

# REDLANDS COMMUNITY COLLEGE

Board of Regents Meeting

April 11, 2024

## MINUTES

The Board of Regents of Redlands Community College met in regular session at 4:00 p.m., Thursday, April 11 2024, in the Regents Room, at Redlands Community College, El Reno, Oklahoma. Notice of the meeting date had been properly filed with the Secretary of State, and a copy of the notice and agenda was posted by 4:00 p.m., Wednesday April 10, 2024, in prominent public view at the location of the meeting and on the College website, [www.redlandsc.edu](http://www.redlandsc.edu), in compliance with the Open Meeting Act.

### Redlands Community College Board of Regents present:

Janie Thompson                      Kassandra Newell  
Dr. Juanita Krittenbrink        Lori Burns

### Redlands Community College Board of Regents absent:

Dr. David Von Tungeln         Dr. Rhys Cole

### Redlands Community College personnel present:

Jena Marr, President  
Annie Pearson, Vice President for Academic Affairs  
Jon Fields, Executive Vice President  
Dayna Rowe, Executive Director of External Affairs  
Kim Andrade, Director of Human Resources  
Paul Simon, Professor of Psychology  
Kristin Winterrowd, Curriculum Development/Canvas Specialist  
Cherry Rain, Professor for Political Science | Academic Bowl Coach | Student Organizations Coordinator  
Troy Milligan, Coordinator of Institutional Research & Effectiveness  
Erin Karl, Professor of History  
Elise McCauley, Professor of Speech and English | Faculty Senate President  
Jill Burgess, Director for the Native American Serving Non-Tribal Institutions (NASNTI) ANSC (PART F) Grant  
| Staff Association President  
Holly Avila, Registrar and Director of Student Records  
Kenzi Hull, Executive Assistant to the President

Regent Thompson called the meeting to order at 4:06pm. Roll call established the presence of a quorum with five (5) Regents present: Janie Thompson, Dr. Juanita Krittenbrink, Lori Burns, Kass Newell, and Dale Cox.

### Guests present:

Whitney Herzog-Scimeca, Assistant Attorney General  
James Crawford, Assistant Attorney General

Regent Cox made a motion, seconded by Regent Burns to approve the minutes of the March 7, 2024 Board of Regents Meeting. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Jon Fields presented the Regents with the March financial update.

President Marr updated the Regents on Nursing Day at the Capitol.

President Marr asked Professor Cherry Rain to come to the podium. Professor Rain updated the Regents on she and Professor Shottenkirk taking 11 students to OCCC to the 2024 Student Leadership Retreat. The students

expressed how much they enjoyed the retreat and how much they learned.

President Marr introduced Dr. Kayla Hale, President of The University of Science and Arts in Oklahoma. She express appreciation for the board's support of the partnership between Redlands and USAO. President Marr updated the board the efforts to expand the partnership, which includes a shared counselor position in Career and Workforce Development Readiness, a pathway from an associate degree to a bachelor's degree in Education, a seamless transition for students with a certificate in Film Studies from Redlands to enroll in the bachelor's program in Digital Media & Technology at USAO. Reverse transfers for students that earned college credits at USAO but did not finish to transfer those credits to Redlands toward an associate's degree, and the embedding of USAO faculty at Redlands to offer bachelor's degrees on our campus.

President Marr recognized the faculty and staff nominated by faculty, staff and administration. Outstanding staff for Spring 2024 are Holly Avila, Kenzi Hull and Kristin Winterrowd, and outstanding faculty are Scotti Charmasson, Dr. Kate Coughlan and Paul Simon.

President Marr asked Elise McCauley to present an update to the board on their activities. In March, the faculty listened to a speaker on the use of open education resources. Julie Flegal-Smallwood and Alex Shafer are the recipients of the Innovation in Teaching Award. They selected Aiden Shaw as the recipient of the Ray Porter Scholarship. Erin Karl is the in-coming president of Faculty Senate.

President Marr asked Jill Burgess to present an update from the staff association. They are operating the concession stand at baseball games and plan to run the stand during basketball games next year. They are still determining how they will use the proceeds but are considering scholarships, donations to local charities and employee trips. The staff will also begin reaching out in the community by volunteering with Meals on Wheels and other nonprofits. She gave an update on employee activities, such as the Family Picnic and Beautification Day, and they are looking forward to the President's Pancake Dinner on May 2.

Jon Fields presented the Regents with an update on the Internal and External Audit Request for Proposals. President Marr asked for a vote to approve/disapprove Internal and External Audit Contracts for FY25. Regent Burns made a motion, seconded by Regent Cox to approve Crawford and Associates be awarded as the Internal Auditor. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Dr. Krittenbrink made a motion, seconded by Regent Cox to approve the External Audit be awarded to Finley and Cook. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr asked Troy Milligan to present the item from the Curriculum Committee:

- Associate of Applied Science in Applied Technology – Allied Health Option – Respiratory Therapy emphasis (OSRHE code #875) – Notification of Modification to OSRHE
- Associate of Science in Computer Science – Cybersecurity Option AND Data Analytics Option (OSRHE code #TBD by OSRHE) – New Program Request.

Dr. Krittenbrink made a motion, seconded by Regent Burns to approve the Associate of Applied Science in Applied Technology – Allied Health Option – Respiratory Therapy emphasis (OSRHE code #875) and – Notification of Modification to OSRHE and the Associate of Science in Computer Science – Cybersecurity Option AND Data Analytics Option (OSRHE code #TBD by OSRHE) – New Program Request. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Chair Thompson asked Regents Burns, Cole, and Cox to serve as a nominating committee for the Board of Regents Officers for FY25.

President Marr asked for a vote to approve/disapprove recommended changes to policy 404-Vacation Leave. Regent Burns made a motion, seconded by Regent Newell to approve the recommended changes to policy 404-Vacation Leave. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr asked for a vote to approve/disapprove policy 433-Administrative Leave. Regent Burns made a motion, seconded by Regent Newell to approve policy 433-Administrative Leave. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr updated the Regents on the upcoming commencement activities that will be held at the Canadian County Expo Center, 3001 Jensen Rd E. El Reno, OK. May 10<sup>th</sup> 9am will be the nursing Pinning Ceremony; 11am will be the commencement ceremony.

President Marr updated the Regents on Personnel changes:

New Hire:

- Teri Russell – Professor of Nursing/Clinical and Simulation Coordinator (Started 3-25-2024)

Retirement:           None

Dr. Krittenbrink made a motion, seconded by Regent Cox to approve the President’s Report. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

New Business:           None

At 5:05pm, Regent Burns made a motion, seconded by Regent Newell to adjourn the meeting. Those voting for the motion: Regents Thompson, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Chairperson	Date
Secretary	Date