

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Wednesday, August 19, 2009, Tonkawa Campus

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

Absent:

Staff present: Dr. Roger Stacy, Judy Colwell, Larry Dye, Dr. Rick Edgington, Bill Johnson, Mike Machia, Ms. Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, Mick Weiberg and Sherry Reubell

1. **Call to order.** Chair Lynn Smith called the meeting to order at 3:02 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.**
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, July 30, 2009 meeting were approved on the motion of Regent J. Smith as seconded by Regent Brown. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
5. **Executive Session.** On the motion of Regent Linda Brown as seconded by Regent James, the Regents went into Executive Session at 3:05 p.m. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
6. **Vote to return to open session.** On the motion of Regent Mendez as seconded by Regent Brown, the Regents voted to return to open session at 4:25 p.m. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith. No motion was made and no action was taken.
7. **Regents' report.** Regent Linda Brown mentioned that former Regent Detten called to say hello to everyone. She announced that tomorrow, August 20, is the University Center's Annual Fundraiser, at the Marland Mansion, from 6:00 p.m. to 8:00 p.m. The money raised tomorrow night will go to the University Center Foundation for scholarships. She mentioned that the University Center was "given" the old United Grocery store building and they should move into the building around July 2010. She announced that Chancellor Glen Johnson will be the guest speaker on September 14 for the Wall of Honor at City Hall. This event will honor people of Ponca City who "give" of their hearts and souls tirelessly to make Ponca City the great city that it is. She announced that Carl and Carolyn Renfro, Fred and Sue Boettcher, Gary Martin, and Pat Evans and the late Jerry Evans will be the first honored on the Wall of Honor.
8. **Recognition of Exemplary Program(s).** Ms. Audrey Schmitz, Professor in the Division of Fine Arts and Director, Eleanor Hays Art Gallery, presented a Power Point presentation showing students working on various art projects and the Raku method of sculpture. She announced that the Eleanor Hays Art Gallery invites special artists to visit and to display their works of art in the Gallery. She invited and welcomed the regents to come see the pieces of art on display.
9. **Executive staff reports**
 - A. Ms. Judy Colwell, Vice President for Academic Affairs, announced that the first week of the fall semester is underway. She handed out an informational packet that contained a list of new faculty and an At a Glance spreadsheet for the week. She advised that Sarah Olson has come aboard to replace J. T. Severe, who resigned. She also passed around a National Junior College Athletic Association Magazine (NJCAA) which recognizes those athletes that have a 4.0 GPA and athletes with distinguished honors. Several NOC students were mentioned from both the Enid and Tonkawa campus. She mentioned that she has begun working on the spring schedule. She advised that an annual articulation meeting with NOC & NWOSU is scheduled for September 1st. She announced that a state wide course equivalency meeting is scheduled for September 24, at University of Central Oklahoma (UCO). She mentioned that Academic Affairs has been doing some group planning on their Strategic Plan. She announced that Articulation Meetings are being planned with high school teachers on Math, Science, Language Arts, and Social Sciences to get students ready for college entry.

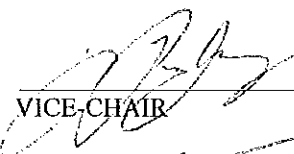
- B. Dr. Ed Vineyard, Vice President for the Enid Campus, announced that Grand Opening for the Planetarium is scheduled for Tuesday, October 27, from 7:30 p.m. to 9:30 p.m. He announced that a group of people are trying to put together an Arts District, downtown Enid, and Steve Glazier, Director of Counseling Services, has been chosen chair. He mentioned that the flashing lights have been installed and are waiting for the power supply to be hooked up. He announced that tomorrow, at Northwestern, the Enid Chamber is giving NOC & NWOSU a Welcome Back event. He mentioned that it is a record year for dorm living and NOC Enid has 148 students living in the dorms, which is up 6% from last year. He displayed the official dorm move-in shirt which shows J. J. the Jet pilot, NOC's mascot. He advised that NOC Enid has 43 students involved in a Health program at Tech Centers. He announced that Enid is heavy on male students this semester. He noted that the semester is off to a good start and he thanked Larry Dye and his crew for the tremendous work getting the Marshall Building, Planetarium, ITV studios, and etc. ready for the fall semester.
- C. Ms. Debbie Quirey, Associate Vice President of Stillwater Campus, also wanted to thank Larry Dye and his crew for a successful transition to the new offices. She advised they had their first annual Welcome Back event for the freshmen students Monday night and had a good showing of the faculty and staff. She mentioned that for the sports events, one of their wheel-chair basketball players got a full ride scholarship to The University of Texas (UT) at Arlington, TX. She mentioned that they have created office space for the Department of Commerce. Barry Clark, who is the rural development specialist for the Department of Commerce, will be housed at Cowboy Mall. She thanked her staff for working tirelessly trying to get students enrolled. She mentioned that they worked Saturdays and had extended hours like the rest of the campuses and this hard work puts pressure on those who work all day then have extended hours and weekends added to that. She mentioned that enrollment is up and that is very exciting in light of the economy being like it is. She noted that they are beginning to see some veterans coming to take advantage of the new educational benefit package and she believes they will see more to come.
- D. Mr. Mick Weiberg, Vice President for Student Services, announced that residence hall living is up with the men's dorms being full and the women's dorms are not quite full. He stated that growth is good. He stated that a Swine Flu report will be distributed to the campuses. He further mentioned that the required terrorist report has been given to security. He handed out a contact report done by the counselors.
- E. Ms. Anita Simpson, Vice President for Financial Affairs, commented that the extended hours for student enrollment services at the beginning of the Fall semester was beneficial for students. The extended hours enabled students, parents, and working adults to take care of enrollment issues and purchase books and supplies early. Ms. Simpson presented several reports relating to funds held by the Commissioners of the Land Office. These reports included total amounts held in College Permanent Funds for each institution and the Apportionment Revenues to College and Universities for FY2008 and FY2009. In addition, monthly details for FY2007 through FY2009 of land commission appropriations and interest income for NOC were presented. Ms. Simpson advised that she will have a report of allocations of 600-650 funds for the next meeting. As announced by the State Treasurer, state appropriations for all agencies were cut 5% in August 2009. An analysis of the Educational and General (E&G) State Appropriations dating from FY2000 to FY2010 was presented for a historical reference of past increases and decreases in state appropriations. Information presented also included pages from the Oklahoma State Regents for Higher Education report of Salaries in the Oklahoma State System of Higher Education for FY2008-2009. The reports reflected ninety-four 9-10 month faculty with an average salary of \$45,989, and three 11-12 month faculty with an average salary of \$53,887 for Northern Oklahoma College. Additional sheets reflected average benefit information, additional income from extra teaching assignments, and selected administrative positions.
- F. Dr. Rick Edgington, Associate Vice President of Enrollment Management and Registrar, announced that summer semester 2009 is closed. He mentioned that Enid had 31 summer graduates and Tonkawa had 61 summer graduates. He mentioned that if we compare 2007-2008 to 2009, summer was stable in ITV courses in Tonkawa and Stillwater was down. This resulted in a loss of approximately \$59,000.00. He stated that for fall 2009, today is peak enrollment day. He stated that from here on out, students will drop and approximately 25 students will drop from Tonkawa and approximately 15-75 students will drop from Stillwater. He thanked Sheri Snyder and her recruiters, Emily Beier and Jodi Ackerman, Dr. Pamela Stinson and Ms. Judy Colwell for a successful Northern Exposure, for sending cards and making phone calls. At this point, Regent Linda Brown commended Dr. Edgington for a tremendous job well done. She thanked him for not waiting on the students to come to us but going after them.

- G. Ms. Sheri Snyder, Vice President for Development and Community Relations, announced that NOC merchandise will be sold now in Wal-Mart at Enid, Ponca City, and Blackwell. Additional marketing and promotions efforts for NOC will include academic program TV commercials and billboards in the Northern Oklahoma and Southern Kansas market. She mentioned that the NOC Foundation will sponsor a table at the Oklahoma Hall of Fame induction Ceremony in November. She announced that Dr. Don Betz, President at Northeastern State University, will be the guest lecturer for the Carl and Carolyn Endowed Lectureship Program in November. She stated that the NOC Foundation Board will meet August 26. She handed out NOC website information and a calendar of events.
- H. Mr. Mike Machia, Director of Information and Instructional Technology, stated that the IT crew is busy getting Marshall Building ready for school to start and he announced that there were no major problems moving the ITV studios. He was pleased that things went very well. He stated that he is waiting on quotes for the laptops and desktops for the staff. He stated that students can access loan information through the portal.
- I. Mr. Larry Dye, Associate Vice President of Physical Operations, announced that school started well with no major problems. He commended the Enid crew for all their hard work on the Marshall Building and Zollars Building. He stated that the restrooms in Marshall Building are being readied for the beginning of the fall semester. He mentioned that the golf carts are in Tonkawa. He announced that the pool is being drained to repair the grates. He also announced that the women's varsity dressing room has air conditioning. He noted that the fence at the softball field needed to be extended due to a new ruling. He stated that the leaking metal roof is being repaired. He has been appointed to chair an energy committee. He announced that he will set up teams and team captains on each floor in each building. He handed out an NOC Tonkawa electrical spreadsheet with comparisons from June 2008 to June 2009. He added that due to the ABS System, 4-10 hr days, controlling the temperature, turning off lights, computers, and etc., contributed to the utilities being down.
10. **President's Report.** Dr. Stacy mentioned President Obama's proposed multibillion-dollar investment for two-year community colleges. He advised that NOC should be "shovel ready" for projects. He announced that the O'Connor Family has donated a family bench to the NOC campus and the bench will be placed west of the KPAC in the cul-de-sac. He arranged for a video about the Cell Tower on Wheels (COW) to be shown and he mentioned that this communication is necessary for security for NOC and the City of Tonkawa.
11. **Other Reports:**
12. **Group Three Trustee(s) of Northern Oklahoma College Foundation, Inc.** Ms. Snyder had no nomination.
13. **Agreement with Regional University System of Oklahoma.** Ms. Simpson requested approval to enter into an inter local agreement with Regional University System of Oklahoma (RUSO) and participating entities of Higher Education for health, dental, vision, and COBRA insurance. On the motion of Regent Brown as seconded by Regent Mendez, the Regents approved the request to enter into an inter local agreement with Regional University System of Oklahoma (RUSO) and participating entities of Higher Education for health, dental, vision, and COBRA insurance. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
14. **Complete Expenditure on the President's House.** Ms. Simpson presented the final expenditures of \$82,787 for the President's House. On the motion of Regent James as seconded by Regent J. Smith, the Regents approved the final expenditures for the President's House. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
15. **Position Title Changes.** Ms. Judy Colwell requested approval of position title changes for Dr. Michael Cronin, Dean of Student Services, Stillwater, to Director, Academic Support Services and for Wade Watkins, Director, International Studies, Stillwater, to Dean of Global Education for all three campuses. On the motion of Regent Mendez as seconded by Regent Brown, the Regents approved the request for Position Title Changes. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
16. **Fall and Thanksgiving Breaks.** Dr. Roger Stacy presented a request for all employees to participate in our Fall Break recess October 15-16, and for Thanksgiving Break to include Wednesday, November 25, 2009. On the motion of Regent James as seconded by Regent Brown, the Regents approved the request for all employees to participate in our Fall Break recess October 15-16, and for Thanksgiving Break to include Wednesday, November 25, 2009. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.

17. **Section 13 600-650 allocation request for various projects.** Ms. Simpson presented Section 13 600-650 allocation requests of \$95,787.00 for approval. On the motion of Regent Brown as seconded by Regent James, the Regents approved the request. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
18. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report for the month of July 2009. On the motion of Regent Brown as seconded by Regent James, the Regents approved the monthly financial report. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
19. **Monthly Purchases.** Ms. Simpson presented the purchases for August 2009. Purchases for \$5,000.00 or more were for: 2 Camcorders-Digital Media Institute, *Adorama Camera*, \$9,599.90; Handicap Ramp-Enid Science building, *CH Concrete*, \$7,200.00; Handicap Parking-CDSA Building, *CH Concrete*, \$9,000.00; Women's Basketball Uniforms-Tonkawa, *Baptist's Athletic Supply*, \$7,276.73. Purchases for \$10,000.00 or more were for: Zollars, Marshall, Everest Building Renovations, *Diversified Construction of Oklahoma*, \$121,380.30; Enid Maintenance Building, *Sooner Construction Company*, \$105,984.00; Hardwood Dance Floor-KPAC Choir Room, *Arbo's Hardwood & Sports Floor Supply*, \$13,040.56; Compass Testing Units, *ACT*, \$10,125.00, sole source; Plagiarism Prevention Software, *iParadigms LLC*, \$15,130.00, sole source; Roofing-Foster-Piper Field house, *Metal Roof Contractors Inc*, \$12,770.00, emergency. On the motion of Regent Brown as seconded by Regent James, the recommendation was approved. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith.
20. **New Business.** Consideration of "any matter not known about or which could not have been reasonably foreseen prior to the time of posting agenda." No new business.
21. **Items for next agenda.**
22. **Announcement of next scheduled meeting: Thursday, September 17, 2009, Tonkawa Campus**
23. **Adjournment.** On the motion of Regent Brown as seconded by Regent Mendez, the Regents voted to adjourn. Voting aye were Regents Brown, James, Mendez, J. Smith, and L. Smith. Chair Lynn Smith announced the meeting adjourned at 8:30 p.m.



CHAIR



VICE-CHAIR



SECRETARY



MEMBER



MEMBER