

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Monday, December 17, 2012, Tonkawa Campus

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**Regents Present:** Chair Keith James, Linda Brown, Jeffrey Cowan, and Lynn Smith.

**Staff present:** Dr. Cheryl Evans, Dr. Judy Colwell, Larry Dye, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, Dr. Mark Edwards, Dr. Pam Stinson, Dr. Rick Edgington, Bill Johnson, and Jill Dark.

**Guest:**

1. **Call to order.** Regent James called the meeting to order at 4:05 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted. Rex Horning was absent.
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 Wednesday, November 14, 2012, meeting were approved on the motion of Regent Cowan as seconded by Regent Smith. Voting aye were Regents Cowan, Brown, Smith, and James.
5. **Regents Report.**
  - Regent Cowan stated that Dr. Evans led him and Regent Horning on a tour of the Tonkawa and Enid campuses.
6. **Administrative Updates.**
  - Ms. Debbie Quirey discussed an article in the New York Times about student loan default prevention.
  - Dr. Rick Edgington went over the spring 2013 enrollment statistics. He stated that 79% of Tonkawa fall students have enrolled for spring, 76% of Enid fall students have enrolled, 53% of Stillwater fall students have enrolled.
  - Dr. Mark Edwards discussed disaster preparedness. He stated that he has met with faculty to discuss protocol for active shooter on campus.
7. **President's Update.**
  - Dr. Evans stated that NOC has been declared a Certified Healthy Campus by the Health Department.
8. **Other reports.**
  - Resignations/Terminations/New Hires. Ms. Simpson advised that NOC hired seven fulltime employees and two fulltime employees resigned.
9. **The New Criteria for Accreditation.** Dr. Pamela Stinson, Higher Learning Commission liaison for NOC discussed the top strategic priorities for NOC, and went over suggested changes to the NOC Core Values, Vision and Mission Statement. She plans to discuss HLC criterion at each monthly meeting.
10. **Strategic Planning Update.** The next Town Hall Meetings are scheduled for January 30<sup>th</sup>.
11. **Housing Task Force Update.** Dr. Mark Edwards discussed the future of NOC housing including the options of renovating current facilities and constructing new facilities. Dr. Edwards discussed housing provided at other community colleges and how NOC housing compares in facilities and cost.
12. **Academic Calendar for 2013 - 2014.** Dr. Judy Colwell presented the Academic Calendar for 2013 -- 2014. Voting aye were Regents Cowan, Smith, Brown and James.

13. **Demolition of Music Building on the Enid Campus.** Mr. Larry Dye stated that the Music Building is currently in extremely poor condition and has issues with accessibility. The building has not been used since the campus was purchased in 1999. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the demolition of the Music Building on the Enid Campus. Voting aye were Regents Cowan, Smith, Brown and James
  
14. **Service Agreement between Northern Oklahoma College Foundation, Inc. and Phillips University Alumni & Friends Association.** Ms. Sheri Snyder presented the proposed agreement between Northern Oklahoma College Foundation, Inc. and Phillips University Alumni and Friends Association for exchange of services. On the motion of Regent Smith as seconded by Regent Cowan, the Regents approved the Service Agreement between Northern Oklahoma College Foundation, Inc. and Phillips University Alumni & Friends Association. Voting aye were Regents Cowan, Smith, Brown and James.
  
15. **Alternate Funding Options for Energy Performance Contract.** Ms. Simpson presented a Tax-Exempt Lease Purchase financing proposal from Green Campus Partners for the Energy Performance Contract between Johnson Controls, Inc. and Northern Oklahoma College. On the motion of Regent Brown as seconded by Regent Cowan, the Regents tabled this item. Voting aye were Regents Cowan, Smith, Brown and James.
  
16. **Monthly financial report.** Ms. Simpson presented the November monthly financial report. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the November monthly financial report. Voting aye were Regents Cowan, Smith, Brown and James.
  
17. **Monthly purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Brand Imaging & Marketing Contract Services, Additional Expenses, *Peterson & Ray Company*, \$9,935.00, Existing contract, Funding source: E & G Funds; Electrical Services, Administration Building Remodel – Enid, *Hunzicker Brothers*, \$7,429.42, Funding source: Capital Funds; Uniform Jackets & Cleats – Enid Baseball, *Baptist's Athletic Supply*, \$6,845.24, Funding source: Auxiliary Funds; Blackboard Course Delivery Essentials – On-Site Training All Campuses, *Blackboard Finance Operations*, \$8,600.00, Sole source.

Purchases of \$10,000.00 or more were for Annual Renewal of Cloud Document Off Site Storage, *Business Imaging Systems*, \$35,418.00, Sole source, Funding Source: Capital Funds; Interpreting Services for Deaf Student, *Deafnet*, \$12,000.00, Sole source, Funding Source: E & G Funds; Adobe Software License Renewal – All Campuses, *Journey Ed/Digital River Education Services*, \$13,670.00, Sole source, Funding source: Capital Funds; Circle Drive Curb & Gutter Replacement Project – Tonkawa, *Rick Scott Construction, Inc.*, \$198,900.00, Funding source: Capital Funds; Four Commercial Grade Treadmills, Wellness Center – Tonkawa (Replace old ones), *Push Pedal Pull*, \$21,874.88, Funding source: Capital Funds; Furniture, Administration Building Remodel – Enid, *Merrifield Office Plus*, \$57,323.26, Below State Contract, Funding source: Auxiliary Funds; Painting Services, Administration Building Remodel – Enid, *Bids due back 12/21/12*, \$20,000.00, Approximate, Funding source: Capital Funds; Removal & Replacement of Carpet and Tile, Administration Building Remodel – Enid, *Bids are due back 12/21/12*, \$35,000.00, Approximate, Funding source: Capital Funds; Demolition & Removal of Music Building – Enid, *Bids are due back 12/21/12*, \$41,500.00, Approximate, Funding source: Capital Funds.

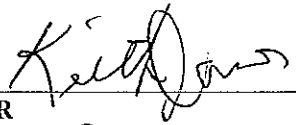
On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the monthly purchases. Voting aye were Regents Cowan, Smith, Brown and James. Regent Brown abstained on the item: Circle Drive Curb & Gutter Replacement Project.

18. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$215,000.00 for various projects: Computer Software Fees & Licenses, \$60,000.00; Repair of Educational Facilities, \$25,000.00; Physical Plant \$ Equipment, \$5,000.00; Physical Plant & Equipment – Enid, \$115,000.00; Dorm Furniture & Equipment, \$10,000.00.

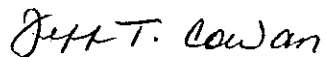
On the motion of Regent Brown as seconded by Regent Smith, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Cowan, Smith, Brown and James.


19. **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.”
  
20. **Items for next agenda.** Regent Smith requested a list of renovation priorities and costs. Regent Cowan requested a presentation on the Gear- Up Program.


21. Announcement of next scheduled meeting. Tuesday, January 15, 2013 at 1:00 p.m., President's Conference Room, Enid Campus.
22. Adjournment. Motion made at 6:06 p.m. for adjournment by Regent Brown as seconded by Regent Smith. Voting aye were Regents Cowan, Smith, Brown and James.

  
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VICE-CHAIR

  
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SECRETARY

  
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MEMBER

  
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