

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, December 15, 2011, Tonkawa Campus

Present: Regents Chair Linda Brown, Jeffrey Cowan, Keith James, Dr. Jesse Mendez, and Lynn Smith.

Absent: Stacy Tiger (due to illness)

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

1. **Call to order.** Regent Brown called the meeting to order at 4:00 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.**
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 14, 2011, meeting were approved on the motion of Regent Mendez as seconded by Regent Smith. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
5. **Regents Report.** Regent Smith reported that he took Dave Anderson, president of the construction company that will be doing the renovation on Clay Hall, down to the courthouse and visited with Wade Patterson, County Appraiser. A team drove down from Kansas City and spent quite some time going through the building. Later, Regent Smith got a phone call and was informed that the Oklahoma Historic Preservation Office needs to come to Enid and photograph Clay Hall with all the coverings removed from the windows. Regent Smith told the buyer that we are too short staffed to do this. He was informed that the buyer will pay for the removal of the window coverings. The Preservation Office wants to come in and remove all the window coverings, take pictures of Clay Hall, and put the coverings back. The purpose being the Preservation Office wants the exact windows put back in the building. NOC offered to give them archived pictures of Clay Hall but they want pictures as the building is now. Regent Smith speculates that we will be lucky to close by July 1, 2012. Regent Linda Brown expressed thanks to everyone for all their thoughts and prayers, cards, and phone calls while recovering from surgery.
6. **Executive staff reports**
 - A. Dr. Judy Colwell, Vice President for Academic Affairs, presented attachment #1. In addition to her report, Dr. Colwell advised that on December 12, 2011, the Higher Learning Commission sent Dr. Rene Akins to do a site visit for the University Center as an additional location for Northern Oklahoma College and while she was here she also did the same function for Northwestern. Dr. Colwell reported that NOC received \$9,000.00 from the State Regents office to continue the CSI Summer Academy on the Enid Campus. Dr. Colwell stated that Dr. Pamela Stinson is a certified Quality Matters trainer now. Faculty in Enid and Stillwater have been trained as well to meet the quality initiative to meet quality assurance for online courses.
 - B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #2. Dr. Vineyard had nothing more to add to his report.
 - C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #3. In addition to her report, Ms. Quirey thanked Regent James for joining the Stillwater bunch for their Christmas lunch. They were delighted he came. Ms. Quirey advised that Dr. Bird called her late Thursday evening and advised her that due to Kerr-Drummond Dorm being torn down, NOC students will be unable to live in OSU dorms beginning fall semester 2012. The reconstruction process will take approximately 36 months.

- D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #4. In addition to her report, Ms. Simpson passed along expressions of gratitude and appreciation from the employees to the Board of Regents for the stipend that was given to them.
- E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #5. Dr. Edgington had nothing more to add to his report.
- F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #6. In addition to her report, Ms. Snyder stated that David Gilbert, Dianne Anderson, and Tom Poole have been selected as the Distinguished Alumni for 2012.
- G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. Mr. Machia had nothing more to add to his report.
- H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. In addition to his report, Mr. Dye advised the he met with Johnson Controls last Monday and work will begin after the first of the year.
- I. Mr. Jason Johnson, Dean of Students, Tonkawa Campus, presented attachment #9. Mr. Johnson had nothing more to add to his report.
- J. Mrs. Stacy Tiger, Executive Director of University Center at Ponca City, was absent due to illness. Dr. Cheryl Evans presented Ms. Tiger's report. Things are going really well at the University Center. She stated in her report that the University Center is in the process of establishing an independent gubernatorial board. She mentioned that Northwestern Oklahoma State University will be offering a Bachelor of Science in nursing degree through the University Center at Ponca City.
7. **President's report.** In addition to her report, Dr. Cheryl Evans reported that NOC Enid received a grant for the trails project. Dr. Evans stated that on Friday, January 13, 2012, NOC, Northwestern Oklahoma State University, and the University Center at Ponca City, will host the Legislative Tour. This event will be held in the Renfro Center beginning at 11:30 a.m. Dr. Evans invited the Regents to attend, if their schedule will permit. Dr. Evans mentioned that NOC's next accreditation visit is scheduled for 2017-2018.
8. **Other reports. Personnel Actions.** Ms. Simpson stated that NOC had three resignations/terminations and two fulltime employee new hires.
9. **Academic Calendar FY 2012-2013.** On the motion of Regent James as seconded by Regent Mendez, the Regents approved the Academic Calendar for FY 2012-2013. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
10. **Master Lease Real Property Program.** On the motion of Regent Cowan as seconded by Regent Smith, the Regents approved the Master Lease Real Property Program. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
11. **Academic Policy Defining Modes of Instructional Delivery.** On the motion of Regent Mendez as seconded by Regent Cowan, the Regents approved the Academic Policy Defining Modes of Instructional Delivery. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
12. **Institutional Research Board (IRB) Policy.** On the motion of Regent James as seconded by Regent Smith, the Regents approved the Institutional Research Board (IRB) Policy. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
13. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report. On the motion of Regent Smith as seconded by Regent James, the Regents approved the November 2011 financial report. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
14. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. **Purchases of \$5,000.00 or more** were for Carpet-Kinzer Performing Arts Center Auditorium, *Discount Carpet Outlet LLC*, \$9,515.05, Funding source: Capital funds; Zollars Library Seating, *Merrifield's Office Plus*, \$6,000.00, Funding source: Capital funds. **Purchases for \$10,000.00 or more** were for Roof Replacement-Tonkawa Residential Property

(32 properties), *American Roofing*, \$144,000.00, Funding source: Capital funds; Media Rooms & Cabling Installation-Tonkawa and Enid, *Pro Presenters, LLC*, \$24,890.22, Funding source: Capital funds. On the motion of Regent James as seconded by Regent Mendez, the Regents approved the monthly purchases. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.

- 15. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$65,000.00 for various projects: Instruction Furniture & Equipment, \$20,000.00; Instruction Furniture & Equipment-Enid, \$20,000.00; Instruction Furniture & Equipment-Stillwater, \$5,000.00; Computers & Networking, \$10,000.00; Computer Software Fees & Licenses, \$10,000.00. On the motion of Regent Cowan as seconded by Regent Mendez, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
- 16. **New Business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of the posting of the agenda."
- 17. **Items for next agenda.**
- 18. **Announcement of next scheduled meeting; Wednesday, January 25, 2012, 12:00 p.m., Tonkawa Campus.**
- 19. **Adjournment.** Motion made at 5:35 p.m. for adjournment by Regent Mendez as seconded by Regent Smith. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.



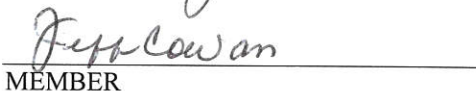
CHAIR



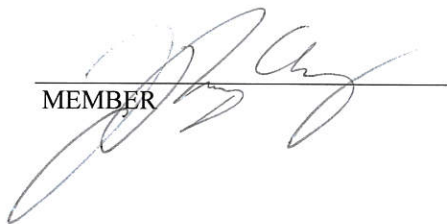
VICE-CHAIR



SECRETARY



MEMBER



MEMBER