

# **REDLANDS COMMUNITY COLLEGE**

Board of Regents Meeting, Regents Room  
December 4, 2025  
1300 S. Country Club Rd. El Reno, OK 73036

## **MINUTES**

The Board of Regents of Redlands Community College met in regular session at 4:00 p.m., Thursday, December 4 2025, 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 December 3, 2025, in prominent public view at the location of the meeting and on the College website, [www.redlandsccl.edu](http://www.redlandsccl.edu), in compliance with the Open Meeting Act.

### Redlands Community College Board of Regents present:

Dr. Rhys Cole	Lori Burns
Janie Thompson	Dale Cox
Kassandra Newell	Jason Murray

### Redlands Community College Board of Regents absent:

Dr. David Von Tungeln

### Redlands Community College personnel present:

Dr. Jena Marr, President  
Jon Fields, Executive Vice President  
Dayna Rowe, Executive Director of External Affairs  
Kim Andrade, Director of Human Resources  
Dr. Kacey Daniels, Executive Director of Admissions and Advisement  
Dr. Julie Flegal-Smallwood, Director of Institutional Accreditation and Strategic Initiatives  
Troy Milligan, Coordinator of Institutional Research & Effectiveness  
Dr. Kacey Daniels, Executive Director of Student Services  
Tara Thomas, Professor of Nursing/Department Head of Nursing and Allied Health  
Cherry Rain, Professor for Political Science, Academic Team Coach  
Dana Hunka, Assistant Registrar  
Danae Wigglesworth, Instructor for Nursing  
Debbie Newberry, Assistant Director for Student Services  
Erin Karl, Professor of History, Department Head of Criminal Justice and Soc.  
Valerie Black, Executive Assistant  
Jeff Pearce, Chief Information Officer/Chief Information Security Officer  
Josh Smith, Executive Director of the Physical Plant  
Kenzi Hull, Executive Assistant to the President

Regent Newell called the meeting to order at 4:00pm. Roll call established the presence of a quorum with six (6) Regents present: Janie Thompson, Lori Burns, Dr. Rhys Cole, Kassandra Newell, Dale Cox, and Jason Murray

### Guests present:

Kyle Shifflett, Deputy General Counsel, Office of the Oklahoma Attorney General

Regent Cox made a motion, seconded by Regent Thompson to approve the minutes of the October 9, 2025 Board of Regents Meeting. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

Jon Fields presented the Regents with the October and November financial update. **New Metric Introduced:** Days of cash on hand as presented by President Marr (inspired by the Regent Education Program):

- Institution stands at 120 days (4 months).

President Marr updated the Regents on a “Thank-You” from Maple Public Schools.

President Marr updated the Regents Dayna Rowe being named Communicator of the Year by the Oklahoma Public Relations Association.

Jon Fields presented the Regents with the proposed FY 27 Academic Service Fees. He explained the changes and also asked Tara Thomas to help elaborate on some of the nursing fee changes. Efforts made to streamline and simplify fees.

- **Major Changes:**

- Old, complex, and redundant fees were eliminated.
- Fees are now more clearly aligned to student status
- **Incorporation of ATI software system:**
  - Digitalized course resources and integrated books.
  - Reduction in student book costs from \$5,232 to \$4,560 (savings of \$672 per student).
  - Simplification reduces administrative complexity, improves student tracking, and removes need for upfront program fees; students now “pay as they go” per semester.
- Board confirmed the changes will result in a more transparent fee structure with annual review to ensure modest or no increases next year unless unforeseen software cost increases occur.

Jeff Pearce presented the Board his CISO Update.

- No cyber incidents or breaches since last report.
- Ongoing phishing attempts detected and managed.
- Internal penetration testing over Thanksgiving: Upgraded from a “C” grade six months ago to “A” in most recent tests.
- Almost all Windows 10 systems replaced (approximately 7–10 special-purpose systems remain).
- Completed hardware upgrades for all local virtual servers, resulting in reduced security risks.
- No adverse issues to report.

President Marr presented the proposed Board of Regents meeting dates for 2026. Regent Burns made a motion, seconded by Dr. Cole to approve the meeting dates for 2026 as presented. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

President Marr asked for a vote to approve/disapprove the grant application to the Mary K Ashbrook Foundation. They asked for \$35,400 to enhance the simulation and skills lab for the nursing program. Regent Burns made a motion, seconded by Regent Murray to approved the grant application to the Mary K Ashbrook Foundation in the amount of \$35,400. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

President Marr asked for a vote to approve/disapprove issuing a purchase order to Wiley Hicks Jr. Inc. in the amount of \$251,952 to replace the fascia on the Bill Cole Nursing Building. Regent Thompson made a motion, seconded by Regent Burns to approve issuing a purchase order to Wiley Hicks Jr. Inc. in the amount of \$251,952 to replace the fascia on the Bill Cole Nursing Building. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

President Marr asked each of our Employees of the Fall 2025 Semester to attend the Board Meeting. She then expressed her gratitude for each person and asked them to stand and let the Regents know how long they have worked at Redlands Community College.

Employees of the Fall 2025 Semester:

Erin Karl

Debbie Newberry

Danae Wigglesworth  
Dana Hunka  
Cherry Rain  
Valerie Black

President Marr updated the Regents on a portion of the Three Acre property along Country Club Road.

- First two acres sold and closed.
- Third acre: Hired new realtor Casey Trejo (local, commercial experience, proactive marketing).
- Prospective leads:
  - Other leads in process; realtor actively pursuing.

Tara Thomas updated the Board on the Nursing Program Completion Rates.

- **Reporting Issues:** Board of Nursing uses a 2-year reporting delay.
  - Some years show “NA” due to no admitted or graduated cohort (e.g., 2023).
- **Historic Performance:**
  - 2021: 58.7% completion, 70% licensure pass rate.
  - 2022: 34.2% completion, 39% pass rate.
  - 2023: NA (no graduates).
  - One recent small cohort showed 62.5% completion (possibly underestimates due to reporting method); 100% pass for this small group.
- **Recent Improvements:**
  - Most recent (Class of 2025): 17 admitted, 13 completed (77% completion). 85% NCLEX pass rate.
  - Two students provided extra support post-graduation to improve their pass results; at least one success noted after extended preparation.
  - Current enrollment: 11 sophomores, 16 freshmen; only one first-year withdrawal (will be supported to return).
- **Key Improvements:**
  - Curriculum and staffing inconsistencies resolved.
  - Improved morale and student-instructor relationships.
  - Increased consistency and rigor with ATI software integration.
- **Reporting:** Annual completion rates will continue to lag due to board reporting procedures, but noted numbers show trendlines improving toward or above the national average.

President Marr updated the Regents on Personnel changes:

- Caitlin Shogren – Coordinator of Digital Media and Marketing – Start Date 11-10-2025
- Julia Woolworth – Student Services Specialist I for NASNTI Part F Grant – Start Date 01-01-2026
- Daniel Biggs – Professor of Mathematics – Start Date 01-08-2026

**Resignations:** None

**Terminations:**

- Haley Seibold – Success Coach for the Native American Serving Non-Tribal Institutions (NASNTI) Part A Cooperative Grant – Last day of employment is 12-31-2025
- Julia Woolworth – Outreach Specialist for the Native American Serving Non-Tribal Institutions (NASNTI) Part A Cooperative Grant – Last day of employment is 12-31-2025

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

At 4:31 p.m. Regent Thompson made a motion, seconded by Regent Burns, pursuant to 25 O.S.2011, § 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. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

At 4:52 p.m. Regent Thompson made a motion, seconded by Regent Burns, to reconvene into open session. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None motion: None

Regent Thompson made a motion, seconded by Regent Burns, to accept the reemployment of President Marr for the 2026 fiscal year and offered her a 3-year contract contingent upon budget allocations, along with a \$1,200 base salary increase as was given to the rest of employees effective July 1 2025. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

**New Business:**

- President Marr shared that Redlands Community College is hosting El Reno Coffee February 3 in Cougar Corner all Regents are welcome to attend.
- President Marr updated the board on the death of a student athlete at Connors State College. Redlands Community College is sending a sympathy card to the college, and our all of our coaches will be getting a refresher on concussion protocol.

At 4:58 pm, Regent Cox made a motion, seconded by Dr. Cole to adjourn the meeting. Those voting for the motion: Regents Thompson, Burns, Cole, Newell, Cox, and Murray. Those voting against the motion: None

Chairperson

Date

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Secretary

Date:

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