

# NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

## Minutes

Tuesday, April 16, 2013, Stillwater National Bank (SNB), Stillwater

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

**Employees Present:** Dr. Cheryl Evans, President; Dr. Judy Colwell, VP for Academic Affairs; Larry Dye, Assoc. VP of Physical Operations; Debbie Quirey, VP of Stillwater Campus; Anita Simpson, VP for Financial Affairs; Sheri Snyder, VP for Development and Community Relations; Dr. Ed Vineyard, VP for Enid Campus; Dr. Mark Edwards, VP for Student Affairs; Dr. Pam Stinson, Assoc. VP Academic Affairs; Dr. Rick Edgington, VP for Enrollment Management; Registrar; Bill Johnson, Director, Public Information; and Sherry Reubell, Exec. Asst. to the President.

**Guest:** Foster Wilcox with Silvercliffe Construction.

1. **Call to order.** Regent James called the meeting to order at 1:02 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted.
2. **Introduction of visitors, guests, and presenters.** Foster Wilcox with Silvercliffe Construction.
3. **Reciting of the Northern Oklahoma College Mission Statement.**

Northern Oklahoma College, the State's oldest community college, is a multi-campus, land-grant institution that provides high quality, accessible, and affordable educational opportunities and services which create life-changing experiences and develop students as effective learners and leaders within their communities and a connected, ever-changing world.
4. **Vote to approve minutes.** The minutes of the Wednesday, March 27, 2013, meeting were approved on the motion of Regent Cowan as seconded by Regent Horning. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
5. **Regents Report.**
  - Regent Smith stated that the Gala was wonderful, probably the best ever since he's been on the Board.
  - Regent James mentioned that the Foundation retreat was very well done and was well attended. The speaker was very informative.
  - Regent Smith encouraged everyone to attend at least one Nurses' Pinning ceremony. Families get involved and it is very moving.
  - Regent Cowan stated that Adam Leaming, Director of the University Center at Ponca City, is making an effort to communicate with NOC Administrators.
  - Regent James expressed concern about the turnover in adjunct instructors with new limitations on the number of hours they can instruct.
6. **Administrative Updates.**
  - Dr. Evans expressed appreciation for all the extra hours the Executive Council has put in working during this busy time of the spring semester on extra events and reports.
  - Over 30 applications were received for the position of Head Men's Basketball Coach.
  - Dr. Colwell shared that the NOC team competing in the Governor's Cup advanced to the finals. This is the first year for community college students to compete.
7. **President's Update.**
  - Dr. Evans stated that she has discussed the concurrent resolution with our local representatives and house leadership and they are working hard to get finished.
  - Dr. Evans said we are already working on the next step of the Strategic Plan and that there will be a meeting on June 17 to determine time lines and priorities.
8. **Other reports.**
  - Resignations/Terminations/New Hires. There were no resignations or terminations.
9. **Housing Taskforce Update.** Dr. Mark Edwards mentioned that he will be submitting a student dorm survey on how to improve housing. Dr. Edwards stated that June 24 has tentatively been set for a tour of recently built housing on college campuses.

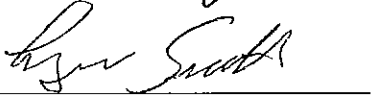
10. **Economic Impact Study.** Dr. Vineyard presented Oklahoma Public Higher Education: Economic and Social Impacts Sponsored by: State Chamber of Oklahoma, performed by: Battelle Technology. According to the impact study, Northern Oklahoma's estimated impact is \$3.83 for every \$1.00 of state funds received.
11. **The New Criteria for Accreditation. Higher Learning Commission.** Dr. Stinson announced that several members of the Executive Council attended HLC Conference in Chicago in April fulfilling requirements for Peer review training.
12. **Strategic Planning Update.** Dr. Stinson mentioned that the last and final Town Hall meeting will be April 27<sup>th</sup>. The Strategic Plan will be reviewed annually and discussed quarterly on the board agenda.
13. **Strategic Plan 2013-2018.** On the motion of Regent Brown as seconded by Regent Smith, the Regents approved the Strategic Plan 2013-2018. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
14. **Program Modification.** Dr. Colwell requested the deletion of the AAS in Biotechnology program. On the motion of Regent Horning as seconded by Regent Cowan, the Regents approved the deletion of the AAS in Biotechnology program. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
15. **Program Modification.** Dr. Colwell requested the deletion of the AAS in Industrial Technology Program. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the deletion of the AAS in Industrial Technology Program. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
16. **Personnel Re-Employment.** Dr. Colwell presented a slate of full-time personnel for re-employment for the academic year 2013-2014. On the motion of Regent Smith as seconded by Regent Cowan, the Regents approved the re-employment of full-time personnel for the academic year 2013-2014. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
17. **Increase Rate for Rental Properties.** Ms. Simpson requested approval of \$25.00 per unit per month. On the motion of Regent Brown as seconded by Regent Horning, the Regents approved the increase rate for rental property. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
18. **Summer 2013 Work Hours.** Summer hours will begin May 20, 2013 through August 2, 2013. Employees will work 10-hour days from 7:00 a.m. through 5:30 p.m. with 30-minute lunch breaks Monday through Thursday. Offices will be closed on Fridays during the summer session. Normal 8:00 a.m. to 5:00 p.m. will resume on Monday, August 5, 2013. On the motion of Regent Horning as seconded by Regent Smith, the Regents approved the summer 2013 work hours. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
19. **Financial Aid Default Prevention.** Ms. Quirey presented the Financial Aid Default Prevention Plan. On the motion of Regent Smith as seconded by Regent Cowan, the Regents approved the work plan for financial aid default prevention presented for NOC. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
20. **Wilkin and Harold Hall Exterior Rehabilitation.** The bids for Wilkin and Harold exterior rehabilitation were presented to the Regents for approval. On the motion of Regent Smith as seconded by Regent Brown, it was motioned that this item be tabled until May 9<sup>th</sup> meeting. Voting nay were Regents Cowan, Horning, and James. Voting aye were Regents Brown and Smith. After further discussion, another vote was taken. On the motion of Regent Brown as seconded by Regent Horning, the Regents accepted the bid from Hemphill Construction, with the exception of H3 and H4. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
21. **Monthly financial report.** Ms. Simpson presented the March monthly financial report. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the March monthly financial report. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
22. **Monthly purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Additional Architectural, Removable Bollards For New Curbs & Gutter Construction, *Reliance Foundry Co., Ltd*, \$9,590.00, existing bid, Funding source: Capital Funds; Emergency Replacement of Server & Network Equipment, *CDW-G*, \$8,200.33, OK BOR Contract #111309, Funding source: Capital Funds; Re-Commission ABS Controls in KPAC, *Automated Building Systems*, \$6,480.00, sole source, Funding source: Capital Funds;

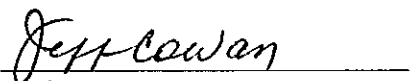
Watches for Graduating Sophomore Athletes, Tonkawa & Enid, *MTM Recognition Corporation*, \$6,715.00, Funding source: Auxiliary Funds; Replace Fryers in Cafeteria-Tonkawa, *Curtis Restaurant Supply*, \$8,654.70, Funding source: Capital Funds; Update & Relocate Equipment in ITV Rooms-Stillwater & Enid, *Direct Communications*, \$6,950.00, sole source, Funding source: Capital Funds.


**Purchases of \$10,000.00 or more** for Audit Preparation Services, *Crawford & Associates*, \$37,500.00, Funding source: E&G Funds; Upgrade of Document Imaging System to Accommodate New Domain Name, *Business Imaging Systems, Inc.*, \$14,800.00, state contract pricing, Funding source: Capital Funds; Bookstore Management System, *Nebraska Book Company*, \$48,046.50, Funding source: Auxiliary Funds; Energy Savings Project-All Campuses, *Johnson Controls, Inc.*, Pay Application #4, \$1,221,098.00, sole source; Energy Savings Project-All Campuses, *Johnson Controls, Inc.*, Pay Application #5, \$768,100.00, sole source; Energy Savings Project-All Campuses, *Johnson Controls, Inc.*, Pay Application #6, \$725,812.00, sole source; Energy Savings Project-All Campuses, *Johnson Controls, Inc.*, Pay Application #7, \$806,250.00, sole source; Energy Savings Project-All Campuses, *Johnson Controls, Inc.*, Pay Application #8, \$591,741.00, sole source; Regent Horning made the motion to approve the purchases of 10,000 or more for April 2013 for Audit Preparation Services, Upgrade of Document Imaging System and Bookstore Management System. Pay applications #5, #6, #7 and #8 from Johnson Controls, Inc. were not approved. Regent Brown seconded the motion. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.

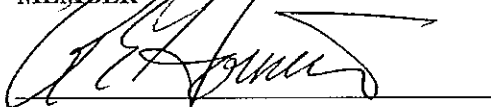
23. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$85,000.00 for various projects: Instruction Furniture & Equipment-Enid, \$10,000.00; Computers & Networking, \$20,000.00; Computer Software Fees & Licenses, \$20,000.00; Campus Dining Facilities, \$10,000.00; Physical Plant & Equipment, \$25,000.00. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
24. **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."
25. **Items for next agenda.**
- Update Task Force- 10 year anniversary for Gateway chaired by Sheri Snyder with members Debbie Quirey and Rex Horning
  - NOC.edu - Domain change resulting in new email addresses and website address.
  - Report for sponsorship for athletics
26. **Announcement of next scheduled meeting.** Thursday, May 9, 2013, at 1:00 p.m., Tonkawa President's conference room. Lunch will be served at 12:30 p.m.
27. **Adjournment.** Motion made at 3:45 p.m. for adjournment by Regent Brown as seconded by Regent Cowan. Voting aye were Regents Brown, Cowan, Horning Smith, and James.

  
CHAIR

  
VICE-CHAIR

  
SECRETARY

  
MEMBER

  
MEMBER