

# REDLANDS COMMUNITY COLLEGE

Board of Regents Meeting

January 11, 2024

## MINUTES

The Board of Regents of Redlands Community College met in regular session at 4:00 p.m., Thursday, January 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 January 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:

Dr. David Von Tungeln      Janie Thompson  
Dr. Juanita Krittenbrink      Lori Burns  
Dr. Rhys Cole

### Redlands Community College Board of Regents absent:

Kassandra Newell

### 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  
Dr. Julie Flegal-Smallwood, Director of the NASNTI STEM (Part A) Grant  
Eli Zucksworth, Director of Athletics/Institutional and Student Compliance/Coordinator of Title IX  
Kim Andrade, Director of Human Resources  
Troy Milligan, Coordinator of Institutional Research & Effectiveness  
Jill Burgess, Director for the Native American Serving Non-Tribal Institutions (NASNTI) ANSC (PART F) Grant  
| Staff Association President  
Elise McCauley, Professor of Speech and English | Faculty Senate President  
Kenzi Hull, Executive Assistant to the President  
Kendra Horner, Controller

### Guests present:

Whitney Herzog-Scimeca, Assistant Attorney General  
Justin Kersey, Crawford and Associates

Regent Thompson called the meeting to order at 4:13pm. Roll call established the presence of a quorum with five (5) Regents present: Janie Thompson, Dr. David Von Tungeln, Dr. Juanita Krittenbrink, Lori Burns, and Dr. Rhys Cole.

Dr. Von Tungeln made a motion, seconded by Dr. Krittenbrink to approve the minutes of the December 7, 2023 Board of Regents Meeting amended with his name removed, as he did not attend. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

Jon Fields presented the Regents with the December financial update.

President Marr updated the Board on her presenting Lynda McColl with a plaque of appreciation for her years of service as Regent of Redlands Community College.

President Marr updated the Regents on the CHS Foundation Grant Notification that Redlands was awarded a \$17,500 grant to support our drone technology program. CHS Foundation awarded the grant and also provided funds for eight ag scholarships and a mini grant for the Aggie Club.

President Marr asked for a vote to approve/disapprove the Internal Audit. President Marr asked Justin Kersey from Crawford and Associates to present the internal audit. Redlands received a good report with some minor recommendations. The auditors were focusing on five areas: miscellaneous claims, HR and payroll, cash on hand, p-card, and following up on previous findings. There were some small errors in different areas, but the auditors felt that administration was addressing the issues and following the auditors' recommendations, which were to encourage compliance and adherence to internal controls. Dr. Cole made a motion, seconded by Regent Burns to approve the Internal Audit as presented. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

President Marr asked for a vote to approve/disapprove changes to Policy 605 Academic Integrity. Dr. Krittenbrink made a motion, seconded by Dr. Von Tungeln to approve the changes as presented. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

Jill Burgess, president of the Staff Association, shared updates on the events employees have been enjoying and the number of staff who have been attending meetings. Regent Chair Janie Thompson took the opportunity to ask that we form a Policy and Procedure Committee to review policies as needed. This committee would be made up of three faculty members and three staff members who would meet to discuss any needed policy changes and draft recommendations to be presented to Administration and ultimately the board if deemed necessary.

President Marr asked for a vote to approve/disapprove changing the starting time of the March 7, 2024 board meeting from 4:00pm to 5:30pm due to a scheduling conflict. Dr. Krittenbrink made a motion, seconded by Dr. Cole to approve the start time for the March 7, 2024 Board meeting from 4:00pm to 5:30pm. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

New Hire:

- None

Resignation:

- Kayla Zimmerman, Professor of Nursing/Simulation Specialist
- Brittney Bernstein, Professor of Nursing
- Lee Eastman, Custodian

Retirement:

- None

Regent Burns made a motion, seconded by Dr. Von Tungeln to approve the President's Report. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

At 4:55pm Dr. Von Tungeln made a motion, seconded by Regent Burns to convene into executive session Pursuant to 25 O.S., § 307(B) (1) for the purpose of communications between the Regents concerning the performance evaluation and Chairman's recommendation regarding the re-employment of the President of Redlands Community College.

At 5:46pm, Regent Burns made a motion, seconded by Dr. Cole to convene back into open session. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

Dr. Von Tungeln made a motion, seconded by Regent Burns to give President Marr a \$6,500 stipend in appreciation of her good performance to date and also, extend her contract 2 years starting upon expiration of her current contract on June 30, 2024. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

**New Business:**

None

At 5:48 pm, Dr. Krittenbrink made a motion, seconded by Dr. Cole to adjourn the meeting. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burn, and Cole. Those voting against the motion: None

Chairperson

Date

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Secretary

Date

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