

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Tuesday, October 15, 2013, Tonkawa Campus

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

Staff present: Dr. Cheryl Evans, Dr. Judy Colwell, Larry Dye, Dr. Rick Edgington, Jeremy Hise, Jason Johnson, Michael Machia, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Pam Stinson, Dr. Ed Vineyard, Bill Johnson, and Sherry Reubell.

1. **Call to order.** Regent Smith called the meeting to order at 9:00 a.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, September 17, 2013 meeting were approved on the motion of Regent Cowan as seconded by Regent Horning. Voting aye were Regents Brown, Cowan, Horning, and Smith.

5. **Regents Report.**

- Regent Brown presented a \$5,000.00 check from Evans & Associates to Sheri Snyder, Executive Director, NOC Foundation.

6. **Administrative Updates.**

- No additional information was given.

7. **President's Update.**

- Dr. Evans announced the Tonkawa PLC students will be taking a trip to Washington, D.C. over fall break. They earned most of their own money and Presidential Partners will also help fund the trip. She stated that Senator Coburn's office is assisting with their schedule while in D.C.
- Dr. Evans mentioned several up and coming events:
 - On October 15, 2013, Dr. Joe Kinzer will be inducted into the Oklahoma Higher Education Hall of Fame.
 - Dr. Evans stated that the search process is ongoing for the Vice President for Student Affairs.
 - Dr. Evans announced the Chancellor's Legislative Tour will be December 10, 2013 at 11:30 a.m. at OSU; January 7, 2014, 11:30 a.m. at NWOSU, Enid Campus.
 - Dr. Evans mentioned that the Enid Higher Ed Council will begin the Scholarship Campaign Drive in early November.

8. **Other reports.**

- Resignations/Terminations/New Hires. Ms. Simpson advised that NOC hired two fulltime employees, one in Tonkawa and one in Enid.

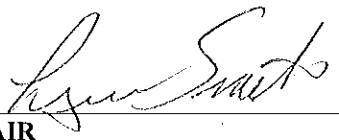
9. **The New Criteria for Accreditation.** Dr. Pam Stinson, Higher Learning Commission liaison for NOC, reported that two recent updates to the HLC website were discussed—first, the revised version of the assumed practices, finalized with feedback gathered throughout the year from conference attendees and member responses; and second, a description of best practices on assessment that was formalized in July and recently posted, reflecting a shared statement from 6 higher education associations and seven regional accrediting commissions on the three areas that all schools must assess:

1. Experiences in and out of the classroom that help students learn, 2. Internal and external benchmarking to explain how institutions set goals for students, and 3. Post-graduation outcomes—e.g. completion rates and alumni satisfaction surveys, as well as increased emphasis on job placement rates and types of jobs where students are placed. HLC's language on loan default policy now also points to an October 11, 2013, Dear Colleague letter on Federal Student Aid that notes a 1.072 percent increase in loan fees for Direct Student Loans where first disbursement is on or after December 1 of this year. This last change reinforces the need for transparency in communication with students about income expectations in the career areas for which they are preparing.

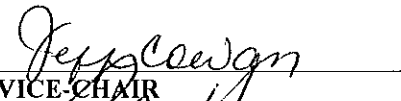
10. **Purchasing Level Modifications and Board Approval Requirements.** Ms. Simpson presented a request for approval to modify the purchasing level requiring the submission of quotes from \$5,000 to \$7,500. A minimum of three quotes, state contract, or consortium contract pricing for purchases of \$7,500 to \$24,999.99. Consider approval to modify the competitive bidding level by purchasing from \$10,000 to \$25,000. Consider approval to modify the reporting level to the Northern Oklahoma College Board of Regents from \$10,000 to \$25,000 and above. Consider requiring prior approval by the Northern Oklahoma College Board of Regents for purchases of \$100,000 or more. On the motion of Regent Horning as seconded by Regent Brown, the Regents approved the stated request. The Regents further approved the request to modify the purchasing level requiring the submission of quotes from \$5,000 to \$10,000. A minimum of three quotes, state contract, or consortium contract pricing for purchases of \$10,000 to \$24,999.99. Voting aye were Regents Brown, Cowan, Horning, and Smith.
11. **Electronic Delivery Approval.** Dr. Colwell requested approval for electronic delivery for the AAS in Business Management. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the electronic delivery for the AAS in Business Management.
12. **Program Option Addition.** Dr. Colwell presented a request to offer an Accounting option for the AAS in Business Management. On the motion of Regent Brown as seconded by Regent Horning, the Regents approved the request to offer an Accounting option for the AAS in Business Management. Voting aye were Regents Brown, Cowan, Horning, and Smith.
13. **Program Review.** Dr. Colwell requested approval of the regular 5-year academic program review of the AAS in Engineering and Industrial Technology program. On the motion of Regent Horning as seconded by Regent Cowan, the Regents approved the regular 5-year academic program review of the AAS in Engineering and Industrial Technology program. Voting aye were Regents Brown, Cowan, Horning, and Smith.
14. **Surplus Property.** Mr. Dye requested approval to dispose of surplus property thru auction on October 26, 2013. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the disposal of surplus property thru auction on October 26, 2013.
15. **Monthly Financial Report.** Ms. Simpson presented the Monthly Financial Report. On the motion of Regent Horning as seconded by Regent Cowan, the Regents approved the Monthly Financial Report. Voting aye were Regents Brown, Cowan, Horning, and Smith.
15. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. **Purchases of \$5,000.00 or more** were for Annual Service/Maintenance Agreement for Testing Scanners Software, *Scantron*, \$6,880.00, sole source, Funding source: Capital funds; Hustler 60" XIT Zero Turn Mower for Campus Grounds-Used, *Hertz Equipment Rental*, \$7,100.00 sole source, Funding source: Capital funds; 4 Camcorders for Recording/Streaming Campus Events, *CDW-G*, \$6,335.80, OK Board of Regents Contract, Funding source: Capital funds; Interpreting Services, *One Interpreting*, \$6,000.00, sole source, Funding source: E&G funds; Paint Art Building Interior and Gantz Offices, *Hoffman Painting*, \$8,220.00, prior bid, Funding source; Capital funds; ACT Residual Testing Tonkawa/Enid, *ACT*, \$8,000.00, sole source, Funding source: Auxiliary Funds. **Purchases of \$10,000.00 or more** were for 2 Kiosk Scanners for Document Imaging Enid & Stillwater, *Business Imaging Systems, Inc.*, \$17,960.00, State Contract Pricing SW782, Funding source: Capital funds; Cloud Offsite Backup & Recovery Document Imaging, *Business Imaging Systems, Inc.*, \$35,418.00, Below State Contract Pricing SW782, Funding source: Capital funds; Maintenance & Support for Poise-17 Modules, *Campus America*, \$113,909.35, sole source, Funding source; Capital funds; 50 Single Beds and 21 Chairs-Residence Halls-Enid, *Oklahoma*

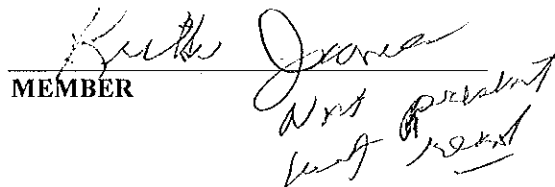
Correctional Industries, \$14,567.79, State contract, Funding source: Capital funds; Asbestos Consulting Tonkawa & Enid Campuses, *Ecologic, Inc.*, \$38,219.45, sole source, Funding source: Capital funds; Maintenance & Support for Poise VMS, *Educational Systems Products, Inc.*, \$10,157.32, sole source, Funding source; Capital funds. On the motion of Regent Horning as seconded by Regent Brown, the Regents approved the Monthly Purchases. Voting aye were Regents Brown, Cowan, Horning, and Smith.

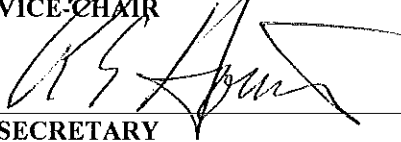
16. **Section 13 600-650.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$260,000.00 for various projects: Computers & Networking, \$15,000.00; Computers & Networking-Enid, \$15,000.00; Computers & Networking-Stillwater \$15,000.00; Computer Software Fees & Licenses, \$200,000.00; Repair of Educational Facilities-Enid, \$5,000.00; Physical Plant & Equipment-Enid, \$10,000.00. On the motion of Regent Cowan as seconded by Regent Horning, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Brown, Cowan, Horning, and Smith.
17. **New Business.**
18. **Items for next agenda.** Regent Horning requested the Board look into remodeling/updating the college's property in Enid located at 2602 E. Main. He requested Mr. Dye gather the numbers for the next meeting. The Regents want a tour on campus in November.
19. **Announcement of next scheduled meeting.** The next scheduled meeting is Tuesday, November 19, 2013, Enid Campus. The Enid PLC students will join the Regents for lunch at 12:00 p.m. The Regents meeting will begin at 1:00 p.m.
20. **Adjournment.** Motion made at 10:23 a.m. for adjournment by Regent Horning as seconded by Regent Cowan. Voting aye were Regents Brown, Cowan, Horning, and Smith.


CHAIR


MEMBER


VICE-CHAIR


MEMBER


SECRETARY