

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, June 12, 2013, Tonkawa Campus

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

**Absent:** Dr. Ed Vineyard

**Staff present:** Dr. Cheryl Evans, Dr. Judy Colwell, Larry Dye, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Mark Edwards, Dr. Pam Stinson, Dr. Rick Edgington, Ron Shidemantle, Mike Machia, Bill Johnson and Sherry Reubell.

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.** Adam Leaming, CEO, University Center at Ponca City.
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 Thursday, May 9, 2013, meeting were approved on the motion of Regent Brown as seconded by Regent Horning. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
5. **Regents Report.**
  - Regent James commented on the article in the newspaper regarding Clay Hall remodeling and they are beginning to take applications for tenants.
  - Regent Smith reported that the Phillips University Alumni Association met on the Enid Campus and they were impressed at how nice the campus and buildings looked. Some PU alumni commented they would like to join NOC's Alumni Homecoming group.
6. **Administrative Updates.**
  - Dr. Rick Edgington went over the summer and fall 2013 preliminary enrollment statistics as of June 12, 2013.
  - Debbie Quirey mentioned that she and Dr. Evans attended the Legislative luncheon where Speaker of the House T.W. Shannon spoke and they were able to make several legislative contacts.
7. **President's Update.**
  - Dr. Cheryl Evans gave a brief overview of the Legislative wrap-up regarding Higher Education.
  - Dr. Evans thanked Regent Smith and Regent James for their efforts on the Clay Hall transaction.
8. **Other reports.**
  - Resignations/Terminations/New Hires. Ms. Simpson advised that NOC hired three fulltime employees and four fulltime employees resigned.
9. **The New Criteria for Accreditation.** Dr. Pam Stinson, Higher Learning Commission liaison for NOC, reported on the HLC requirement for identifying a Quality Initiative and its compatibility with Complete College America goals of increasing graduation rates and insuring more students complete remediation classes more quickly.
10. **Tuition and Fees.** Ms. Simpson presented the modification of tuition and fees for FY13-14. The tuition and fees for in-state residents will be increased 5.5% and non-resident tuition and fees will be increased 5.7% for students on the Tonkawa and Enid campuses. The tuition and fees for NOC/OSU Gateway, Stillwater, will be increased 2.4% for resident students and 4.0% for non-resident students. On the motion of Regent Cowan as seconded by Regent Smith, the Regents approved the modification of tuition and fees for FY13-14. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.

11. **Institutional Budget for FY2014.** Ms. Simpson presented the Institutional Budget for FY2014. Ms. Simpson stated that a 2% across the board raise for all fulltime staff will be effective July 1, 2013 and the base rate for full time faculty was increased. Other raises are in store for hourly employees and faculty. On the motion of Regent Horning as seconded by Regent Brown, the Regents approved the Institutional Budget for FY2014 as presented. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
12. **Campus Master Plan.** Ms. Anita Simpson presented the Campus Master Plan for FY2015-FY2019. On the motion of Regent Smith as seconded by Regent Cowan, the Regents approved the Campus Master Plan as presented. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
13. **Future Dates of Board of Regents meeting.** This item is informational only. No motion or vote was taken.
14. **Program Reviews.** Dr. Colwell presented the following regular 5-year academic programs for approval.
  - a. AS in Biological Sciences
  - b. AS in Arts and Sciences
  - c. AA in Criminal Justice Administration
  - d. AS in Health, Physical Education and Recreation
  - e. AA in Social Science
  - f. AAS in Digital Media Animation and Design
  - g. AAS in Respiratory Care
  - h. AA in Child Development
 On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the regular 5-year academic programs as presented. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
15. **Electronic Delivery Approval.** Dr. Colwell presented the Electronic Delivery request for the AS in Business Administration and the AS in Arts and Sciences. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the Electronic Delivery for the AS in Business Administration and the AS in Arts and Sciences as presented. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
16. **Program Suspension.** Dr. Colwell presented the request to suspend the AAS in Aviation Maintenance Technology due to low productivity. On the motion of Regent Brown as seconded by Regent Horning, the Regents approved the suspension of the AAS in Aviation Maintenance as presented. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
17. **Election of board officers.** On the motion of Regent Brown as seconded by Regent Cowan, Regent Smith was nominated as chair for FY2014. Voting aye were Regents Brown, Cowan, Horning, and James. Regent Smith abstained. On the motion of Regent Horning as seconded by Regent Brown, Regent Cowan was nominated as vice-chair for FY2014. Voting aye were Regents Brown, Horning, Smith, and James. Regent Cowan abstained. On the motion of Regent Smith as seconded by Regent Brown, Regent Horning was nominated as secretary for FY2014. Voting aye were Regents Brown, Cowan, Smith, and James. Regent Horning abstained.
18. **Monthly financial report.** Ms. Simpson represented the monthly financial report. On the motion of Regent Smith as seconded by Regent Cowan, the Regents approved the monthly financial report. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
19. **Monthly purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Faculty Office Furniture-Language Arts, *Southwest Business Products*, \$9,696.98, below state contract, Funding source: Capital funds; Installation of Ethernet Cables in Registration-Cowboy Mall, *OSU Shops Project*, \$6,510.00, sole source, Funding source: Auxiliary funds; Bookstore Interface System, *ESP*, \$6,000.00, sole source, Funding source: Auxiliary funds; Women's Basketball Uniforms & Equipment-Tonkawa, *Teamline Oklahoma*, \$8,325.50, Funding source: Auxiliary funds; Microsoft Tablets to Replace Laptops-All Campuses, *Microsoft*, \$6,094.85, sole source, Funding source: Capital funds; Unused Chemical Removal-Enid Campus, *Environmental Management Inc.*, \$5,785.00, state contract, Funding source: Capital funds; Conversion of Wilkin 305 Testing Center to Instruction Classroom, *Pro Presenters, LLC*, \$6,795.20, Funding source: Capital funds; Replace Existing Vanities in KPAC, *Wells Plumbing Company*, \$5,641.72, sole source, Funding source: Capital funds; Replacement Projector Screens-Renfro, *Direct Communications*, \$6,675.00, Funding source: Capital funds; Replacement Batteries for Main IT Server, *Hunzicker Brothers*, \$6,624.55, emergency, Funding source: Capital funds; Art Building Steps, Concrete Construction, \$6,500.00, estimate, Funding source: Capital funds; Heating/Cooling Unit Replacement-Administration Building, *Ward's Air Conditioning, Inc.*, \$9,880.00, emergency, Funding source: Capital funds; Purchases of \$10,000.00 or more were for Nursing Assessment Programs, *ATI*, \$27,375.00, sole source, Funding source: Auxiliary funds; Replacement Laptops for Faculty-All Campuses, *ProVantage*, \$10,829.45, Funding source: Capital funds; Microsoft Office 2013 Upgrade-All

Campuses, *CDW-G*, \$19,918.08, OSRHE Contract, Funding source: Capital funds; Renewal of Maintenance Agreement for Equipment, Software & Licenses, *Business Imaging Systems*, \$29,602.01, state contract pricing, Funding source: Capital funds; Maintenance Work Orders, One Year License Agreement, *SchoolDude*, \$12,565.41, sole source, Funding source: Capital funds; Gym Floor Refinishing, Mabee Center-Enid, *Arbo's Hardwood & Sports Floor*, \$16,702.00, Funding source: Capital funds; Remodel Threlkeld Hall Men's Restroom; Shower & Lavatory, \$19,000.00, estimate, Funding source: Capital funds; License Renewal for Academic Use of Turnitin Application, *Turnitin/Paradigms*, \$19,854.00, sole source, Funding source: Capital funds; Print Management, *Standley Systems*, \$27,420.00, Funding source: E&G funds. On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the monthly purchases of \$10,000.00 or more. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.

20. **Section 13 600-650 Allocation Request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$310,000.00 for various projects: Instruction Furniture & Equipment, \$20,000.00; Computers & Networking, \$30,000.00; Computers & Networking-Enid, \$5,000.00; Computer Software Fees & Licenses, \$90,000.00; Repair of Educational Facilities, \$10,000.00; Repair of Educational Facilities-Enid, \$20,000.00; Physical Plant & Equipment, \$30,000.00; Physical Plant & Equipment-Enid, \$20,000.00; Office Furniture & Equipment, \$5,000.00; Office Furniture & Equipment-Enid, \$5,000.00; Dorm Furniture & Equipment, \$50,000.00; Dorm Furniture & Equipment-Enid, \$25,000.00. On the motion of Regent Cowan as seconded by Regent Smith, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
21. **Vote to go into Executive Session.** On the motion of Regent Brown as seconded by Regent Smith, the Regents voted to go into Executive Session at 3:15 p.m. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
22. **Executive Session.** Possible vote to go into executive session pursuant to Title 25, Oklahoma Statutes, 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. (Annual President's Review) No vote was taken.
23. **Vote to return to open meeting.** On the motion of Regent Smith as seconded by Regent Cowan, the Regents voted to return to open meeting at 4:09 p.m. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
24. **Discussion and possible action of the employment, hiring, or appointment of the President of Northern Oklahoma College.** On the motion of Regent Smith as seconded by Regent Horning, the Regents voted to retain Dr. Evans as President and give Dr. Evans a 2% salary increase for the incredible job she is doing. Regent Brown stated that she could not be prouder of Dr. Cheryl Evans and her leadership of Northern Oklahoma College. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.
25. **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."
26. **Items for next agenda.**
27. **Announcement of next scheduled meeting.** Tuesday, July 16, 2013, at 1:00 p.m., Gantz Center 102, on the Enid Campus. Lunch will be served at 12:30.
28. **Adjournment.** Motion made at 4:15 p.m. for adjournment by Regent Horning as seconded by Regent Cowan. Voting aye were Regents Brown, Cowan, Horning, Smith, and James.

*Ryan Smith*  
CHAIR

*Jeff Goujan*  
VICE-CHAIR

*[Signature]*  
SECRETARY

*Keith Jones*  
MEMBER

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MEMBER

*[Signature]*