

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

May 15, 2008

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**Present:** Chair Linda Brown, Regents Keith James, Richard Detten, and Lynn Smith

**Absent:** Regent Jesse Mendez

**Staff present:** Dr. Joe Kinzer, President, Dr. Roger Stacy, Anita Simpson, Marion Tucker, Sheri Snyder, Dr. Ed Vineyard, Mick Weiberg, Larry Dye, Judy Colwell, Dr. Rick Edgington, Jill Dark, and Bill Johnson.

Chair Linda Brown called the meeting to order at 2:10 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted.

1. **Vote to approve minutes.** The minutes of the April 2, 2008, meeting were approved on the motion of Regent Detten and seconded by Regent Smith. Voting aye were Regents Brown, Detten, James, and Smith.
2. **Executive Session.** On the motion of Regent Smith as seconded by Regent James, the Regents entered into executive session at 3:10 p.m. pursuant to Title 25, Oklahoma Statutes, 307(B)(1), for discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any salaried public officer or employee. Voting aye were Regents Smith, Brown, James, and Detten.

On the motion of Regent James as seconded by Regent Smith, the Regents returned to regular session at 4:50 p.m. Voting aye were Regents James, Brown, Detten, and Smith. No action was taken.

3. **Miscellaneous Reports.**

- A. **Regents report.** Regent Smith reported that he attended the OSRHE Board Chair Conference in place of Chair Linda Brown. Regent James commented on Tonkawa and Enid Commencement, the Agriculture Department, and the Enid Honors Banquet and speaker Lou Ward..
- B. **President's report.** President Kinzer reported briefly on the progress of the proposed outdoor sculpture contest.
- C. **Executive staff reports.**
  1. Dr. Roger Stacy, Vice President for Academic Affairs, reported on academic events on campus including the Astronomy program, Instrumentation-Automation Technology, and the pharmacology workshop that had an attendance of 100. Dr. Stacy acknowledge several faculty awards including, Bart Cardwell – Honorary FFA degree, Cara Beth Johnson – Outstanding Educator, Dr. Ed Vineyard – Top Administration in Reader’s Choice Best of Enid.
  2. Mick Weiberg, Vice President for Student Affairs, reported that work on the residence halls has begun on both campuses.
  3. Marion Tucker, Vice President for Information Technology, reported that the moving of offices in the Administration building is almost complete; summer projects; and the new NOC marketing website has a go live target date of June 1<sup>st</sup>.
  4. Dr. Ed Vineyard, Vice President for the Enid Campus, reported on the planetarium; astronomy program received recognition from NASA for the discovery of a comet; NOC/NWOSU Bridge Program currently has 60 students enrolled; and the ADA Workshop.
  5. Ms. Anita Simpson, Vice President for Financial Affairs, reported on financial affairs including the OSU/NOC classroom building lease agreement.

6. Ms. Sheri Snyder, Vice President for Development and Community Relations, reported on events including the Sheep Production Center Open House; Vineyard Library Administration Building Open House scheduled for June 19<sup>th</sup>; Oklahoma Freewheel Association; and Relay for Life.
7. Mr. Larry Dye, Associate Vice President of Physical Operations, reported on construction projects for all three campuses. He gave an update on the Vineyard Library Administration Building; the Planetarium; ADA requirements; NOC/OSU classroom building; and summer projects.
8. Dr. Rick Edgington, Associate Vice President of Enrollment Management/Registrar, reported summer and fall registration is on-going – with 1,459 summer students and 2,144 fall students enrolled so far.
9. Ms. Colwell, Dean of instruction, reported that final drafts of the HLC and ACBSP evaluations have not been received yet.

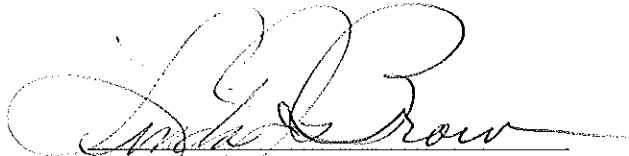
**D. Other Reports.**

4. **Agreement with Enid Public Schools.** Dr. Vineyard presented an agreement with Enid Public Schools Athletic Department for the use of the Mabee Center for 2008 – 2009 for the purpose of home Basketball games. It was discussed that a certificate of coverage of insurance should be obtained by Enid Public Schools before the agreement is put in place. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the agreement with Enid Public Schools Athletic Department. On the motion of Regent James as seconded by Regent Smith, the Regents approved the proposed agreement with Enid Public Schools Athletic Department with the inclusion of a certificate of coverage of insurance. Voting aye were Regents Brown, Smith, Detten, and James.
5. **Cafeteria Contract.** Anita Simpson presented the cafeteria contract extension for FY 2009. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the cafeteria contract extension. On the motion of Regent Detten as seconded by Regent James, the Regents moved to adopt the cafeteria contract extension as presented. Voting aye were Regents Smith, Brown, Detten, and James.
6. **Budget Revision FY 2008.** Anita Simpson presented a budget revision of \$771,478 for FY 2008. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the budget revision for FY 2008. On the motion of Regent Detten as seconded by Regent Smith, the Regents approved the budget revision as presented. Voting aye were Regents Smith, Brown, Detten, and James.
7. **Room & Board Rates.** Anita Simpson presented a modification of room and board rates for the Tonkawa and Enid Campuses for FY 2009. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the modification. On the motion of Regent James as seconded by Regent Detten, the Regents approved the modification as presented. Voting aye were Regents Smith, Brown, Detten, and James.
8. **Transfer of Funds.** Anita Simpson recommended that the Board of Regents for Northern Oklahoma College consider approval to transfer \$350,000.00 from 290 Fund to 295 Fund for capital expenditures. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the transfer of funds. On the motion of Regent Smith as seconded by Regent Detten, the Regents approved the transfer as presented. Voting aye were Regents Smith, Brown, Detten, and James.
9. **Section 13 600-650 allocation request.** Anita Simpson presented a Section 13 allocation request in the amount of \$240,000.00 for various projects. On the motion of Regent Smith as seconded by Regent James, the Board approved the request. Voting aye were Regents James, Detten, Smith, and Brown.
11. **Monthly financial report.** Anita Simpson presented the expenditure report for the months of March and April. On the motion of Regent James as seconded by Regent Smith, the Regents approved the financial report. Voting aye were Regents James, Detten, Smith, and Brown.

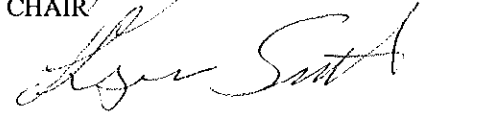
12. **Monthly purchases.** Anita Simpson presented the purchases report for April. Purchases for \$5,000.00 or more were for stack dryer – Foster Piper Fieldhouse, *Advantage Laundry Systems*, \$5,548.00; Docubase upgrades, *Integrated Business Technologies*, \$7,425.00, sole source.

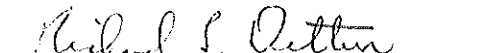
Purchases for \$10,000.00 or more were for Vineyard Library Administration Building, *Sooner Construction Co.*, \$238,770.00; chiller installation – Enid campus, *Midwest Refrigeration*, \$10,175.34; roof replacement – Mabee Center, *Reddick Roofing & Guttering*, \$25,800.00; renovation & replacement of counterweight fly system & theatrical Draperies – Briggs Auditorium, \$77,000.00, approximate; gym floor refinishing – Tonkawa & Enid, *Beckett Bros. Floor Co.*, 13,247.00; Bobcat skid steer loader – Enid, *Bobcat Company*, \$23,148.00, State contract #1539. On the motion of Regent Smith as seconded by Regent Detten, the purchases were approved as presented. Voting aye were Regents Brown, Detten, James, and Smith.


11. **Travel claims.** Anita Simpson presented travel claims for signatures.
12. **Items for next agenda.** No discussion. No action taken.
13. **New business.** No discussion. No action taken.
14. **Announcement of next meeting.** The next meeting is scheduled for Thursday, June 19, 2008, 1:00 p.m., Tonkawa.
15. **Adjournment.** Chair Brown announced the meeting adjourned at 6:30 p.m.

  
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CHAIR

  
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VICE-CHAIR

  
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SECRETARY

  
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MEMBER

  
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MEMBER