

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, May 9, 2013, Tonkawa Campus

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

Absent: 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, Jill Dark and Kathy Riley.

1. **Call to order.** Regent James 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.
2. **Introduction of visitors, guests, and/or speaker.**
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 in a connected, ever-changing world.
4. **Vote to approve minutes.** The minutes of the Tuesday, April 16, 2013, meeting were approved on the motion of Regent Horning as seconded by Regent Brown. Voting aye were Regents Cowan, Horning, Brown and James.
5. **Regents Report.**
 - Regent Horning stated that he attended the NOC/OSU Gateway Anniversary Planning Meeting.
 - Regent James stated that he enjoyed speaking at the Upward Bound Program Banquet in Enid. He commented that the Upward Bound Program is very beneficial to the community.
6. **Administrative Updates.**
 - Dr. Judy Colwell stated that the Year-End Summary is included in the board books. The Year-End Summary contains highlights of the activities of the academic divisions for the year.
 - Dr. Ed Vineyard informed the Regents that Champion Park will have the NOC Logo, along with OSU, OU and NWOSU logos engraved in the turf. Jerry Hawkins, Instructor, Social Science Division, was selected the Outstanding Instructor in the "Best of Enid 2013" publication in the Enid News & Eagle.
 - Ms. Sheri Snyder reported that the Office of Development & Community Relations is currently working on a policy and procedure for fundraising as well as a policy and procedure for the naming of facilities.
 - Dr. Rick Edgington went over the summer and fall 2013 preliminary enrollment statistics as of May 9, 2013.
 - Ms. Anita Simpson stated that the Ethics Commission Statement of Financial Interests are due to the State by May 15, 2013. Regents, Division Chairs and Administrative Staff are required to complete the form annually. Ms. Simpson informed the Regents that there will be an increase in the health insurance premium through Blue Cross Blue Shield of Oklahoma effective January 1, 2014. Budget meetings with department heads and division chairs have been scheduled to facilitate the completion of the FY2014 Institutional Budget for Northern Oklahoma College. The budget is due to the Oklahoma State Regents for Higher Education on June 12, 2013.
7. **President's Update.**
 - Dr. Cheryl Evans complimented her staff on the hard work put in to the end the semester and had nothing additional to add to her written report.
8. **Other reports.**
 - Resignations/Terminations/New Hires. Ms. Simpson advised that NOC hired six fulltime employees and six fulltime employees resigned.
9. **The New Criteria for Accreditation.** Dr. Pamela Stinson, Higher Learning Commission liaison for NOC discussed Assessment – Curricular and Co-curricular. She plans to discuss a criterion at each monthly meeting.

10. **Lease Purchase Agreement – Energy Performance Contract with Green Campus Partners, LLC.** Ms. Simpson presented the Equipment Lease Purchase Agreement with Green Campus Partners, LLC, as well as the related escrow agreements, and the NOC Board of Regents resolution in conjunction with the Guaranteed Energy Savings Project with Johnson Controls, Inc. On the motion of Regent Brown as seconded by Regent Cowan the Regents authorized Keith James as chairman to execute the resolution on behalf of the board and the board appoints Anita Simpson to execute the lease purchase agreement and all related agreements with Green Campus Partners, LLC for option “A” as proposed in the term sheet, subject to the Attorney General’s approval letter. Voting aye were Regents Brown, Cowan and James. Regent Horning voted nay.
11. **Food Services Contract.** Ms. Simpson presented the Food Services Contract with Northern Management Services for FY2014. On the motion of Regent Horning as seconded by Regent Cowan, the Regents approved the Food Services Contract with Northern Management Services, Inc. as presented. Voting aye were Regents Brown, Cowan, Horning and James.
12. **Room and Board Rates.** Ms. Anita Simpson presented the proposed room and board rates from FY2014. The proposed rates include a 5.13% increase per semester on the Tonkawa Campus and a 5.26% increase on the Enid Campus. On the motion of Regent Brown as seconded by Regent Horning, the Regents approved the room and board rates for FY2014 as presented. Voting aye were Regents Cowan, Horning, Brown and James.
13. **Monthly financial report.** Ms. Simpson presented the April monthly financial report. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the April monthly financial report as presented. Voting aye were Regents Cowan, Horning, Brown and James.
14. **Monthly purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$10,000.00 or more were for 5 Form Letters, Template Upload – Registration, *Business Imaging Systems*, \$14,800.00, State Contract # SW782, Funding Source: Capital Funds; Vieta One Card Solution, *Addtronics*, \$32,470.00, State Contract, Funding source: Capital Funds; Audio Upgrades – Magnolia Room, Foster Piper Fieldhouse, Wilkin Auditorium and Harold Hall Process Technology Classroom, *Pro-Presenters*, \$46,255.44, Funding source: Capital & Auxiliary Funds; Polycom Videoconferencing Unit – Wilkin 309, *SKC Communications*, \$18,763.35, E&I Contract # CNR01317, Funding Source: Capital Funds. On the motion of Regent Horning as seconded by Regent Cowan, the Regents approved the monthly purchases as presented. Voting aye were Regents Cowan, Horning, Brown and James.
15. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$120,000.00 for various projects: Instruction Furniture & Equipment, \$40,000.00; Computers & Networking, \$15,000.00; Computers & Networking - Enid, \$15,000.00; Computers & Networking - Stillwater, \$15,000.00; Computer Software Fees & Licenses, \$15,000.00; Repair of Educational Facilities, \$20,000.00. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the Section 13 600-650 allocation request as presented. Voting aye were Regents Cowan, Horning, Brown and James.
16. **Academic Program Review.** Dr. Judy Colwell presented the Academic Program Review summaries for the Associate of Arts in Elementary Education and the Associate of Arts in Communications degree programs. Per Oklahoma State Regents for Higher Education policy, the summaries must be presented and approved by the institutional governing body prior to submission to the State Regents. On the motion of Regent Cowan as seconded by Regent Horning, the Regents approved the Academic Program Reviews for the Associate of Arts in Elementary Education and the Associate of Arts in Communication degree programs as presented. Voting aye were Regents Cowan, Horning, Brown and James.
17. **Faculty Tenure Policy.** Dr. Judy Colwell presented the revised Policy 4.6.3 Faculty Tenure. On the motion of Regent Horning as seconded by Regent Brown, the Regents approved the revision of the Faculty Tenure Policy as presented. Voting aye were Regents Cowan, Horning, Brown and James.
18. **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.”
19. **Items for next agenda.**
20. **Announcement of next scheduled meeting.** Wednesday, June 12, 2013 at 1:00 p.m., President’s Conference Room, Tonkawa Campus. Lunch will be served at 12:30

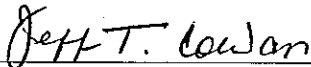
21. **Strategic Plan.** A Strategic Planning Meeting has been set for Monday, June 17, 2013 at NOC Cove, Kaw Lake. An agenda will be posted and the Secretary of State will be notified of the possible quorum.
22. **Adjournment.** Motion made at 2:50 p.m. for adjournment by Regent Horning as seconded by Regent Cowan. Voting aye were Regents Cowan, Horning, Brown and James.



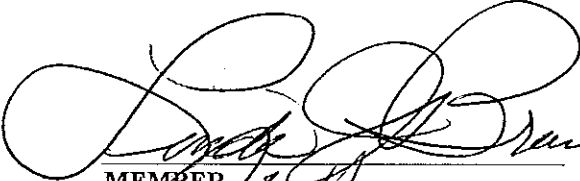
CHAIR



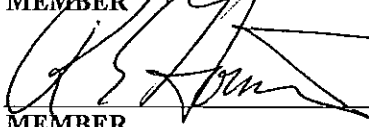
VICE-CHAIR



SECRETARY



MEMBER



MEMBER