

Tulsa Higher Education Consortium Board Meeting September 3, 2021

- 1.1 Greeting
Pam Fly welcomed board members to the meeting. Susan Johnson had been called away due to an emergency. Pam presented an overview of THE Consortium from 2017 to present day.
- 1.2 Board Member Introductions
Board member introduced themselves, the institution they represented, and the position they held with that institution. Board members present included Richard Beck, Carlisha Bradley, Dytisha Davis, Michael DuPont, Pamela Fly, Jerrid Freeman, Tom McKeon, Amber Miller, Mary Millikin, Jack Neely, Robin Ploeger, Holly Raley, Rue Ramsey, Angela Sivadon, James Sluss, Kathy Taylor, Emily Tichenor, Susan Tolbart
- 1.3 Approval of Previous Meeting Minutes
Motion: Mary Millikin
Second: Angela Sivadon
Outcome: Approved as submitted.
- 2.1 Executive Director Update
Laura Latta began by welcoming everyone. She then referenced the Board Book as a valuable resource for all members and thanked Michael DuPont and members of the Governance Committee for its production. Upcoming meeting dates were covered and locations for the meetings are needed. Laura then complimented the group on its tenacity in THE Consortium development. She continued with a look at the four domains of communication, strategy and operations, key partnerships, and development, including a 60-day update on associated progress.

Laura then summarized initial conversations and listening sessions that she had held, including important themes for further consideration. She then moved to strategic directions and associated launch phases, which were based on feedback from conversations and listening sessions. Laura provided a brief update on hiring progress for the Director of Strategy and Operations. 3-5 panel members are needed for final round interviews. She then concluded with a brief budget update.
- 2.2 TCC Update
Emily Tichenor provided an update on items included in TCC's transfer action plan. The Transfer Center has been created and is staffed by three full-time employees who assist students with their transfer needs. The University Showcase Series, both fall and spring, provides an opportunity for THE Consortium transfer partners to be featured and communicate directly with students. Transfer Thursdays are professional development opportunities for faculty and staff to enhance transfer understanding and advocacy. Student intent to transfer is now more closely monitored through applications for admission and for graduation. Of note, 66 percent of fall applicants to TCC intend to transfer.

2.3 Charter Overview

Laura Latta presented a summary on charter development for all THE Consortium committees and for herself as Executive Director. Authority, duties and responsibilities, and areas of expertise were covered.

3.1 Finance Committee

Holly Raley reported that the finance committee has finalized its charter and has reviewed and approved the budget for Board consideration. Laura Latta then provided a summary on budgets for July-December 2021 and for January-December 2022. A Board vote then followed on both.

Motion: From committee

Second: Not applicable.

Outcome: Approved as submitted.

3.2 Governance Committee

Michael DuPont shared that the governance committee had completed development of its charter, revised and approved the executive director charter, created an attendance tracker for board meetings, and determined contents of the Board Book. Michael concluded with an explanation of development of a review process for the executive director. A Board vote then followed on the executive director performance review document.

Motion: From committee

Second: Not applicable.

Outcome: Approved as submitted.

3.3 Strategy Oversight Committee

Emily Tichenor reported that the strategy oversight committee had reviewed strategic priorities and had completed development of its charter. The committee looks forward to its many tasks ahead.

3.4 Outcomes Measurement Committee

Mary Millikin shared that the outcomes measurement committee has completed development of its charter and is in the process of reviewing key performance indicators (KPIs) for 2021-2022, as well as implications on a data platform given the recent merger of EMSI and Burning Glass.

3.5 Marketing and Communications Committee

Carlisha Bradley reported that the marketing and communications committee has reviewed and finalized its charter and has reviewed and recommend for Board consideration the revised THE Consortium logo. An electronic vote of the Board is to be held.

4.1 Conclusion

Pam Fly thanked everyone for their attendance and participation. Laura Latta is to be complimented on her drive and determination in bringing THE Consortium to where it is today.