

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, December 10, 2009, Tonkawa Campus

Present: Chair Lynn Smith, Linda Brown, Jesse Mendez, Keith James, and Jeff Smith

Absent: None

Staff present: Dr. Roger Stacy, Judy Colwell, Larry Dye, Dr. Rick Edgington, Bill Johnson, Mike Machia, Ms. Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, and Sherry Reubell

1. **Call to order.** Chair Lynn Smith called the meeting to order at 3:02 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted. All five regents were present.
2. **Introduction of visitors and guests.** Mr. Mike Gibson, Auditor for Cole and Reed, P.C. and Ms. Kathleen Otto, Professor, Science, Mathematics, and Engineering.
3. **Reciting of the Northern Oklahoma College Mission Statement.**

Northern Oklahoma College, a multi-campus learning community, provides high quality, accessible, and affordable educational opportunities and services to allow citizens to develop to the full extent of their abilities, to succeed in a competitive global environment, and to be effective lifelong learners.
4. **Vote to approve minutes.** The minutes of the Monday, November 16, 2009 meeting were approved on the motion of Regent James as seconded by Regent Brown. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
5. **Regents' report.** No reports were given.
6. **Recognition of exemplary program(s).** Ms. Kathleen Otto, Professor of Science, Mathematics, and Engineering, provided a short presentation on Vermier software. Ms. Otto explained the benefits of incorporating Vermier probe ware into the science labs are great in improving the learning curve of students. To begin, using probe ware helps improve the accuracy and precision of student data thus leading to results with less error and more meaning. The probe ware along with the software also allows for "real time" learning. The software graphs the data as the probe collects reading showing students the correlation of data at that moment of collection instead of later in the week when the students decide to interperate their data. Multiple runs of data can be graphed together as the students are running the lab so students can see the instantaneous effects of changing variables on the experiment. Not only does the software correlate and graph the data, the students can also mathematically manipulate the data. For example, if data being collected is linear the students can linear fit the data and the computer will calculate the equation for that line. In addition, the equipment is designed to read up to four different probes increasing the "real world" experiments that can be run in the laboratory. Finally, using probe ware in the classroom uses technologies that not only do the students relate to but also are also common in the industrial setting. Therefore, the probe ware can increase the learning curve of a student by helping correlate data to theory at the time of learning and by allowing experiments that are closer to the "real world" and the work place they are preparing to go into.
7. **Executive staff reports**
 - A. Ms. Judy Colwell, Vice President for Academic Affairs, presented attachment #4. Ms. Colwell announced that the CSI summer program has been awarded another \$9,000 grant for summer 2010.
 - B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #6. In addition to the attached report, Dr. Vineyard announced that the Enid Campus would host a "College, It's Your Turn!" workshop for adults, which will let them know what it is like to attend college. Regent James mentioned how amazed he is with the number of students taking the Bridge Program at NWOSU. The program has 230 students and a potential for \$437,000.00 in scholarships from NWOSU..
 - C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #5. In addition to the attached report, Ms. Quirey invited everyone to Stillwater's Christmas party on Monday, December 14 at 6:30 p.m. at the Community Center in Stillwater. Ms. Quirey mentioned that Dr. Jeremy Cook did a radio interview on tripleplacesports.com. OSU/NOC is definitely making progress with enrollment. Ms. Quirey stated that OSU has changed rules regarding admission and they are allowing

lower tier ACT scores of 21, 22, and 23. Ms. Quirey commented that she was not sure what impact this will have on the Gateway Program.

- D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #2. In addition to the attached report, Ms. Simpson mentioned that the Budget Committee met Wednesday in Stillwater. Ms. Simpson advised that NOC should look at travel expenses, memberships, and conferences. Ms. Simpson suggested that NOC should declare some items from Zollars as surplus property.
- F. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #9. Dr. Edgington advised he is working on data to show where scholarship money goes. Dr. Edgington handed out new enrollment numbers for the spring 2010 semester. Dr. Edgington recommended that NOC look at offering some type of scholarships to authentic Gateway students that come from high school directly into the Gateway Program, as there are no scholarships available at Gateway. He further suggested that tuition wavier be given to concurrent students that come to Tonkawa, Enid, or Stillwater.
- G. Ms. Sheri Snyder, Vice President for Dev/Community Relations, presented attachment #3. Ms. Snyder had no other additions.
- H. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. Mr. Machia had no other additions.
- I. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. Mr. Dye had no other additions.
8. **President's report.** Dr. Roger Stacy presented attachment #1. In addition to the attached report, Dr. Stacy advised that January 11, 2010 is the date for the Legislative Tour to be held in the Renfro Center. Dr. Stacy announced that January 12, 2010 that Governor Henry would be presented with the Distinguished Service Award. NOC can have eight representatives plus our five Regents in attendance. Dr. Stacy advised that the December 2010 Board of Regents meeting needs to be moved from December 9, 2010 to December 16, 2010.
9. **Other reports.** None given..
10. **FY 2009 External Audit Report.** Ms. Simpson announced that the Audit Committee met at 2:00 p.m. today before the Board meeting. Ms. Simpson introduced Mr. Mike Gibson, Auditor of Cole and Reed, P. C. Mr. Gibson reported that NOC had no material weaknesses. He reported that the Federal Programs, Financial Aid and Title IV were in compliance. Mr. Gibson mentioned that year-end closing is due for October. The college is slow to get that done due to low staffing and it is recommended that NOC hire temporary staff during the closing period. Mr. Gibson mentioned that NOC had an increase in net assets due to OSU payments. On the motion of Regent Mendez and seconded by Regent J. Smith, the Regents approved the FY2009 External Audit Report. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
11. **Academic Calendar FY2010-2011.** Ms. Colwell presented a request to approve the Academic Calendar FY2010-2011. On the motion of Regent Brown and seconded by Regent James, the Regents approved the Academic Calendar FY2010-2011. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
12. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report for the month of November 2009. On the motion of Regent Brown as seconded by Regent Mendez, the Regents approved the monthly financial report. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
13. **Monthly Purchases.** Ms. Simpson presented the purchases for December 2009. **Purchases for \$5,000.00 or more** were for: Upgrade & Training – Admissions Poise Module, *Educational Systems Products*, \$7,900.00, sole source; Roof Replacement – 404 S. Frantz, *Al-Co Roofing & Remodeling* (includes garage), \$7,546.90; Roof Replacement – 303 S. Pine, *Al-Co Roofing & Remodeling*, \$5,065.90; Car Wash – Enid Maintenance Building, *H & H Manufacturing*, \$6,391.48. **Purchases for \$10,000.00 or more** were for Renovations –Zollars, Marshall, Everest Buildings, *Diversified Construction of Oklahoma*, \$116,851.50; Architect Services – Zollars, Marshall, Everest Buildings, *Easley Associates*, \$73,893.00; Architect Services – Enid Maintenance Building, *Easley Associates*, \$26,034.98; Architect Services – Enid Maintenance Building, *Easley Associates* \$13,351.25; Sheet Glass Windows – Marshall Building, *Reinarts Stained Glass Studios*, \$52,096.89; ADA Baseball Parking – Enid Campus, *CH Concrete*, \$12,000.00; Audio System Upgrade – Briggs Auditorium, *McClelland Sound Inc.*, \$24,211.22; Wireless Access Upgrade – Tonkawa/Enid Dorms, *Westwind Digital Communications*,


\$48,524.85. On the motion of Regent James as seconded by Regent J. Smith, the recommendation was approved. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.

14. **Section 13 600-650 allocation request for various projects.** Ms. Simpson presented Section 13 600-650 allocation requests of \$110,000.00 for approval. Instruction: Furniture & Equipment-Enid, \$10,000.00; ADA Compliance-Enid, \$15,000.00; Office Furniture & Equipment, \$2,500.00; Office Furniture & Equipment-Enid, \$7,500.00; Computers & Networking-Enid, \$5,000.00; Physical Plant & Equipment, \$5,000.00; Physical Plant & Equipment-Enid, \$25,000.00; Dorm: Furniture & Equipment, \$32,500.00; Dorm: Furniture & Equipment-Enid, \$7,500.00. On the motion of Regent Mendez as seconded by Regent Brown, the Regents approved the request. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
15. **New Business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of posting agenda."
16. **Items for next agenda.**
17. **Announcement of next scheduled meeting:** Thursday, January 21, 2010, 3:00 p.m., Tonkawa Campus.
18. **Adjournment.** On the motion of Regent Brown as seconded by Regent Mendez, the Regents voted to adjourn. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith. Chair Lynn Smith announced the meeting adjourned at 5:05 p.m.


CHAIR


SECRETARY


MEMBER


VICE-CHAIR


MEMBER