sent a message out to 470 students and we got 26 enrolled from that. So we're seeing some really good results. Regent Walker inquired about who was sending the emails. Dr. Wansick replied that it was Trish McBeath but in the future, the emails will be sent by the recruiters, advisors, and faculty.

Dr. Wansick reported that our enrollment numbers are still down. Antlers is down, which is mostly due to concurrent enrollment. We are trying to investigate some of the why of the concurrent students, and one of the things that we're seeing is schools are jumping from community college to community college. We pay for 18 credit hours and then they go to the next college and get 18 credit hours from them and so forth. Students that are taking online classes, can take them from

anywhere. Our current gap in headcount is down 5% compared to last year. Trisha White reported that as of July 21, 2022, our overall headcount was 995 compared to 1,070 this time last year and our overall hours are currently 10,912 compared to 11,295 from last year. We will be pulling the enrollment numbers again next week.

Regent Jeffrey asked if there was any way that we can adjust the rules on concurrent enrollment where it is more advantageous to the college. Dr. Wansick said that one of the things that we are seeing from some institutions, either the high school side or the college side is foundations are paying the student fees. We have also heard that some of the colleges through their foundational dollars are helping to pay fees for students by increasing their tuition and decreasing their fees. Regent Bilderback added that Redlands plays that game. They put everything in tuition and hardly anything in fees, that's their little trick. Regent Walker asked Dr. Wansick to look at the numbers of concurrent students that come to Eastern, as regular students and try to break it down to concurrent that were strictly online as compared to some of those who either had face-to-face or came to campus to take a course and had some type of personal interaction with Eastern staff.

Regent Walker asked what our footprint was in Western-Southwestern Arkansas and noted that Southwest Arkansas is somewhat void of educational opportunities and doesn't offer anything like the programs we have here. Dr. Wansick replied that we have a little but probably not as much as we need. That's one of the areas that we talked about expanding with this additional recruiter, is trying to go into Arkansas and maybe even into north Texas a little bit more and do some things down there.

Regent Walker inquired about the number of participants at the recent softball festivals. Dr. Wansick advised that she would get the information and share it at the next meeting.

Dr. Wansick mentioned that the Regents' Education Program (REP) Annual Conference will be held on Monday, November 14, 2022, at the Presbyterian Health Foundation (PHF) Conference Center located on the 1st floor of 655 Research Parkway in Oklahoma City. Registration will begin at 7:30 a.m., and the program will begin at 8:00 a.m. The 2022 REP will address significant issues facing our state system of higher education and we would encourage everyone to attend as many of these sessions as possible. The REP Annual Conference offers a total of 6 hours of credit. Other sessions will be offered via Zoom at a later date. All Regents are to complete 15 hours of continuing education requirements within the first two years of their appointment. Candace tracks the CEU credits so get with her if you need to know how many you have.

Trisha White-Director of Finance Report

- Trisha gave an update on the elevator situation. We are waiting on parts to repair both elevators in the library building. Seven companies were contacted for quotes for maintenance contracts but only received two. American Elevator from Oklahoma City's quote was lower than our current contractor, D & D Elevator, so it may take a little longer to arrive on campus if a problem arises. D & D is working on

submitting an updated contract in the next few days to see what their new rates will be.

- Trisha gave the group a detailed Cash Flow Report along with spreadsheet listing sources and uses of funds/budget analysis for the month ending June 2022. (See attached)
- Regent Walker pointed out that our cash balance is down. Trisha explained that it is due to an increase in our expenses for Great Western Dining. Their contract has increased almost every year for the last five years. We have worked hard to not increase our student meal plan. Currently, the "18 meal plan" is \$1,995 per semester. Great Western's contract increased by 3.9% in 2022, and 5% in 2023. However, there is a decrease in their annual contract. The annual contract is based on the number of students in the dorms and the number of meals we have. Might be time to put the cafeteria out for bid again. Trisha noted that there is also a decrease in our revenue earned through our bookstore.
- Regent Walker expressed gratitude to the administration for their diligent work. They have managed to increase the 290/E&G Fund account by \$759,000 and decrease the 700/Auxillary account by \$113,000 for a total increase as of June 30, 2022, of \$646,000.

Chairman Lott advised that we needed to circle back and address Item F.

F. POLICY AND OPERATIONAL PROCEDURES

Dr. Wansick advised that the Rules and Regulations of the Board of Regents of Eastern Oklahoma State College were last amended on August 20, 2021. Dr. Wansick doesn't have any suggested changes but was told that there are a few members that wanted to review and make some changes.

Regent Jeffrey asked for consideration to change the following:

Article IV-Meetings

Section 2. Special Meetings. Either the chair or any ~~four~~ three members of the Board may call a special meeting of the Board in compliance with the Open Meetings Act.

Section 3. Either the chair or any ~~four~~ three members of the Board may call an emergency meeting of the Board in compliance with the Open Meetings Act.

Regent Walker made the motion, and Regent Spradley seconded to make the above changes to the Rules and regulations as amended above.

Those voting aye: Regent Bilderback, Regent Bland, Regent Jeffrey, Regent Lott, Regent Spradley, Regent Walker No: None. Abstentions: None. Absent: Regent Jackson

The motion carried.

Regent Walker asked for clarification on the following:

- Page 1, section 2-Board's Specifics Powers and Duties, Part B-When policies are made, should the board be informed prior to the institutional policies going into effect? He gave the example of when Dr. Wansick allowed staff to work from home temporarily Fridays in May due to fuel prices and was not submitted to the board for approval. Should the board have been informed before her executive decision? Regent Walker's ultimate concern is the aspect of working from home. He knows lots of state and federal employees that have an extended vacation due to covid, instead of vacation many have referred to it as "paycation." Regent Walker advised that he came to campus on Fridays on two separate occasions and the doors were locked, what if it was a parent with a student wanting to enroll? He was looking at this from an enrollment aspect and thinks this may have been a missed opportunity. Dr. Wansick responded that she initiated the remote/work from home on Fridays for three consecutive Fridays in May. Summer hours (Fridays off) took effect on June 4 and were instituted several years ago when the administration couldn't give raises. Fall hours (five days/week) will take effect on August 5th. Regent Walker inquired why the physical plant was off on Fridays when jobs weren't completed when school starts (painting, room repairs, etc.) and stated that Fridays off during the summer were given as a reward and shouldn't be given as a reward because your job isn't completed. This is the reason that Regent Walker feels like decisions for new policy changes need to go to the board for consideration instead of being informed.

Dr. Wansick advised that she feels like the board has control over the policies that they set and the policies that enter the institution into some kind of agreement and the day-to-day operations fall back on the president. The board governs the entire structure of the institution, but the president was hired to govern the day-to-day operations on campus.

Page 1, section 2-Board's Specifics Powers and Duties, Part B #2

- Employ and fix the compensation of all other employees of the college. Dr. Wansick advised that the reappointments for 2022-2023 will be on the August agenda.

Regent Spradley advised that it would be impossible to be involved with every aspect that goes on and thinks that the President should be empowered to run the facility the best that she can and when something comes up, the board should feel comfortable enough to ask a question about it and bringing it to the board.

Regent Bilderback suggested the board enter into an executive session but due to it not being on the agenda it would be prohibited under the Open Meetings Act.

Regent Bilderback said that the board is doing their fiduciary duty to hire and fire one person and that is the board's duty. He has been in uncomfortable situations and had to make an unpopular vote but at the end of the day, he was doing the job he was sworn to do. Some

issues are going on that he is worried that they are not being taken care of. One of the Deans said what needs to be said because they did what the board asked them to do and he fears that there is retaliation going on all around campus because of that and he would like that to be taken care of. He was under the impression that Dr. Wansick was going to sit down with Larriann/Ag Division Dean and have a meeting with her. Dr. Wansick responded that she has meetings scheduled with every dean for the second week in August. Meetings were not scheduled earlier due to vacations and Dr. Wansick being out with family medical issues. Regent Bilderback mentioned that he was concerned about some budgetary actions that have taken place with Ag. It appears to him things are unfair and that we need to be fair and equitable across the board. We don't need baseball or athletics, for example, doesn't need to be getting more travel budget than what Ag does for their contests. Dr. Wansick responded that there have been instances in the past where teams were renting vans. After evaluating the flat rate that teams were being charged and evaluating the process going forward, the mileage rates have been decreased, so it is not going to cost as much this year as it was costing prior. Regent Bilderback says it doesn't appear that travel will be less this year and asked Dr. Wansick & Trisha White to review.

Regent Bilderback said the campus life has got to be fixed and that 100% of the board agrees after the last meeting and that he will not vote to renew a contract. Dr. Wansick asked to please make sure that she is aware of any issues and encouraged all of the board members to call or text anytime to discuss any issues. Regent Bilderback replied that the regents ask a lot of questions of her and they get a lot of "I don't know" responses and he would like to not have as many. He would like for Dr. Wansick to know what's going on and whatever processes she uses to communicate with her team.

Regent Jeffrey complimented and expressed thanks to Dr. Wansick on the response from the last meeting to where she sent out an email addressing issues that were brought up and made corrections/updates to the budget and institutional scholarship dollars.

Regent Jeffrey inquired about the cost of the Antlers campus and it is warranted. Dr. Wansick responded that the building belongs to Kiamichi Technology Center and we are just housed there. We pay for one adjunct instructor that assists with students and enrollment. We are also working to get an appraisal for the blue building in Antlers. Once the issues with OMES are resolved, we can move forward and put it up for bid.

Regent Jeffrey said that he didn't have a lot of details but that he was told that the institution was getting \$90,000 from the Foundation Tourtellotte account for campus improvements. Dr. Wansick confirmed this and said that the plans are to put the funds toward on-campus improvements.

In regards to the Foundation, Regent Spradley added that one of the missing ingredients as a regent is knowledge of the foundation. He was under the impression that the Foundation was

to be a tool to benefit the college but he doesn't have a clue where the money goes. Dr. Wansick advised that the board does not have oversight of the Foundation, the foundation is a separate 501C3 but was established to benefit the college. In the future, the foundation will be asked to share reports periodically so the board knows what is going on. Normally, a foundation board member attends the regular regent meetings but didn't attend because this was a special meeting and not on the calendar. The site visit to Carl Albert is scheduled for Thursday, August 4.

Regent Walker inquired about Section 2, Item 10 which talks about the inventory of all college property, and wanted to know the status. Trisha White advised that they are still going to every building and office looking at all computers, office furniture, and equipment. The McAlester campus has been completed. Dr. Wansick added that this will be a very comprehensive list. Regent Walker pointed out that according to the bylaws, the board would maintain the inventory list, and asked if the board would receive a copy, and Trisha responded "yes" that they would indeed receive a copy upon completion.

Regent Walker inquired about Section 2, Item 5- regarding the McAlester Campus and asked when was the last time the community higher education needs were looked at. Dr. Wansick responded that a survey was completed in conjunction with Kiamichi Technology approximately three years ago. Regent Walker commented that he would have asked the McAlester campus director that question if she was present and wanted to know where the director was. Dr. Wansick responded that she was on vacation. July is normally the month for everyone to take their vacation and that is why there isn't a regularly scheduled board meeting for July.

Regent Walker thanked everyone for their patience with all of his questions and addressed Regent Spradley by saying that it was not his desire for the board to make every decision but he disagrees with Regent Bilderback as his statement earlier that the board's role was to hire and fire presidents. That is part of the board's role but he thinks the role is much greater. He wasn't interested in every decision but thinks sometimes these decisions need to be discussed.

Page 6, Article VII

Chairman Lott advised that article seven was specifically put in relation to maintaining the proper status for the radio station. It's an FCC regulation. Now separate from the radio station, especially since we're in the middle of talking about property sales. He believes that we need a similar statement connected to property sales one way or another, whether we put it in the bylaws or whether we include it on every transaction where we are disposing of school property, we need something in there that says we are not to be part ownership.

Dr. Wansick said that there are general rules that are listed in the state statute that covers this situation. We could find some language, and insert it in there, but in general, what we've

always fallen back on is that the state statute says a board member can't benefit, directly or indirectly from any similar way transaction. We request the lawyer to draft some language for a "Conflict of Interest" item and revisit the Rules and Regulations at a later date.

The recommended changes to the Rules and Regulations of the Board of Regents of EOSC are as amended below:

Article II-Organization of the Board

Section 4. Succession. If for any reason, the office of chair becomes vacant, the vice chair will serve as acting chair until the next Board meeting, at which the Board will elect a new vice chair to complete the unexpired term. If for any reason, the office of vice chair becomes vacant, the secretary will serve as acting vice chair until the next Board meeting, at which time the Board will elect a new vice chair to complete the unexpired term. If for any reason, the office of secretary becomes vacant, the Board, at its next meeting, will elect a new secretary to complete the unexpired term.

Section 5. Term Limits. ~~During any seven-year period, no Board member may be elected for more than two one-year terms as chair.~~ During any seven-year period, no Board member may serve as chair for more than two years, plus the length of any unexpired term which he or she filled.

Article V-Voting

Section 1. Physical Presence. Members must be physically present at a formal meeting to vote. (Subject to Open Meetings Act, attendance via distance modality will be allowed)

Regent Walker made the motion, and Regent Jeffrey seconded to accept the amended changes to the Rules and Regulations as discussed.

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

Chairman's & Member Report

There will be a regularly scheduled meeting held on Friday, August 19, 2022, at 10:30 a.m. The meeting will be held in the Regent Board Room located on the Second Floor of the Bill H. Hill Library Building of the Wilburton Campus.

P. ADJOURNMENT

Regent Bilderback made the motion, and Regent Jeffrey seconded to adjourn at 12:52 p.m.



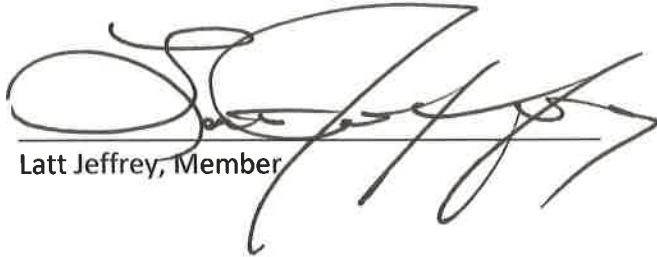
The Board of Regents was served lunch after the meeting followed by a tour of the residence halls. No items were discussed, and no votes were taken.

CERTIFICATE

I, Larry Spradley, 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 a Special Scheduled Meeting hereof, truly, and lawfully held on the 22nd day of July 2022.



Larry Spradley, Secretary



Latt Jeffrey, Member