

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, April 26, 2012, Enid Campus

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

Absent:

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 1:00 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.** Former Regent David Trojan was a guest. Regent Keith James stated that 11 years ago on June 15, 1999, NOC bought Phillips University while Former Regent David Trojan was a board member.
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 Thursday, March 15, 2012, meeting were approved on the motion of Regent James as seconded by Regent Mendez. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
5. **Regents Report.** Regent Smith advised that a contractor was in Enid two weeks ago and he expects the closing for Clay Hall could be June or July. Regent Cowan expressed his thanks to Dr. Evans for her support at his swearing in for his first 5 year term as a Regent for Northern Oklahoma College. Regent Brown discussed the policy regarding the evaluation process for the president.
6. **Administrative Updates:** In addition to the separate Administrative Updates, Ms. Debbie Quirey announced that OSU and NOC held a joint articulation meeting and she felt it went really well. She mentioned that they are in the process of updating an MOU with operations. Ms. Simpson advised that NOC has one more year on current lease at Cowboy Mall and the rate could possibly increase 5% - 6%. Dr. Evans stated she visited with Senator Patrick Anderson regarding the Master Property Lease and OU and OSU have some major requested projects in the Master Plan. The medical examiner office wants to be close to the University of Central Oklahoma. NOC has Johnson Controls project request in the Master Property. NOC is waiting on an opinion from the Attorney General's Office. Dr. Evans announced that NOC is in the top 10% of community colleges in America. Outstanding. Dr. Evans announced that Jeremy Hise and Kathi Shamburg will be the new PLC sponsors for Enid beginning if fall 2012. Dr. Evans stated that the A.D. Buck Museum has been converted to an archive center. She thanked Sheri Snyder, Kirby Tickel-Hill and Larry Dye and his crew for all their hard work. She mentioned that work is being done to revamp the Organizational Chart. Dr. Evans stated that the search for a Vice President for Student Services is underway and is chaired by Dr. Judy Colwell. The committee will choose the top three candidates, conduct interviews, and hopefully have someone in place by July 1, 2012.
7. **University Center at Ponca City Updates.** Legislation has been approved for the University Center to be a sole entity. The transition date will be November 1, 2012 but the fiscal year and IT changes will be July 1, 2012. The UC has requested a board of nine regents which has been sent to the governor's office for approval. Regent Linda Brown announced that she has submitted her resignation to the University Center board.
8. **President's Update.** In addition to the separate Administrative Updates, Dr. Evans stated that six people from NOC attended the Higher Learning Commission conference. Dr. Evans mentioned that Dr. Judy Colwell, Dr. Pamela Stinson, and she are Peer Reviewers and this allows them to see what other colleges are doing.

The Higher Learning Commission is in the process of changing how site visits are done. Team members will make recommendations to HLC. A team will come in for 1½ - 2 days, yearly, and the changes being made are sent to the Department of Education. Another change is that NOC will need to track jobs and placement of students. Dr. Evans also mentioned that the national student default rate for repaying financial aid loans is 53% while NOC's default rate is 26%.

9. **Other reports.** Resignations/Terminations/New Hires. NOC had two fulltime staff resign, one fulltime faculty resigned and four are taking supplemental retirement and one regular retirement.
10. **Overview of Higher Learning Commission Conference.** Dr. Pamela Stinson gave a brief overview of the HLC Annual Conference, some of which are listed above in the Administrative and President's Updates.
11. **The New Criteria for Accreditation.** This is a detailed booklet that was handed out to all Regents and board members. This topic will be discussed at future board meetings.
12. **Personnel.** On the motion of Regent James as seconded by Regent Cowan, the Regents approved the re-employment of full-time faculty personnel for the academic year 2012-2013. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
13. **Cafeteria Contract.** On the motion of Regent Smith as seconded by Regent Mendez, the Regents approved the cafeteria contract. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
14. **Room and Board Rates.** On the motion of Regent Smith as seconded by Regent Cowan, the Regents approved the room and board rates for summer 2012 and FY2013. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
15. **Increase Rate for Rental Properties.** On the motion of Regent Smith as seconded by Regent James, the Regents approved the increased rate for rental properties to be effective July 1, 2012. Voting aye were Regents Cowan, James, Mendez, Smith and Brown. As of July 1, 2012, changes will be made to the lease contracts. NOC employees will have the choice to pay through payroll deduction.
16. **Summer 2012 Work Hours.** On the motion of Regent Cowan as seconded by Regent James, the Regents approved the summer 2012 work hours which begin Monday, May 21, 2012 and run through Friday, August 3, 2012. Offices will be closed on Fridays. Normal work hours will resume on August 6, 2012. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
17. **Mater Lease Purchase Program Reimbursement Resolution.** On the motion of Regent Smith as seconded by Regent Mendez, the Regents approved the Mater Lease Purchase Program Reimbursement Resolution. Regent James suggested curtailing purchases with Johnson Controls and projects until we hear from Master Lease Program in May. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
18. **Tobacco-Free Policy.** On the motion of Regent James as seconded by Regent Smith, the Regents approved the Tobacco-Free Policy. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
19. **Possible date changes for May and/or June Board of Regents meetings.** On the motion of Regent Cowan as seconded by Regent Smith, the Regents approved the date change from June 28, 2012 to June 20, 2012. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
20. **Monthly financial report.** On the motion of Regent Mendez as seconded by Regent James, the Regents approved the monthly financial report. Voting aye were Regents Cowan, James, Mendez, Smith and Brown. Regent Smith would like to see an overall budget. He would like it laid out yearly and not monthly, by campus, by department. Regent Smith reminded the board that the sale of Clay Hall money must be spent on the Enid campus. Regent Smith suggested that we use the money in the cafeteria or housing funds.
21. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. **Purchases of \$5,000.00 or more** were for Compressor Replacement KPAC HVAC System, *Ward's Air Conditioning, Inc.*, \$8,500.00, emergency, Funding source: Capital funds; Consultant Services, Graphic Design-Process Tech NSF Grant, *FranLan Multimedia* (better quality), \$5,200.00, Funding source: NSF Grant; Multimedia Audio System & Speakers-Stillwater Cowboy Mall Rooms 165, 170, 182, 184, 185, *PEAK Uptime*, \$6,976.00, sole source, Funding source: Auxiliary funds; Software Maintenance & Support Renewal-Renfro, *SKC Communication Products*, \$7,121.00, sole source, Funding source: Capital funds; Student Passage & Field Programs-NOC

@Sea Study Abroad-Global Ed-Stillwater, *Institute For Shipboard Education*, \$8,640.00, sole source, Funding source: Auxiliary funds; Sidewalks & Ramp Concrete Work, Materials-Enid, \$7,800.00, approximate, Funding source: Auxiliary funds.

Purchases of \$10,000.00 or more were for Storm Sewer Replacement Project-Enid Failing Park Baseball Field, *Luckinbill, Inc.*, \$53,680.00, Funding source: Capital funds (1/2) & City of Enid (1/2), ***Bid was advertised in newspaper.** Additional Roofing Improvements on Residential Housing-Tonkawa, *American Roofing*, \$88,358.00, prior bid, Funding source: Capital funds; Grant Writing Services Upward Bound (TRIO)-Enid & Tonkawa, *Penny Coggins, Ph.D., Grant Development Services, LLC*, \$14,000.00, sole source, Funding source: E&G budget; Annual Telecom Hardware/Software Support & Maintenance Renewal-Enid & Tonkawa, *Arrow/Shared Solutions & Services, Inc.*, \$21,093.80, below state contract, Funding source: Capital funds; Planning & Project Support Services-Installation of Network Data Lines-Cowboy Mall, *OSU Information Technology*, \$24,560.00, sole source, Funding source: Auxiliary funds; Accident Repair 1996 Prevost Bus-Enid, *ATC Freightliner Group*, \$16,077.65, sole source, Funding source: Auxiliary funds (Insurance Proceeds); VCT Tile, Montgomery Hall Perimeter Around Parquet & Room 110, Gantz Center-Enid, *Brewer Carpet One*, \$25,227.12, sole source, Funding source: Auxiliary funds; Audit Preparation Services, *Crawford & Associates*, \$37,500.00, sole source, Funding source: E&G Budget; Sidewalks & Ramp Concrete Work, Labor Only-Enid, \$21,300, approximate, Funding source: Auxiliary funds; Science Lab Renovation-Enid, \$30,000.00, approximate, Funding source: Auxiliary funds; Science Lab Renovation-Tonkawa, \$30,000.00, approximate, Funding source: Auxiliary funds; Science Lab Furniture-Tonkawa, *WR International*, \$145,193.94, E&I Contract, Funding source: Auxiliary funds; Asbestos Abatement -Enid & Tonkawa, \$200,000.00, approximate, Funding source: Capital funds; Used Forklift, Maintenance-Tonkawa, \$20,000.00, approximate, Funding source: Capital funds; Campus Sidewalks & Curbs-Tonkawa, \$35,000.00-\$40,000.00, approximate, Funding source: Auxiliary funds; Chemical Removal, Science-Tonkawa, \$15,000.00, approximate, Funding source: Auxiliary funds. On the motion of Regent Cowan as seconded by Regent James, the Regents approved the monthly purchase. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.


22. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$335,000.00 for various projects: Physical Plant-Tonkawa, \$120,000.00; Physical Plant-Enid, \$100,000.00; Roof Replacement, \$90,000.00; Computer Software & Fee, \$25,000.00. On the motion of Regent Mendez as seconded by Regent James, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
23. **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." Foundation: Funds have been raised for an endowed chair.
24. **Items for next agenda.** Executive Session-Evaluation of the President.
25. **Announcement of next scheduled meeting; Thursday, May 24, 2012, 12:30 p.m., Tonkawa.**
26. **Adjournment.** Motion made at 3:05 p.m. for adjournment by Regent Smith as seconded by Regent Mendez. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.



CHAIR



VICE-CHAIR



SECRETARY



MEMBER



MEMBER