

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

October 25, 2007

Present: Chair Linda Brown, Regents Keith James, Richard Detten, Lynn Smith, and Jesse Mendez

Absent:

Staff present: Dr. Joe Kinzer, President, Dr. Roger Stacy, Anita Simpson, Marion Tucker, Sheri Snyder, Dr. Ed Vineyard, Mick Weiberg, Larry Dye, Dr. Rick Edgington, Debbie Quirey, Judy Colwell, Jill Dark, Bill Johnson

Chair Linda Brown called the meeting to order at 3:03 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted.

1. **Vote to approve minutes.** The minutes of the September 27, 2007, meeting were approved on the motion of Regent Detten and seconded by Regent Smith. Voting aye were Regents Brown, Detten, James, Mendez, and Smith.
2. **Miscellaneous Reports.**
 - A. **Regents report.** Regent James stated that he and Regent Smith attended the Regents Education Program Annual Conference. Regent Brown presented Sheri Snyder, NOC Foundation Executive Director, with a gift of \$5,000 towards scholarships from Evans and Associates.
 - B. **President's report.** President Kinzer stated that he met at the State Capitol with Senator Corn who is introducing legislation for free tuition to any high school graduate that wishes to attend a community college.
 - C. **Executive staff reports.**
 1. Dr. Roger Stacy, Vice President for Academic Affairs, reported on academic events on campus. He mentioned the K20 Curriculum Articulation Program and STEM Project. The Process Technology Program is expanding.
 2. Mick Weiberg, Vice President for Student Services, reported on events and activities on campus including Red Ribbon Week, Fall Fun Night, Men's and Women's Soccer teams heading to regionals, and Halloween Trick or Treat in the gym for the youth of Tonkawa and surrounding communities.
 3. Marion Tucker, Vice President for Information Technology, reported on the installation projects going on in the Allied Health and Communication Center; video streaming will be done at the Tonkawa basketball games which will allow the games to be viewed on the internet; presentation classrooms on the Tonkawa campus are complete and installation will begin soon on the Enid campus.
 4. Dr. Ed Vineyard, Vice President for the Enid Campus, reported on events and activities on the Enid campus including the OBI blood drive; go-cart night; and the Dual Enrollment Agreement with NWOSU. Dr. Vineyard presented the Regents with copies of a book written by his father, Dr. Edwin E. Vineyard, titled *The Pragmatic President*. The book is about being a college president and the search for a new President
 5. Ms. Anita Simpson, Vice President for Financial Affairs, reported on financial affairs including auditors, construction and the updating of the employee handbook.
 6. Ms. Sheri Snyder, Vice President for Development and Community Relations, distributed a formal invitation to the Regents for the inaugural dinner and concert in honor of the Carl and Carolyn Renfro Lectureship Program on November 30, 2007. Ms. Snyder reported that the Foundation's *Greater Gifts Drive* kicks off in November; and the *Crimson Rambler* is being finalized.

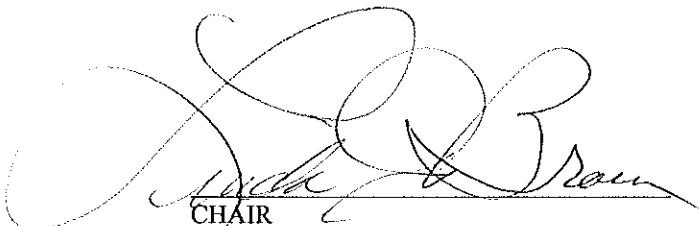
7. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, reported on faculty evaluations; and building renovations. Ms. Quirey stated that the Stillwater campus is working to get a Phi Theta Kappa Chapter in Stillwater.
 8. Mr. Larry Dye, Associate Vice President of Physical Operations, reported that construction on the Allied Health and Communications Building and the Vineyard Library Administration Building is on track. He also commented on the sheep facility, fencing, and the parking lot for the Earl Butts residence hall
 9. Dr. Rick Edgington, Associate Vice President for Enrollment Management/Registrar, reported on the Miss NOC Scholarship Pageant; and Cooperative Alliance Enrollment. Dr. Edgington also stated that mid terms went out and that spring enrollment will start October 29th.
 10. Judy Colwell, Dean of Instruction, handed out copies of the Self Study to the Regents and stated that the Higher Learning Commission visit to NOC is February 11th-13th, 2008. There will be an ACBSP visit February 25th-27th, 2008.
- D. **Other.** No discussion. No action taken.
3. **Executive Session.**
- A. On the motion of Regent Smith as seconded by Regent James, the Regents entered into executive session at 4:10 p.m. for confidential communications regarding pending legal matters pursuant to Title 25, Oklahoma Statutes, Section 307(B)(4) of the Open Meeting Act. Voting aye were Regents Smith, Brown, James, Mendez, and Detten.
 - B. On the motion of Regent James as seconded by Regent Mendez the executive session ended at 4:55 p.m. Voting aye were Regents Brown, Detten, Smith, Mendez, and James.
4. **Academic Affairs.** President Kinzer recommended that the Regents approve a new degree program in Engineering Technology: Process Technology Option, Area of emphasis Automation Technology, Instrumentation. On the motion of Regent Smith as seconded by Regent Detten, the Regents approved the new degree program as presented. Voting aye were Regents Detten, Brown, James, Mendez, and Smith.
5. **Christmas Holiday.** On the motion of Regent James as seconded by Regent Detten, the Regents approved to observe December 24, 2007, through January 1, 2008, for the Christmas Holiday. Voting aye were Regents Smith, James, Brown, Mendez, and Detten.
6. **Personnel.** President Kinzer requested approval of his resignation due to retirement on July 15, 2008. On the motion of Regent Smith as seconded by Regent James, the Regents approved, with great regret and admiration, the resignation of President Joe Kinzer effective July 15, 2008. Voting aye were Regents Smith, Brown, Detten, Mendez, and James
7. **Budget Revision.** President Kinzer recommended the approval of a budget revision for FY 2008 for the purpose of salary increases of 2% across-the-board cost of living increase for permanent employees as of June 30, 2007 who are actively working as of October 25, 2007. In addition, Dr. Kinzer recommended that 2% of the FY 2007 total budgeted salaries be approved for merit salary increases. The increases would be retroactive to the beginning of the 2008 fiscal year and paid with the November payroll disbursements. On the motion of Regent James as seconded by Regent Mendez, the Board approved the request as presented. Voting aye were Regents James, Detten, Smith, Mendez, and Brown.
8. **Section 13 600-650 allocation request.** Anita Simpson presented a Section 13 allocation request in the amount of \$140,000.00 for various projects. On the motion of Regent James as seconded by Regent Smith, the Board approved the request. Voting aye were Regents James, Detten, Smith, Mendez, and Brown.
9. **Monthly financial report.** Anita Simpson presented the expenditure report for the month of September. On the motion of Regent James as seconded by Regent Smith, the Regents approved the financial reports. Voting aye

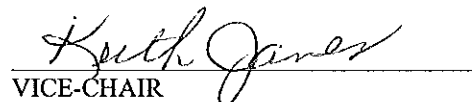
were Regents James, Detten, Brown, Mendez, and Smith.

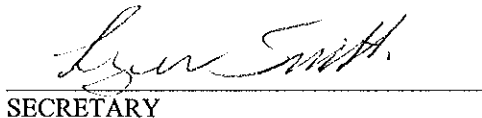
10. **Monthly purchases.** Anita Simpson presented the purchases report for September. Purchases for \$5,000.00 or more were for Compressor – Vineyard Library Administration Building, *Southwest Compressors*, \$5,214.00, Emergency; External Auditing Services, *Tullius, Taylor, Sartain & Sartain*, \$8,000.00, sole source; Disaster Recovery Backup Software, *Agilysys, Inc.*, \$9,840.50, sole source.

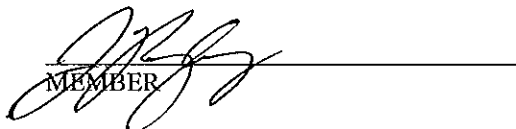
Purchases for \$10,000.00 or more were for Allied Health & Communications Center, *Sooner Construction Co.*, \$153,819.00; Vineyard Library Administration Building, *Sooner Construction Co.*, \$89,352.00; Roof replacement – Earl Butts Dorm, *Brochu Roofing*, \$25,000.00; Exhaust Hood, Walk-in Cooler & Freezer – Allied Health & Communications Center, *Markham Restaurant Supply*, \$52,400.00; Office Furniture – Allied Health & Communications Center, *Southwest business Products*, \$85,063.29, below state contract; Commons Area Furniture – Allied Health & Communications Center, *Kimball Office Furniture*, \$26,078.88, OU Institutional Buying Agreement; 200 Stack Chairs – Tonkawa Campus, *Southwest Business Products*, \$13,665.00, below state contract; 400 Stack Chairs – Allied Health & Communications Center, *Southwest Business Products*, \$29,829.00, below state contract; Networking Equipment – Allied Health & Communications Center, *Agilysys, Inc.*, \$13,845.00, sole source; Cowboy Mall Renovation, *Alexander Construction Company*, \$173,404.00; Sheep Barn, *Strader Building & Remodeling*, \$95,740; Online Periodicals, *Proquest*, \$14,340.00, sole source; Virtual Reference Subscription, *Thomas Gale*, \$10,191.09, sole source; Presentation Equipment – Stillwater, *SKC Communications*, \$52,838.04, sole source; 13 Pieces Used Fitness Equipment – Enid Campus, *Todd Parker*, \$13,428.00, sole source; Tables & Chairs – Allied Health & Communications Center, *Southwest Business Products*, \$11,188.00. On the motion of Regent James as seconded by Regent Detten, the purchases were approved as presented. Voting aye were Regents Detten, James, Brown, Mendez, and Smith.

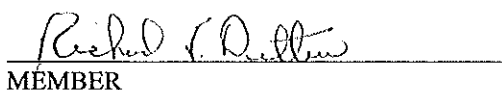
11. **Travel claims.** Anita Simpson, Vice President for Financial Affairs, presented travel claims.
12. **Items for next agenda.** No discussion. No action taken.
13. **New business.** No discussion. No action taken.
14. **Announcement of next meeting.** The next regular scheduled meeting is November 29, 2007, 3:00 p.m., Northern Oklahoma College Tonkawa.
15. **Adjournment.** Chair Brown announced the meeting adjourned at 5:51 p.m.


CHAIR


VICE-CHAIR


SECRETARY


MEMBER


MEMBER