

WHAT'S HAPPENING AT NOC: TONKAWA, ENID AND STILLWATER
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(June18 - 25, 2010)

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Calendar of events

Friday, June 18

Tonkawa/Enid/Stillwater:

No classes and the NOC offices are closed

Saturday, June 19 - Sunday, June 20

Tonkawa/Enid/Stillwater:

No activities scheduled

Monday, June 21

Tonkawa/Enid/Stillwater:

Begin second six-week online classes

Tuesday, June 22

Tonkawa/Enid/Stillwater:

Final day to add online classes

Wednesday, June 23

Tonkawa/Enid/Stillwater:

Final day to drop online classes

Thursday, June 24

Tonkawa/Enid/Stillwater:

End first six-week classes and finals

Friday, June 25

Tonkawa/Enid/Stillwater:

No classes and the NOC offices are closed.

Upcoming Events

Thursday, July 1

Tonkawa/Enid/Stillwater:

End four-week classes and finals

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News from Northern

Brief Announcements:

- **Help wanted** - Mike Machia, NOC director of IT Services, said, "The IT Department is still in need of filling a student worker position in Enid. With the amount of projects on the campus this summer we are looking for approximately 40 hours a week. If you know of anyone please have them fill out the Student Employment Application and let Steve or myself know." Mike's phone number is 580.628.6267 and his email is michael.machia@north-ok.edu.
 - **Relay for Life set for July 16** - It's time again to get geared up for the American Cancer Society's Relay for Life of Blackwell/Tonkawa. This year's event will begin July 16 at 7 p.m. and end July 17 at 7 a.m. on the NOC Tonkawa campus. Relay for Life involves teams of 8 – 15 runners/walkers in a noncompetitive event to raise not only money, but also cancer awareness and the work of the American Cancer Society. Each team member is responsible for raising a minimum of \$100 for the American Cancer Society. This can be done by participating in team or individual fundraising. If you are interested in being part of the NOC team, please contact Kirby at x6789 or kirby.tickel@north-ok.edu by Monday, April 26.
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Conneywerdy receives top honors at Comanche Nation Graduate Banquet

Hope Conneywerdy from Red Rock, Oklahoma was recently named the "Comanche Nation Outstanding High School Graduate of the Year" where she was awarded a laptop computer. The Comanche Nation Tribal Graduate Banquet was held at Cameron University in Lawton on May 28th. There were over 140 high school graduates. The award was announced by Mrs. Delores Twohatchet, Comanche Nation Education Director.

Hope is a member of the Comanche Nation and a 2010 graduate of Frontier High School. She was the Salutatorian and served as Vice-President and

Student Council Representative for her senior class. Hope finished her basketball and golf careers at Frontier as a double all-stater. In addition, Hope completed 18 hours of college credit with Northern Oklahoma College at Tonkawa where she was a member of the Northern Thunder Club.

Hope plans to continue her education this fall and major in medicine. Hope's parents are Cruz and Gina and she has a little sister named, Autumn. Gina is a counselor at NOC in Tonkawa.



Hope Conneywerdy

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Josh Percy, son of Dean and Terri Percy, helps rescues 17 year-old girl from OKC floodwaters

Dean & Terri Percy's son, Josh Percy, is a Corporal with Oklahoma City Firefighters and a member of the Urban Search and Rescue team. Dean and Terri are Northern Oklahoma College employees on the Tonkawa campus.

Josh and two other firefighters were the team to rescue the 17 year-old girl and other firefighters from floodwaters earlier this week.

News footage of this rescue has been seen around the world on various news agency websites.

Josh, along with a fellow OKC firefighter and the 17 year-old girl were interviewed on CNN, the CBS Morning Show, ABC's Good Morning America and FOX American Newsroom this morning.

"Mom, Dad, sister Megan and his wife Amy are very proud of him," said Dean Percy.

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NOC President Dr. Roger Stacy resigns; Poole appointed acting president

The Northern Oklahoma College Board of Regents held a special meeting Monday and voted unanimously to accept NOC President Dr. Roger Stacy's resignation effective Aug. 31, 2010. Stacy will be working on special projects until then.

After a one-hour executive session the regents appointed Tom Poole as the acting NOC president. Poole will assume his duties Monday, June 21 and continue until a permanent president is selected. Judy Colwell, NOC vice president for academic affairs will assume the duties of ranking administrative officer until June 21.

A written statement signed by all five regents, Linda Brown, Keith James, Dr. Jesse Mendez, Jeff Smith and Chairman Lynn Smith, was read during the open session and emailed to all NOC employees, it reads:

"To: All NOC Employees.

"From: The NOC Board of Regents

"This is to inform that the NOC Board of Regents has selected Mr.

Tom Poole to fill the position of acting president.

"Mr. Poole has agreed to come out of retirement from Northeastern Oklahoma A&M College where he served for 26 years as Vice President for Fiscal Affairs. He also served as Interim President of Northeastern. He possesses 42 years of higher education management.

"Mr. Poole is one of the most knowledgeable and respected college administrators in the State of Oklahoma and beyond. His wide range of experience with community college management, together with his experience as an instructor of accounting and finance, give him credibility with both administrators and faculty as well as with the Office of the Chancellor for Higher Education and the executive administrators of colleges and universities throughout Oklahoma.

"Mr. Poole will not be a candidate for the Presidency of NOC but has the complete support and confidence of the Board and full authority of a President.

"It is our expectation that each of us in the NOC family, at every level, will continue to perform our duties in the most professional manner, consistent with the behavior of an exemplary learning community.

"Yours for NOC, Ms. Linda Brown, Mr. Keith James, Dr. Jesse Mendez, Mr. Jeff Smith, Mr. Lynn Smith."

Stacy's letter of resignation was addressed to Lynn Smith and read: "Dear Regent Smith: Please accept this letter of resignation from the position of President effective August 31, 2010. Northern is a most prestigious institution and it has been an honor to have been a part of the administrative team for the last twelve years. This administration has enjoyed exemplary support from faculty, staff, students, industry, and especially the communities served by Northern.

"Northern Oklahoma College has a very rich tradition and such outstanding faculty and staff members. Most assuredly, Northern will continue to do great things in the future."



Tom Poole



Dr. Roger Stacy

Related stories: (click on the headline to read the entire story)

The Tonkawa News:

June 13, 2010, [Tom Poole named interim President of Northern](#) — At special meeting of the Northern Board of Regents Monday afternoon, Tom Poole was named interim president of Northern Oklahoma College.

June 17, 2010, [Tom Poole will be Northern acting president Dr. Roger Stacy resigns after two years](#), Tom Poole, a retired college administrator from NEO A&M, Miami, OK, has been named acting president of Northern Oklahoma College . . .

The Ponca City News:

June 15, 2010, [Regents Appoint Acting President](#) , TONKAWA — The Northern Oklahoma College Board of Regents accepted a letter of resignation from NOC President Roger Stacy and appointed Tom Poole as acting president.

June 13, 2010, [NOC President Issues Letter of Resignation](#), TONKAWA — Dr. Roger Stacy issued a letter of resignation as president of Northern Oklahoma College at 11 a.m. on Friday.

Enid News & Eagle:

June 15, 2010, [NOC president stepping down](#), ENID — Roger Stacy, president of Northern Oklahoma College for less than two years, has resigned his post effective Aug. 31.

The Newkirk Herald Journal:

June 17, 2010, [NOC president Dr. Roger Stacy resigns](#); Tom Poole named interim president.

The Oklahoman:

[**NOC president announces resignation after two years**](#)

(click on the headline to read the entire story)

BY DARLA SLIPKE 1

Published: June 17, 2010 on the website www.Newsok.com

TONKAWA —The president of [Northern Oklahoma College](#) said Wednesday he is resigning after two years on the job to pursue other interests.



Roger Stacy

Multimedia

Photo [view all photos](#)



[**NOC president announces resignation after two years**](#)

**Related Venues**

- [Northern Oklahoma College](#)
*1220 E Grand Ave
Tonkawa, OK*

[Roger Stacy](#), who served as vice president for academic affairs for 10 years before taking over as president in 2008, will work on "special projects" from home until his official resignation on Aug. 31, officials announced this week. He no longer serves as ranking administrative officer. ([Read the entire story](#))

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HAPPY BIRTHDAY!

NOC employees celebrating June Birthdays: Kirby Tickel (2), Barbara Stadler (3), Alice Neville and Dawn Kimmes (5), Rick Edgington (8), Teresa Rhynard (9), Starla Reed (11), Steve McClaren and Peggy Hager (14), Kim Webb (16), Mark Silkey (18), Alice Swart and Terri Sunderland (20), Jeremy Stillwell and Deborah Garoutte (21), Delisa Ging (23), Joyce Daniel (24), Amanda Oliver and Susan Hollman (27) and Mike Cronin (31). If anyone needs to be added to the list, contact Jill Dark at Phone: 580.628.6232.

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NOC Board of Regents June 10, 2010 meeting information (click on the item below to view details):

[President's report – Dr. Roger Stacy](#)

Leadership Team reports:

[Ms. Judy Colwell, Vice President for Academic Affairs](#)

[Dr. Ed Vineyard, Vice President for Enid Campus](#)

[Ms. Debbie Quirey, Associate Vice President of Stillwater Campus](#)

[Ms. Anita Simpson, Vice President for Financial Affairs](#)

[Dr. Rick Edgington, Associate Vice President of Enrollment Management; Registrar](#)

[Mr. Michael Machia, Director for Information & Instructional Technology](#)

[Mr. Larry Dye, Associate Vice President of Physical Operations](#)

[Ms. Sheri Snyder, Vice President for Development and Community Relations](#)

[Minutes of the May 13, 2010 meeting \(unofficial not yet approved by the Regents\)](#)

[Agenda \(tentative\) for the June 10 2010, meeting](#)

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“Hope 5k” run/1 mile fun walk to benefit American Cancer Society set for June 26

Northern Oklahoma College Relay for Life team and American Iron Sports will co-sponsor the “Hope 5k” fundraiser to benefit the American Cancer Society Saturday, June 26 on the NOC Tonkawa campus. The event includes a 5k run and one mile fun walk and will begin at 8:15 a.m. with registration from 7– 8 a.m.

Registration is \$25 before Monday, June 21 and \$30 after that. You can pre-register by downloading the form from www.americanironsports.com and mailing it to NOC, c/o Kirby Tickel, P.O. Box 310, Tonkawa, OK 74653 or you may pick up a form at NOC in Tonkawa or American Iron Sports in Stillwater.

Pre-registered participants will receive a free t-shirt.

If you have questions or need additional information, contact Tickel at 580.628.6789 or Kirby.tickel@north-ok.edu. [Read more](#) ~

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NOC hosts Arts Adventure Camp July 19 - 23

Arts Adventure 2010 invites all area youngsters entering Grades 6 through 12 to spend a fun-filled week exploring the arts at the annual Arts Adventure day camp July 19-23. Brochures with registration forms are available at area Chambers of Commerce, public libraries and from the Northern Oklahoma College website.

Nineteen awesome classes in the areas of visual arts, computer graphics, instrumental and vocal music, photography, dance, theatre and writing will be held on the NOC Tonkawa campus with its large, air-conditioned classrooms. Enthusiastic teachers, tops in their fields, will have new and inspiring ideas to help students express their own personalities through the arts. Apprentices aid the teachers in providing one-on-one attention and assistance to make each class a positive and enjoyable learning experience.

Total cost for the camp is \$135 and includes an Arts Adventure t-shirt and a camp photo. Students must provide their own transportation; however, Cimarron Transit will provide group transportation from Ponca City to Tonkawa and back at a cost of \$40 per person for the week. Call 580-728-0444 to make arrangements with Cimarron Transit.

June 18 is the deadline for registrations, but campers should register as soon as possible since classes fill early. Registration forms, along with a \$35 registration fee, should be mailed to Arts Adventure, c/o Kerri Gray, PO Box 310, Tonkawa, OK 74653-0310. Scholarships based on financial need are available upon request, accompanied by the \$35 registration fee. The remaining \$100 camp fee is due July 5.

Classes include Adinkra/Tie-Dye, Cartooning, Choir Showcase, Computer Animation, Computer Graphics, Computer Music, Concert Band, Creative Dance, Creative Writing, Digital Photography, Jewelry Making, Mask Making, Native American Arts,

Printmaking/Painting, Puppetry, Sculpture, Theatre and Video Production. Concert Band enrollees must provide their own instruments and must have had at least one year's experience with the instrument. Digital Photography enrollees must provide their own digital cameras.

Arts Adventure begins at 9 a.m. and ends at 4 p.m. Monday through Friday. Students may choose a morning (9 a.m.-noon) and an afternoon (1-4 p.m.) class. Campers will show off their best work at a free extravaganza exhibition and performance in the Kinzer Performing Arts Center Friday evening.

For more information or for registration forms, call 580-767-1439 or 580-628-0243, or visit the NOC website at www.north-ok.edu and click on Community, then Arts Adventure.

Arts Adventure is made possible through the National Endowment for the Arts, the Oklahoma Arts Council and area businesses and individuals.

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NOC/SMC health care partnership provides strong, competent nursing graduates

For more than six years, Northern Oklahoma College (NOC) and Stillwater Medical Center (SMC) have participated in a partnership that has provided strong, competent nursing graduates. SMC has provided funds for a full-time NOC sophomore faculty member, helps pay part of the rent for the Stillwater site, donates skills lab supplies to the nursing students and provides scholarships to nursing students from SMC. The project began with four sophomore students and has grown to 34 sophomores and 32 freshmen.

NOC students utilize SMC facilities for all types of clinical/practicum learning such as maternity, surgery, intensive care, emergency room, medical, and pre- and post-op. Their commitment to the partnership with NOC is just one way SMC is striving to achieve their vision and mission.

NOC relies upon SMC to provide its students with learning experiences that are gained outside of the boundaries of the classroom. In return, the Medical

Center is rewarded by NOC's steady supply of qualified workforce.

"NOC sincerely appreciates the gracious financial support provided by the Stillwater Medical Center. Through this collaborative effort it is exciting to experience the impact on the Stillwater community and surrounding area that our partnership has enabled. We feel this is a unique opportunity to perpetuate continuous quality improvement between higher education and the health care area," said NOC President Dr. Roger Stacy.

At a recent Oklahoma State Regents for Higher Education's Partnership Recognition Program banquet, Dr. Glen Johnson, chancellor of the Oklahoma State System of Higher Education said, "To improve Oklahoma's future, we need higher education and businesses to develop successful partnerships and training programs. Through these partnerships, students receive hands-on, career-related experiences and better preparation for college. With these

partnerships in place, Oklahoma can better train future employees and strengthen its position in the global marketplace."



Representing NOC and SMC at the recent Partnership Recognition Program banquet, from the left, are Dr. Pam Stinson, NOC dean of instruction; Kim Webb, NOC Nursing Division chair; Liz Michael, vice president of Patient Care Services for SMC; and Traci Schwerdtfeger, Northwest Consortium director

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NOC RELAY FOR LIFE American Cancer Society Hope 5k

5K RUN / 1 MILE FUN WALK

**SPONSORED BY: NORTHERN OKLAHOMA COLLEGE RELAY FOR LIFE TEAM
& AMERICAN IRON SPORTS - STILLWATER, OKLAHOMA**

SATURDAY, JUNE 26TH

**NORTHERN OKLAHOMA COLLEGE
TONKAWA CAMPUS**

**REGISTRATION:
\$25 BEFORE MONDAY JUNE 21ST
AFTER JUNE 21ST \$30
PRE-REGISTERED PARTICIPANTS WILL
RECEIVE A FREE T-SHIRT!**



YOU CAN PRE-REGISTER THE FOLLOWING WAYS:

- 1** **DOWNLOAD THE FORM AT WWW.AMERICANIRONSPORTS.COM**
- 2** **MAIL TO:
NORTHERN OKLAHOMA COLLEGE
C/O KIRBY TICKEL
PO BOX 310
TONKAWA, OK 74653**
- 3** **PICK UP A REGISTRATION FORM AT
NORTHERN OKLAHOMA COLLEGE -TONKAWA CAMPUS
OR AMERICAN IRON SPORTS - STILLWATER, OK**

**RACE DAY EVENTS
7AM - 8AM REGISTRATION
8:15 AM RACE KICKOFF
DOOR PRIZES FOLLOWING RACE**

**PROCEEDS BENEFIT RELAY FOR LIFE
JOIN US IN OUR FIGHT AGAINST CANCER!!!**

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Employment opportunities at NOC

- [Part-time Assistant Women's Basketball Coach - NOC Enid Campus](#)
- [Part-time Assistant Men's Basketball Coach - NOC Enid Campus](#)
- [Adjunct faculty to teach basic and freshman composition](#)
- [Academic Advisor – Enid](#)
- [Webmaster - Tonkawa](#)
- [Dorm Parent/ Assistant Men's Basketball Coach - Tonkawa](#)
- [Adjunct instructor for the Agriculture & Life Sciences Division - Tonkawa](#)
- [Adjunct instructors for Sociology and Psychology - Stillwater](#)
- [Full-time, tenure-track instructor for Criminal Justice – Tonkawa/Enid](#)
- [Heat & Air Technician – Tonkawa](#)

<http://northok.publishpath.com/employment-opportunities> - This link will connect you to more details and downloadable job applications.

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Adjunct faculty to teach basic and freshman composition

Northern Oklahoma College has openings for adjunct faculty to teach basic and freshman composition courses on our campuses in Enid, Stillwater, and Tonkawa beginning in the fall 2010 semester. A minimum of a master's degree is required; experience teaching via interactive television is a plus. Applications will be considered until the positions are filled. Applicants need to submit an application form available on line at www.north-ok.edu, a letter of application, résumé, current official transcripts, and three letters of professional reference to the Human Resource Department, Northern Oklahoma College, P.O. Box 310, Tonkawa, OK 74653. *EOE*

bj061610

JOB OPPORTUNITY

Part-time Assistant Men's Basketball Coach NOC Enid Campus

Northern Oklahoma College, Enid Campus, is accepting applications for a Part-time Assistant Men's Basketball Coach. Northern is a NJCAA Division I school and a member of the Oklahoma Junior College Athletic Conference. The coaching duties and responsibilities include but are not limited to the following: assisting the head coach in planning and organizing all phases of a NJCAA men's basketball program, recruitment and evaluation of prospective student-athletes and related travel, scouting of assigned opponents, assisting head coach in preparation and conduct of practices and games and overseeing academic progress; job will also include other educational duties. Candidates must have an understanding and working knowledge of NJCAA rules. Qualifications include a minimum educational level of a bachelor's degree and coaching experience is preferred. Application review will begin immediately and will continue until the position is filled. Applicants will need to submit a letter of application, an application form available online at www.north-ok.edu, a resume, and three letters of professional recommendation to Human Resource Department, Northern Oklahoma College, P.O. Box 310, Tonkawa, OK 74653.

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JOB OPPORTUNITY, Part-time Assistant Women's Basketball Coach - NOC Enid Campus

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bj061610

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NORTHERN OKLAHOMA COLLEGE, ENID CAMPUS

Position Title: Academic Advisor
Department: TRiO Upward Bound
Reports to: Director of TRiO Upward Bound
Job Group Title: Administrative Services Contributor
Job Group Class Code: 4385
FLSA Status: Exempt

SUMMARY: Reporting to the Director of TRiO Upward Bound, the Academic Advisor assumes primary responsibilities for Northern Oklahoma College's Upward Bound academic advisement of high school participants. The Academic Advisor recruits participants, maintains detailed records, meets with, advises, counsels, and tutors all program participants regularly, maintains working relationships with multiple agencies, schools, and institutions. Position requires flexible availability in evenings and weekends.

ESSENTIAL DUTIES AND RESPONSIBILITIES include:

- Recruits participants as identified by grant.
- Secures all required applications and forms for student admission.
- Keeps record of student, parent and school advisory sessions (hard copy and database).
- Provides a college readiness, study skills based curriculum at Saturday sessions and advisory meetings.
- Keeps track of GPA, OHLAP application, ACT preparation.
- Develops IEP – Individual Education Plan for each student.
- Provides assistance in college selection and admissions process.
- Works with parents to encourage and support students throughout high school and into college.
- Makes necessary contact with parents re: UB participation and support.
- Works with school counselors to co-counsel students in educational matters.
- Maintains a working relationship with public schools to access students for guidance activities.
- Makes routine, scheduled school visits.
- Provides or recommends guidance and/or counseling to students on an as needs basis.

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The Academic Advisor must have strong communication skills, be knowledgeable in the world of high school to college academia (GPA, OHLAP, ACT, etc). Independent judgment and initiative in the planning, organization, and performance is required. The Academic Advisor must establish and maintain cooperative working relationships with students, parents, teachers, counselors, administrators, and other programs and agencies, demonstrate creativity and self-motivation, and effective oral and written communication skills and attention to detail.

EDUCATION and/or EXPERIENCE: A minimum educational level of a bachelor degree and experience with low-income first generation college bound students is required. Prefer educational level of master degree with counseling experience or licensure and/or experience with TRIO programs. Also prefer individual who has faced barriers similar to those of participants.

PHYSICAL DEMANDS: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

bj061010

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NORTHERN OKLAHOMA COLLEGE - Position Description

Position Title: Webmaster
Department: Development and Community Relations
Reports to: Vice President for Development and Community Relations
Director of Information Technology
Job Group Title: Technical/Professional Services Specialist
Job Group Class Code: 5585
FLSA Status: Exempt

SUMMARY: Reporting to the Vice President for Development and Community Relations as well as the Director of Information Technology, the Webmaster assumes primary responsibilities for Northern Oklahoma College's website and portal system. The Webmaster maintains content and oversees day-to-day management as well as assures quality and integrity of the college's presence on the World Wide Web.

ESSENTIAL DUTIES AND RESPONSIBILITIES include:

- Planning, construction, development and maintenance of NOC's website including updating all staff, student, faculty and community information
- Develop content management procedures including access and training for faculty, staff and students to update their information on the website and portals
- Research and develop new ways of utilizing NOC's online services
- Maintain the NOC portal system and hardware that supplements the website
- Track and report website statistics
- Maintain Alert Text Messaging responsibilities for the college
- Work with the various departments on marketing, advertising and promotional initiatives as it relates to the website
- Assume other responsibilities as assigned and will work on various special projects/assignments as they may arise

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The Webmaster must have strong web design skills which include the ability to edit HTML and JavaScript skills; knowledgeable in Microsoft Office applications and Adobe Suite applications. Independent judgment and initiative in the planning, organization, and performance of responsible Webmaster work is required. The Webmaster must establish and maintain cooperative working relationships with those contacted in the course of work; demonstrate creativity, effective oral and written communication skills and attention to detail.

EDUCATION and/or EXPERIENCE: A minimum educational level of an associate degree; or one to two years related experience; or equivalent combination of education and experience is required.

PHYSICAL DEMANDS: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

bj060210

Dorm Parent/Part-time Assistant Men's Basketball Coach – NOC Tonkawa Campus

Northern Oklahoma College, Tonkawa Campus, is accepting applications for a full-time Dorm Parent/part-time Assistant Men's Basketball Coach. Northern is a NJCAA Division I school and a member of the Oklahoma Junior College Athletic Conference. Dorm Parent duties and responsibilities are: Supervise student workers, support student activities, check in/out students, be available for students, pick up mail for students, enforce rules, know basic first-aid in case of emergency situation, coordinate decorating, enforce visitation rules, collect and distribute students' mail, act as liaison for students and the office of student services, inspect residence hall, assure students safety in the dormitory, report potential problems or extreme violations to Dean of Students, report maintenance problems, mediate student's problem and direct student to appropriate help source. The coaching duties and responsibilities include but are not limited to the following: assisting the head coach in planning and organizing all phases of a NJCAA men's basketball program, recruitment and evaluation of prospective student-athletes and related travel, scouting of assigned opponents, assisting head coach in preparation and conduct of practices and games and overseeing academic progress; job will also include other educational duties. Candidates must have an understanding and working knowledge of NJCAA rules. Qualifications include a minimum educational level of a bachelor's degree and coaching experience is preferred. Application review will begin immediately and will continue until the position is filled. Applicants will need to submit a letter of application, an application form available online at www.north-ok.edu, a resume, and three letters of professional recommendation to Human Resource Department, Northern Oklahoma College, P.O. Box 310, Tonkawa, OK 74653.

bj052010

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Adjunct instructor for the Agriculture & Life Sciences Division in Tonkawa — The teaching area includes General Biological Science and Biology Labs. Applications will be taken until the position is filled. Minimum requirement is a bachelor's degree. A master's degree and previous teaching experience is preferred. Applicants will need to submit an application form available online at website www.north-ok.edu, a letter of application, resume, and transcripts, and three letters of professional reference to the Human Resource Department, Northern Oklahoma College, P.O. Box 310, Tonkawa, OK 74653. EOE

bj042310

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Adjunct instructors for Sociology and Psychology in Stillwater — for the fall 2010 Semester. Applications will be taken until the position is filled. A minimum of a master's degree is required. Applicants will need to submit an application form available online at www.north-ok.edu, a letter of application, resume, official transcripts, and three letters of professional reference to the Human Resource Department, Northern Oklahoma College, P.O. Box 310, Tonkawa, OK 74653. EOE

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NOC Tonkawa/Enid is seeking a full-time, tenure-track instructor for Criminal Justice.

The teaching areas include but are not restricted to Introduction to Criminal Justice, Criminal Law, Criminal Evidence, Juvenile Delinquency, Criminal Investigation, and Corrections. The successful applicant will have teaching and advising responsibilities on both the Tonkawa and Enid campuses. The successful applicant will further be responsible for the recruitment of students and the development of curriculum within the Criminal Justice program, as well as documenting program assessment. Applications will be taken until the position is filled. A minimum of a master's degree and previous teaching experience is preferred. Applicants will need to submit an application form available online at website www.north-ok.edu, a letter of application, resume, transcripts, and three letters of professional reference to the Human Resource Department, Northern Oklahoma College, P.O. Box 310, Tonkawa, OK 74653. EOE.

bj041610

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NORTHERN OKLAHOMA COLLEGE - Position Description

Position Title: Heat & Air Technician
Department: Physical Plant
Reports to: Associate Vice President of Physical Operations
Job Group Title: Skilled Craft Support Staff II
Job Group Class Code: 2480
FLSA Status: Non-Exempt

SUMMARY: Maintain heating and air conditioning to every room on campus.

ESSENTIAL DUTIES AND RESPONSIBILITIES include:

- Maintain heating and air conditioning to every room on campus, including thermostats
- Troubleshoot reported problems
- Change filters on each unit, up to 6 filters per unit
- Maintain 5 ice machines, 3 refrigerators, 1 freezer
- Keep inventory of filters
- Replace motors, belts, compressors, grease bearings, fans, etc.
- There are approximately 414 units-each has at least one compressor, one motor, one fan, one belt, two bearings/some units have 2 of each, some have 3, depending on the unit

QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

EDUCATION and/or EXPERIENCE: A minimum educational level of an associate degree; or one to two years related experience; or equivalent combination of education and experience is required.

PHYSICAL DEMANDS: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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The NOC *What's Happening* is published every Friday by Northern Oklahoma College, Public Information Office, except Dec. 25, 2009; Jan. 1, Mar. 19 and Nov. 27, 2010. Distribution: NOC-Adjunct, NOC-Admin, NOC-Faculty, NOC-Staff, Linda Brown, Lynn Smith and the NOC Website in PDF format at <http://northok.publishpath.com/nocnews> where previous editions are also available.

Additional information about NOC is available at www.north-ok.edu.

If you have something you would like included in the "What's Happening" weekly e-newsletter please call or email Bill Johnson, publisher at: bill.johnson@north-ok.edu or call 1.580.628.6444.

The End

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