

# NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

## Minutes

Tuesday, June 19, 2012, Tonkawa Campus

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

**Staff present:** Dr. Cheryl Evans, Dr. Judy Colwell, Larry Dye, Bill Johnson, Jason Johnson, Mike Machia, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, and Sherry Reubell.

**Guest:** Rex Horning

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.** Tom Firme, Blackwell Journal Tribune and Ted Atchley, Tonkawa News, visited the meeting.
3. **Reciting of the Northern Oklahoma College Mission Statement.**

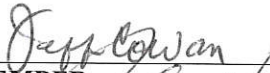
Northern Oklahoma College, a multi-campus learning community, provides high quality, accessible, and affordable educational opportunities and services to allow citizens to develop to the full extent of their abilities, to succeed in a competitive global environment, and to be effective lifelong learners.
4. **Vote to approve minutes.** The minutes of the Thursday, May 24, 2012, meeting were approved on the motion of Regent Cowan as seconded by Regent James. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
5. **Regents Report.**
  - Regent Smith discussed Clay Hall closing.
  - Regent Cowan thanked Dr. Evans and Ms. Simpson for discussing the budget with him.
6. **Administrative Updates**
  - Ms. Debbie Quirey discussed safety training session for herself and Dr. Mark Edwards.
  - Dr. Vineyard discussed status of Upward Bound Grant for the Enid Campus.
  - Larry Dye discussed previous storm damages and possible reimbursement from FEMA.
7. **President's Update.**
  - Debbie Quirey will participate in Leadership Stillwater.
  - Sheri Snyder will participate in Leadership Oklahoma
  - Dr. Evans discussed NOC's 2012-2013 budget
  - NOC will ask for increase in Tuition and Mandatory Fees
  - NOC will increase base pay for employees.
  - Starting pay scale base will increase.
  - Dr. Evans and Dr. Colwell discussed NOC's updated Organizational Chart
  - Shared title changes:
    - Dr. Rick Edgington will be Vice President Enrollment Management/Registrar
    - Ms. Debbie Quirey will be Vice President Stillwater Campus
    - Dr. Pam Stinson will be Associate Vice President Academic Affairs
  - Dr. Evans discussed NOC's Strategic Plan
8. **Other reports.** Resignations/Terminations/New Hires. Ms. Simpson advised that NOC hired two fulltime staff and one fulltime staff member resigned. The University Center hired one fulltime staff.
9. **The New Criteria for Accreditation.** Dr. Pamela Stinson, Higher Learning Commission liaison for NOC discussed Criterion Two: Integrity: Ethical & Responsible Conduct. She plans to discuss a criterion at each monthly meeting.

10. **Tuition and Fees.** On the motion of Regent Smith as seconded by Regent James, the Regents approved the modification of tuition and fees for the Tonkawa and Enid campuses. Voting aye were Regents Cowan, James, Mendez, Smith and Brown. On the motion of Regent James as seconded by Regent Cowan, the Regents approved the modification of tuition and fees for the Stillwater Campus. Voting aye were Regents Cowan, James, Smith and Brown. Regent Mendez abstained.
11. **Institutional Budget for FY2013.** Ms. Simpson presented the Institutional Budget for FY2013. On the motion of Regent Mendez as seconded by Regent Smith, the Regents approved the Institutional Budget for FY2013. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
12. **Transfer of Funds.** On the motion of Regent Cowan as seconded by Regent Mendez, the Regents approved the transfer of \$750,000.00 from fund 290 to fund 295. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
13. **Cooperative Agreement with High Plains Technology Center for the AAS in Electronics Wind Energy Technician Program.** On the motion of Regent Smith as seconded by Regent James, the Regents approved the Cooperative Agreement with High Plains Technology Center for the AAS in Electronics Wind Energy Technician Program. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
14. **Campus Master Plan.** Ms. Simpson presented the Campus Master Plan. On the motion of Regent James as seconded by Regent Cowan, the Regents approved the Campus Master Plan. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
15. **Strategic Planning Contract Services.** On the motion of Regent Mendez as seconded by Regent Smith, the Regents approved the Strategic Planning Contract Services with Penson Associates. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
16. **Future Dates of Board of Regents meetings.** Due to conflicts and previous commitments by the Regents, several future meeting dates were changed. The September 27<sup>th</sup> meeting was moved to September 19<sup>th</sup>; the October 18<sup>th</sup> meeting was moved to October 16<sup>th</sup>; the November 29<sup>th</sup> meeting was moved to November 14<sup>th</sup>; and the December 13<sup>th</sup> meeting was moved to December 17<sup>th</sup>. On the motion of Regent Cowan as seconded by Regent Smith, the Regents approved the changes made to the BOR meeting dates. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
17. **Brand Imaging and Marketing Contract Services.** On the motion of Regent Smith as seconded by Regent Mendez, the Regents approved the Brand Imaging and Marketing Contract Services. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
18. **Election of board officers.** On the motion of Regent Smith as seconded by Regent Mendez, the Regents elected Regent James as Chair for 2012-2013. Voting aye were Regents Cowan, Mendez, Smith and Brown. Regent James abstained. On the motion of Regent Cowan as seconded by Regent James, the Regents elected Regent Smith as Vice Chair for 2012-2013. Voting aye were Regents James, Cowan, Mendez, and Brown. Regent Smith abstained. On the motion of Regent James as seconded by Regent Mendez, the Regents elected Regent Cowan as Secretary for 2012-2013. Voting aye were Regents James, Mendez, Smith and Brown. Regent Cowan abstained.
19. **Monthly financial report.** Ms. Simpson presented the May monthly financial report. On the motion of Regent Cowan as seconded by Regent Smith, the Regents approved May monthly financial report. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
20. **Monthly purchases.** Ms. Simpson presented the monthly purchases for approval. **Purchases of \$5,000.00 or more** were for Additional Chemical Removal, Science-Tonkawa, *Environmental Management Inc.*, \$5,000.00, State contract, Funding source: Capital funds; Asbestos Project Design, *Ecologic, Inc.*, \$5,800.00, Sole source, Funding source: Capital funds (lowest bid was incomplete); New Carpet, Administrative Area-Cowboy Mall Stillwater Campus, *Mock Fashion Floors*, \$8,150.00, (30 oz. carpet-matched existing carpet), Sole source, Funding source: Auxiliary funds; Window Shades, Hall & Interior Classroom Windows Cowboy Mall-Stillwater Campus, *Kirtz Shutters*, \$9,786.00, Funding source: Auxiliary Funds; Production Software-DMI, *CDW-G*, \$6,285.30, National IPA Tech Contract, #083052-01, Funding source: Auxiliary Funds; Software Suite Subscription-DMI, *JourneyEd*, \$6,775.00, Sole source, Funding source: Auxiliary funds; Discovery and Repair of Water Line Valve & Concrete Work for Water Drainage Improvement, *Hembree & Hodgson*, \$8,738.00, Sole source, Funding source: Auxiliary funds;

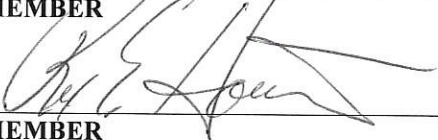
24 Standard Class Desks, DMI, *Spectrum Industries*, \$7,768.32, University of Oklahoma contract, #R10122-10, Funding source: Capital funds; Storm Repair, Tennis Court Electrical, *Welborn Electric*, \$9,350.00, Emergency, Funding source: Capital funds. **Purchases of \$10,000.00 or more** were for Used Forklift-Tonkawa Maintenance, *Medley Material Handling*, \$16,710.00, Funding source: Capital funds; Upgrade & Relocation of ITV-Harold 201 to Third Floor, *SKC Communications*, \$79,619.60, State contract, Funding source; Capital funds; 20 HP Laptops for Faculty-All Campuses, *CDW-G*, \$18,284.60, National IPA Tech Contract, Funding source: Capital funds; Nursing Assessments-All Campuses, *ATI Nursing Education*, \$30,800.00, Sole source, Funding source: Auxiliary funds; Emergency Repair of Damaged Fiber Line-Tonkawa, *Westwind Digital Communications*, \$28,891.00, Funding source: Capital funds; Mattresses & Beds for Dorms-Tonkawa, *OCI*, \$10,915.60, State contract, Funding source: Capital funds; Cafeteria Conveyor System & Addition of New Hobart CL44E Conveyor Dishwasher-Tonkawa, *Curtis Restaurant Supply*, \$56,377.25, Funding source: Auxiliary funds; Electrical Panels for Bell, Bush, Boehme, Threlkeld & Cafeteria; Materials & Supplies-Tonkawa, *Hunzicker Brothers, Inc.*, \$20,930.00, Funding source: Capital funds; (\*all bids have 30% overage to allow for unforeseen needs); Installation of Electrical Panels for Bell, Bush, Boehme, Threlkeld & Cafeteria; Labor-Tonkawa; *Welborn Electric, Inc.*, \$29,000.00, Sole source, Funding source: Capital funds; License Renewal of WEBCT/Blackboard, *Blackboard Finance Operations*, \$17,702.00, Sole source, Funding source: Capital funds; Storm Repair to Wilkin Hall, *Kruse Corporation*, \$40,000.00, Emergency, Funding source: Capital funds; Brand Imaging & Marketing Contract Services, *Peterson Ray & Company*, \$30,000.00, Funding source: E&G funds; Strategic Planning, *Penson Associates, Inc.*, \$35,000.00, Sole source, Funding source: E&G funds; Attorney Fees and Costs, ADA Litigation Settlement, *Ku & Mussman, P.A.*, \$20,500.00, Sole source, Funding source: E&G funds. On the motion of Regent Mendez as seconded by Regent Cowan, the Regents approved the monthly purchases. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.


21. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$305,000.00 for various projects: Instruction Furniture & Equipment, \$115,000.00; Computers & Networking, \$35,000.00; Computers & Networking-Enid, \$5,000.00; Computer Software Fees & Licenses, \$20,000.00; Repair of Educational Facilities, \$20,000; Physical Plant & Equipment, \$110,000.00. . On the motion of Regent James as seconded by Regent Cowan, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Cowan, James, Mendez, Smith and Brown.
22. **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.”
23. **Items for next agenda.**
24. **Announcement of next scheduled meeting; Thursday, July 26, 2012, 12:30 p.m., Enid Campus.**
25. **Special Presentation.**
26. **Adjournment.** Meeting adjourned at 4:00 p.m.

  
 CHAIR

  
 MEMBER

  
 VICE-CHAIR

  
 MEMBER

  
 SECRETARY