

# REDLANDS COMMUNITY COLLEGE

Board of Regents Meeting

September 5, 2024

## MINUTES

The Board of Regents of Redlands Community College met in regular session at 4:00 p.m., Thursday, September 5 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 September 4, 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. Juanita Krittenbrink	Dr. Rhys Cole
Dr. David Von Tungeln	Janie Thompson
Dale Cox	*Lori Burns

### 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  
Kim Andrade, Director of Human Resources  
Joshua Smith, Executive Director of the Physical Plant  
Kacey Daniels, Executive Director of Admissions and Advisement  
Holly Avila, Registrar and Director of Student Records | President of Staff Association  
Erin Karl, Professor of History, Social Sciences | President of Faculty Association  
Troy Milligan, Coordinator of Institutional Research & Effectiveness  
Kenzi Hull, Executive Assistant to the President

Regent Thompson called the meeting to order at 4:01pm. Roll call established the presence of a quorum with four (4) Regents present: Janie Thompson, Dr. David Von Tungeln, Dr. Juanita Krittenbrink, Dr. Rhys Cole, and Dale Cox.

### Guests present:

Sohail Punjwani, Assistant Attorney General

Dr. Von Tungeln made a motion, seconded by Regent Burns to approve the minutes as amended, of the July 11, 2024 Board of Regents Meeting. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Jon Fields presented the Regents with the July and August financial update for FY24 as of August 31, 2024.

President Marr updated the Regents on a “Thank-You” for Kim Andrade from a retiree.

President Marr updated the Regents on the notification that Redlands Community College is a Certified Healthy Campus and Certified Health Business.

Holly Avila updated the Regents on the Fall 2024 Preliminary Enrollment Report. She was pleased to announce head count was up 15.3% and the FTE is up 14%.

Holly Avila, Staff Association President, gave an update on new officers, attendance, community outreach with El Reno Mobile Meals and Project Transformation. Staff association has also starting fundraising by opening the concession stand at home games.

President Marr asked for a vote to approve/disapprove the purchase order request to Ellucian Software contract for FY25 in the amount of \$56,447. Dr. Krittenbrink made a motion, seconded by Regent Cox to approve the purchase order request to Ellucian Software contract for FY 25 in the amount of \$56,477. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr asked for a vote to approve/disapprove moving the December Board of Regents Meeting from December 5 to December 12 at 4:00pm. Dr. Bon Tungeln made a motion, seconded by Dr. Cole to move the Board of Regents Meeting December 5 to December 12 at 4:00pm. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr asked Josh Smith to come to the podium to for discussion and vote to approve/disapprove entering into a contract with Gatz Mechanical to replace HVAC units on campus in the amount of \$65,045. Regent Cox made a motion, seconded by Dr. Cole to approve entering into a contract with Gatz Mechanical to replace HVAC units on campus in the amount of \$65,045. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr asked for a vote to approve/disapprove grant application to the Mary K. Ashbrook Foundation. Dr. Krittenbrink made a motion to approve the grant application to the Mary K. Ashbrook Foundation. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr updated the Board of Regent with a presentation of her first year in review as President of Redlands Community College, including key achievements, challenges, and future goals.

President Marr asked for vote to approve/disapprove giving President Marr authority to engage in conversations and negotiations that could lead to the sale of up to 3 acres of property along Country Club Road. Dr. Cole made a motion, seconded by Dr. Krittenbrink to approve giving President Marr authority to engage in conversations and negotiations that could lead to the sale of up to 3 acres of property along Country Club Road. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Holly Avila presented items from the Curriculum Committee:

- a. Associate of Science in Agriculture, General Agriculture option – Notification of Modification.
- b. Associate of Science in Agriculture, Agribusiness option – Notification of Modification.
- c. Associate of Science in Agriculture, Agriculture Communications – Notification of Modification.
- d. Associate of Science in Agriculture, Agriculture Education – Notification of Modification.
- e. Associate of Science in Agriculture, Animal Science option – Notification of Modification.

President Marr asked for a vote to approve/disapprove items as presented from the Curriculum Committee. Regent Burns made a motion, seconded by Dr. Krittenbrink to approve the Curriculum Committee items as presented. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

President Marr updated the Regents on Personnel changes:

New Hires:

- Erica Daggs, Academic Advisor/Student Engagement Specialist for Title IV Student Support Services Grant, began employment on 8/26/24.
- Tori Davis, Director of Upward Bound Grant, began employment on 8/12/24.
- Haley Seibold, Success Coach, Native American Serving Non-Tribal Institutions (NASNTI) Part A Cooperative Grant, began employment on 8/13/24.

Resignations:

- Jennifer Garcia, Administrative Assistant for the GOALS Grant.
- Debra Lamar, Project Director for the GOALS Grant.
- Erica Daggs, Records Specialist.
- Haley Seibold, Outreach Specialist for the Native American Serving Non-Tribal Institutions (NASNTI) Part A Cooperative Grant.

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

New Business:

- None

At 5:16pm, Regent Cox made a motion, seconded by Dr. Cole to adjourn the meeting. Those voting for the motion: Regents Thompson, Von Tungeln, Krittenbrink, Burns, Newell and Cox. Those voting against the motion: None

Chairperson

Date

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Secretary

Date:

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\* Denotes late arrival 4:02pm