

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Tuesday, October 16, 2012, Tonkawa Campus

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

Absent:

Staff present: Dr. Cheryl Evans, Dr. Judy Colwell, Larry Dye, Bill Johnson, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, Dr. Mark Edwards, Pam Stinson, and Jill Dark.

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. 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 Wednesday, September 19, 2012, meeting were approved on the motion of Regent Cowan as seconded by Regent Brown. Voting aye were Regents Cowan, Brown and James. Regent Horning abstained due to not being present at the September meeting

5. **Regents Report.**

- Regent Brown presented a \$5,000 scholarship donation to the Northern Oklahoma College Foundation on behalf of Evans & Associates. Accepting the donation was Sheri Snyder, NOC Foundation Executive Director.

6. **Administrative Updates**

- Dr. Evans has been selected as one of the 50 Women of the Year in Oklahoma.
- Ms. Anita Simpson discussed the delay in Master Lease funding. At this time alternate funding sources for the energy management program are being researched as allowed by Oklahoma State Statute 62, Section 318.

7. **President's Update.**

- Dr. Evans announced that NOC has been selected as a host for the Annual Legislative Tours in November.
- Town Hall meetings were held on each campus. The meetings were informative and the input gathered will help significantly with the strategic planning process. The next Town Hall Meetings are scheduled for November 27th and 28th.

8. **Other reports.**

- Resignations/Terminations/New Hires. Ms. Simpson advised that NOC hired four fulltime employees and three fulltime employees resigned.
- Ms. Sheri Snyder discussed the Institutional Branding Project.
- Ms. Debbie Quirey discussed the FEMA Homeland Security Program Grant.

9. **The New Criteria for Accreditation.** Dr. Pamela Stinson, Higher Learning Commission liaison for NOC discussed Criterion Four: Assessment. She plans to discuss a criterion at each monthly meeting.

10. **Cooperative Agreement Modification.** Dr. Colwell requested a modification to the existing cooperative agreement with Autry, Meridian, and Pioneer technology centers for the AAS in Industrial Technology program to accurately reflect the April 8, 2011 Oklahoma State Regents' approval of Northern's request to incorporate the AAS in Industrial Technology program as part of the AAS in Engineering and Industrial Technology program. On the motion of Regent Horning as seconded by Regent Smith, the Regents approved the Cooperative Agreement Modification. Voting aye were Regents Cowan, Smith, Horning, Brown and James.

11. **Surplus Property.** Ms. Simpson requested the disposal of surplus property through public auction to be held on October 27, 2012. Items included in the request are surplus vehicles, office and classroom furniture, assorted maintenance supplies and miscellaneous items. On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the disposal of surplus property through public auction. Voting aye were Regents Cowan, Smith, Horning, Brown and James.
12. **Monthly financial report.** Ms. Simpson presented the September monthly financial report. On the motion of Regent Cowan as seconded by Regent Brown, the Regents approved the September monthly financial report. Voting aye were Regents Cowan, Smith, Horning, Brown and James.
13. **Monthly purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Annual Service/Maintenance Agreements for Testing Scanners, *Scantron*, \$6,846.00, Sole source, Funding source: Capital Funds; Annual Software Renewal – VMS Operating System, *Educational Systems Products*, \$9,366.97, Sole source, Funding source: Capital Funds; Electrical Services for New Dishwasher, New A/C Unit & Ansel Fire Suppression System – Tonkawa Cafeteria, *Welborn Electric, Inc.*, \$8,420.00, Sole source, Funding source: Capital Funds; Fitness Equipment, Earl Butts Residence Hall – Enid, *Lifestyle Fitness Equipment*, \$6,776.00, Funding source: Capital Funds; Badgepass Access Control, Earl Butts Residence Hall – Enid, *Addtronics*, \$5,000.00, Sole source, Funding source: Capital Funds; Upgrade of Adobe Design & Web Premium, Photography Lab & Central PC lab – Tonkawa, *JourneyEd/Digital River Education Services*, \$8,583.00, Sole source, Funding source: Capital Funds; Camera Monitoring/Recording Equipment, Testing Rooms – Enid, *Westwind Digital Communications*, \$5,170.55, Funding source: Capital Funds; Replacement Laptops for Faculty – All Campuses, *CDW-G*, \$9,408.80, Oklahoma Board of Regents Contract, Funding source: Capital Funds.

Purchases of \$10,000.00 or more were for Audio/Video Upgrade, Mabee Center, Montgomery Hall & Bivens Chapel – Enid, *Pro Presenters*, \$37,783.96, Funding source: Capital Funds; Annual POISE Support, Maintenance Renewal & Backup, *Campus America*, \$107,715.68, Sole source, Funding source: Capital Funds; Replacement Computers for Computer Labs & Classrooms – All Campuses, *GovConnection*, \$17,402.40, Sole source, Funding source: Capital Funds; Water Heater & Boiler, Cafeteria – Tonkawa, *Hambrick-Ferguson*, \$25,596.00, Funding source: Capital Funds; Online Library Periodical Subscriptions, *ProQuest*, \$17,015.00, Sole source, Funding source: E&G Funds; Hardware & Software Upgrade for Phone Voicemail System, *ARROW*, \$29,508.84, Sole source, Funding source: Capital Funds; Computer Support Equipment, Staff & Faculty – All Campuses, \$11,532.50, E&I contract pricing, Funding source: Capital Funds; Document Scanner, Development/Alumni/Scholarships, *Business Imaging Systems, Inc.*, \$11,619.54, State contract # SW80782, Funding source: Capital Funds; Electronic Transcript Web Application, EXMLDL Imaged Documents & ETS III, *Educational Systems Products*, \$10,000.00, Sole source, Funding source: Capital Funds; Athletic Branding, Imaging Services, *Peterson Ray & Company*, \$14,600.00, Sole source, Funding source: E&G Funds; Fiber/Telecom Upgrade – Tonkawa, *Westwind Digital Communication*, \$325,000.00, Approximate, Funding source: Capital Funds.

On the motion of Regent Brown as seconded by Regent Cowan, the Regents approved the monthly purchases. Voting aye were Regents Cowan, Smith, Horning, Brown and James.

14. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$690,000.00 for various projects: Instruction Furniture & Equipment, \$40,000.00; Computers & Networking, \$370,000.00; Computers & Networking – Enid, \$10,000.00; Computer Software Fees & Licenses, \$180,000.00; Repair of Educational Facilities - Enid, \$40,000.00; Campus Dining Facilities, \$25,000.00; Office Furniture & Equipment, \$10,000.00; Office Furniture & Equipment – Enid, \$5,000.00; Dorm Furniture & Equipment – Enid, \$10,000.00;

On the motion of Regent Horning as seconded by Regent Brown, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Cowan, Smith, Horning, Brown and James.

15. **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.”
16. **Items for next agenda.**
17. **Announcement of next scheduled meeting;** Wednesday, November 14, 2012, 1:00 p.m., Tonkawa Campus. Lunch with the Tonkawa PLC will be at 12:00 p.m.

18. Adjournment. Motion made at 2:36 p.m. for adjournment by Regent Brown as seconded by Regent Smith. Voting aye were Regents Cowan, Smith, Horning, Brown and James.

CHAIR

MEMBER

VICE-CHAIR

MEMBER

SECRETARY