

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, May 19, 2011, Tonkawa Campus

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

Absent: Regent Jeff Smith and Debbie Quirey

Staff present: Mr. Tom Poole, Judy Colwell, Larry Dye, Dr. Rick Edgington, Bill Johnson, Mike Machia, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, Jason Johnson and Sherry Reubell.

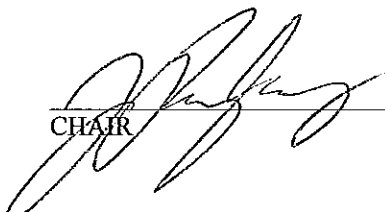
1. **Call to order.** Dr. Jesse Mendez called the meeting to order at 12:40 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted. Four Regents were present. One Regent was absent.
2. **Introduction of visitors and guests.** Dr. Cheryl Evans, newly elected President for Northern Oklahoma College, Mrs. Stacy Tiger, Executive Director, University Center at Ponca City, and Mr. Bart Brashears, President, Farmers Exchange Bank, Tonkawa, were guests. Ms. Tiger stated that the first class to be held in the newly remodeled University Center will be Thursday, May 26, 2011. Ms. Tiger invited everyone to open house on July 12, 2011.
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, April 21, 2011, meeting were approved on the motion of Regent James as seconded by Regent L. Smith. Voting aye were Regents Brown, James, L. Smith and Mendez.
5. **Regents Report.** Regent L. Smith gave an update on the sale of Clay Hall on the Enid Campus. Regent L. Smith advised that the tax credits for Cohen-Esrey were turned down. The City of Enid advised that NOC needs to apply for re-zoning of the property. During the late summer and early fall, the board could award tax credits. Regent Smith advised he will personally visit all property owners around the area. Regent James complimented the Leadership Team for a very professional commencement and thanked everyone for all their hard work.
6. **Executive staff reports**
 - A. Ms. Judy Colwell, Vice President for Academic Affairs, presented attachment #1. In addition to the attached report, Mrs. Colwell advised that NOC has been named eligible to compete for the Aspen Institute's Prize for Community College Excellence with the prize being \$1,000,000.00.
 - B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #2. In addition to the attached report, Dr. Vineyard reported that a very successful Upward Bound meeting for the Tonkawa area was held on the Tonkawa Campus. Each school represented has signed up for the program.
 - C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #3. Ms. Quirey was absent and no additional information was added to her report.
 - D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #4. In addition to the attached report, Ms. Simpson advised that the Campus Master Plan is complete. Regent L. Smith advised he attended a PMI concert in Enid. While the performer was excellent, the concert was poorly attended. Regent Smith feels like the concert series should be more geared toward the students. He would like NOC to take another look at the PMI Concert Series.
 - E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #5. Dr. Edgington discussed the summer and fall 2011 Preliminary Enrollment Report. Dr. Edgington advised that the recruiters on the Tonkawa and Enid Campuses are contacting students who have not re-enrolled for summer or the fall semester. Dr. Edgington stated that changes in Financial Aid made it possible to process no shows earlier.

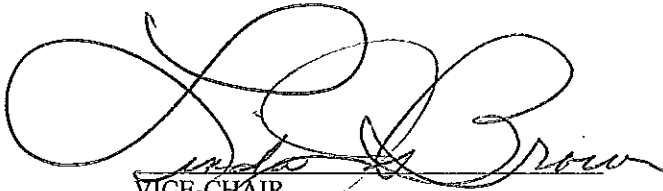

- F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #6. In addition to her report, Ms. Snyder handed out the Alumni and Friends Newsletter for spring 2011.
- G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. In addition to Mr. Machia's report, he advised that the IT Personnel are busy getting the University Center ready to open on May 26, 2011.
- H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. In addition to the attached report, Mr. Dye stated that the crew is busy with summer maintenance projects.
- I. Mr. Jason Johnson, Dean of Students, Tonkawa Campus, presented attachment #9. Mr. Johnson had nothing more to add to his report.

- 7. **President's report.** Mr. Tom Poole, Interim President, stated that NOC signed a Project Development Agreement with Johnson Controls for an initial payment of \$50,000.00. President Poole advised that Johnson Controls want to come to the June Board of Regents meeting to answer questions and give NOC their findings and recommendations. President Poole stated that he met with the Athletic Directors to determine how much can be spent on scholarships and how much has already been spent. President Poole commented that NOC must honor the full ride scholarships that have already been awarded. President Poole discussed the federal changes in Financial Aid and a student on Pell Grants could be awarded \$0 to \$2,500.00 per semester and that 63-64% of students are on Pell Grants.
- 8. **Other reports. Personnel Actions.** Ms. Simpson stated that 2 faculty members and 3 staff have resigned from NOC and 3 fulltime employees have been hired.
- 9. **Faculty Tenure.** On the motion of Regent Brown as seconded by Regent James, the Regents approved the faculty tenure for 5 fulltime faculty. Voting aye were Regents Brown, James, L. Smith and Mendez.
- 10. **Monthly financial report.** Ms. Simpson presented the monthly financial report. On the motion of Regent James as seconded by Regent Brown, the Regents approved the monthly financial report. Voting aye were Regents Brown, James, L. Smith and Mendez.
- 11. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for 60"-61" Cut Zero Turn Mower-Enid, *Jack's Outdoor Power Equipment*, \$7,950.00, Funding source: Capital funds; 60"-61" Cut Zero Turn Mower-Tonkawa, *Pioneer Equipment Rental & Sales*, \$9,100.00, Funding source: Capital funds; Office Furniture-University Center, *Galaxie Business Equipment, Inc.*, \$9,893.81, Funding source: E&G Budget; Uninstall/Reinstall Phone System-University Center, *Avaya Services*, \$6,828.00, sole source, Funding source: E&G Budget; Building Server-University Center, *Ace Network Consulting*, \$5,225.00, sole source, Funding source: E&G budget; Ceiling Tile Replacement-Tonkawa Science Labs 102 & 202, Dorm, Creative Arts, *Lowes Building Center*, \$6,742.24, Funding source: Auxiliary funds; Communication Closet Buildout, Data Rack, Switch & Cabling-University Center, *Direct Communications*, \$5,299.00, state contract, Funding source: E&G Budget; ITV Studio Microphone Replacement-University Center, *Direct Communications*, \$8,675.00, state contract, Funding source: E&G Budget; ITV Presentation System Programming-University Center, *Direct Communications*, \$5,495.00, state contract, Funding source: E&G Budget. Purchases of \$10,000.00 or more were for Energy Management Feasibility Study-Tonkawa & Enid, *Johnson Controls*, \$50,000.00, sole source, Funding source: Capital funds; Demolition Harmon Science Rooms 107 & 216, *JDC Contracting*, \$11,000.00, Funding source: Auxiliary funds; License Renewal Turnitin-All Campuses, *Turnitin/iParadigms*, \$16,616.76, sole source, Funding source: Capital funds; Track-It License Renewal-All Campuses, *NUMARA*, \$10,770.30, sole source, Funding source: Capital funds; Desktop Computers Classrooms-All Campuses, *CDW-G*, \$23,280.00, IPA Contract, Funding source: Capital funds; Desktop Computers Labs-All Campuses, *CDW-G*, \$39,650.00, IPA Contract, Funding source: Capital funds; 2 Five-Ton, 2 Three-Ton Condensing Units; 2 Five-Ton Heating Units-Enid CDSA, *Dense Mechanical*, \$16,287.00, Funding source: Auxiliary funds; Lab Remodel-Crowder Science 202, Wall & Base Cabinets, Workstations, Stools, Etc., *Sargent-Welch*, \$34,800.50, Funding source: Auxiliary funds; Lab Remodel-Crowder Science 102, Wall & Base Cabinets, Workstations, Stools, Etc., *Sargent-Welch*, \$35,239.50, Funding source: Auxiliary funds; Lab Remodel-Harmon Science 107, Wall & Base Cabinets, Workstations, Stools, Etc., *Worthington Direct*, \$27,247.00, funding source: Auxiliary funds; Lab Remodel-Harmon Science 216, Wall & Base Cabinets, Workstations, Stools, Etc., *Worthington Direct*, \$28,121.00, Funding source: Auxiliary funds. On the motion of Regent L. Smith as seconded by Regent Brown, the regents voted to approve the monthly purchases. Voting aye were Regents Brown, James, L. Smith and Mendez.

- 12. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$235,000.00 for various projects: Instruction Furniture & Equipment, \$5,000.00; Instruction Furniture & Equipment-Enid, \$5,000.00; Computers & Networking, \$30,000.00; Computers & Networking,-Enid, \$30,000.00; Computers & Networking-Stillwater, \$10,000.00; Computer Software Fees & Licenses, \$35,000.00; Physical Plant & Equipment, \$40,000.00; Physical Plant & Equipment-Enid, \$40,000.00; Dorm Furniture & Equipment, \$10,000.00. Dorm Furniture & Equipment-Enid, \$10,000.00; Library Acquisitions, \$10,000.00; Library Acquisitions-Enid, \$10,000.00. On the motion of Regent Brown as seconded by Regent James, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Brown, James, L. Smith and Mendez.
- 13. **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."
- 14. **Items for next agenda.** Johnson Controls personnel to visit June Regents meeting.
- 15. **Announcement of next scheduled meeting;** Thursday, June 16, 2011, 12:30 p.m., Tonkawa Campus. Mrs. Stacy Tiger, Executive Director, University Center at Ponca City gave a progress update on the re-model of the University Center. She mentioned that the first class held in the new University Center will be May 26, 2011.
- 16. **Adjournment.** Motion made at 2:05 p.m. for adjournment by Regent L. Smith as seconded by Regent Brown. Voting aye were Regents Brown, James, L. Smith and Mendez.


 CHAIR

 SECRETARY


 VICE-CHAIR


 MEMBER


 MEMBER