

# NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

## Minutes

January 17, 2008

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**Present:** Chair Linda Brown, Regents Keith James, Richard Detten, Jesse Mendez and Lynn Smith

**Absent:**

**Staff present:** Dr. Joe Kinzer, President, Dr. Roger Stacy, Anita Simpson, Marion Tucker, Sheri Snyder, Dr. Ed Vineyard, Mick Weiberg, Larry Dye, Dr. Rick Edgington, Debbie Quirey, Judy Colwell, Jill Dark, Bill Johnson and Amy Foss

Chair Linda Brown called the meeting to order at 3:00 p.m. Notice of the meeting had been given to the Secretary of State and the agenda posted.

1. **Vote to approve minutes.** The minutes of the November 29, 2007, meeting were approved on the motion of Regent Detten and seconded by Regent James. Voting aye were Regents Brown, Detten, James, Mendez, and Smith.
2. **External Audit Report for FY 2007.** Mr. Jack Murry with Tullius, Sartin and Sartin, LLP, presented the External Audit Report for FY 2007. He reported that the only deficiency was the timely notification of student status changes. Mr. Murry stated that the deficiency had been resolved in May when an online reporting system was implemented. On the motion of Regent James as seconded by Regent Mendez, the Regents approved the External Audit Report. Voting aye were Regents Brown, Smith, Detten, Mendez, and James.
3. **Miscellaneous Reports.**
  - A. **Regents report.** Regent Brown reported on the status of the President search. She stated that 20 applications had been received and the President Screening Committee had narrowed it down to 6 candidates. Interviews will begin on January 21, 2008. The finalists from the interviews will be presented to the Board at the February 28, 2008 meeting. Regent Brown commented on the incredible work of the committee.
  - B. **President's report.** President Kinzer reported that the Oklahoma Free Wheel is celebrating their 30<sup>th</sup> anniversary and plan to make a stop in Tonkawa. Approximately 900 people will spend the night on the NOC campus.
  - C. **Executive staff reports.**
    1. Dr. Roger Stacy, Vice President for Academic Affairs, reported on academic events on campus. He mentioned articulation meetings with the area public schools where they discussed expectations of the transfer process. He stated that 120 students were on campus for the Interscholastic Contest, and 450 students on campus for the Vocational Agriculture Interscholastic contest. NOC received 2 grants from Conoco-Phillips in the amount of \$3,000 each to go towards software for the Process Technology program.
    2. Mick Weiberg, Vice President for Student Services, presented a residence hall occupancy report. He also reported on the OBI Blood Drive, the Basketball teams, and the high school basketball tournaments taking place on campus.
    3. Marion Tucker, Vice President for Information Technology, reported that the Enid basketball games can now be viewed on the internet, smart boards have been installed in Stillwater, and a new Network server technician has been hired.
    4. Dr. Ed Vineyard, Vice President for the Enid Campus, reported on events and activities on the Enid campus including homecoming, summer tutoring program, and the dual admissions program with NWOSU. He stated that the Upward Bound Program is getting up and running. NOC Enid received a \$1 million grant over four years for this program.

5. Ms. Anita Simpson, Vice President for Financial Affairs, reported on financial affairs including auditors, FACTS program, and the purchase of art for the Renfro Center.
6. Ms. Sheri Snyder, Vice President for Development and Community Relations, reported on the upcoming events for NOC including the Foundation Banquet, the Greater Gifts Drive, and the Carl and Carolyn Renfro Endowed Lectureship Program. She stated Erin Goss has been hired as the High School and College Relations Coordinator.
7. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, reported on the NOC/OSU Gateway Program enrollment numbers, and construction. She reported that a Counselor Forum was held and 6 schools were represented.
8. Mr. Larry Dye, Associate Vice President of Physical Operations, reported on the various construction projects on the 3 campuses. He stated that the dome for the planetarium will be installed in February.
9. Dr. Rick Edgington, Associate Vice President for Enrollment Management/Registrar, reported on final spring enrollment.
10. Judy Colwell, Dean of Instruction, reported on the Higher Learning Commission visit to NOC in February 2008.

D. Other. No discussion. No action taken.

4. Artsplace Program. President Kinzer introduced Audrey Schmitz, NOC Art Instructor, who presented to the board a donation of furniture and art supplies to NOC from Artsplace in Ponca City. Artsplace is closing their art gallery. Ms. Schmitz also presented a proposal for an outdoor sculpture completion and exhibition to take place on the Tonkawa campus. Ms. Schmitz stated that ten sculptures would be selected for installation on the campus and would be displayed for 6 months starting in June 2009. President Kinzer recommended that the Regents approve the concept with some additions and changes to the preliminary proposal and a written policy. On the motion of Regent Detten as seconded by Regent Mendez, the Regents approved the concept. Voting aye were Regents Detten, Brown, James, Mendez, and Smith.
5. Executive Session. On the motion of Regent Mendez as seconded by Regent James, the Regents entered into executive session at 4:55 p.m. pursuant to Title 25, Oklahoma Statutes, 307(B)(1), for discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any salaried public officer or employee. Voting aye were Regents Smith, Brown, James, Mendez, and Detten.

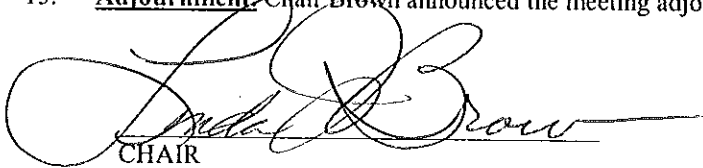
On the motion of Regent James as seconded by Regent Mendez, the Regents returned to regular session at 5:50 p.m. Voting aye were Regents James, Brown, Mendez, and Smith. Regent Detten left the meeting prior to the motion.

6. Academic Service Fees. Anita Simpson presented a modification of the academic service fees for the Stillwater campus effective fall 2008. On the motion of Regent James as seconded by Regent Mendez, the Regents approved the modification of the academic service fees for the Stillwater campus effective fall 2008. Voting aye were Regents James, Mendez, Smith, and Brown.
7. Section 13 600-650 allocation request. Anita Simpson presented a Section 13 allocation request in the amount of \$200,000.00 for various projects. On the motion of Regent Mendez as seconded by Regent James, the Board approved the request and the request to ask State Regents for allocation. Voting aye were Regents James, Mendez, Smith, and Brown.
7. Monthly financial report. Anita Simpson presented the expenditure report for the months of November and December. On the motion of Regent James as seconded by Regent Mendez, the Regents approved the financial report.

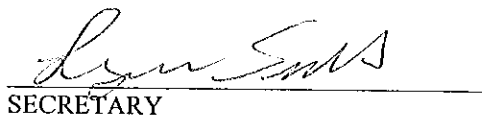
8. **Monthly purchases.** Anita Simpson presented the purchases report for December and January. Purchases for \$5,000.00 or more were for kitchen wall panels & equipment sensors – Allied Health & Communications Center, *Markham Restaurant Supply*, \$5,250.00, sole source; Firewall Licenses – Tonkawa & Enid, *Agilysys*, &7,338.00, sole source; fireplace lounge furniture – Enid, *Fenton Office Mart*, \$9,965.40, OU contract; process tech area gravel screenings (approx 12,250 sq ft), *Diemer Construction*, \$6,860.00.

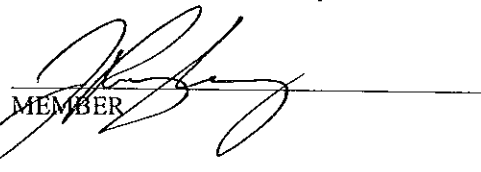
Purchases for \$10,000.00 or more were for Allied Health & Communications Center, *Sooner Construction Co.*, \$262,061.00; Vineyard Library Administration Building, *Sooner Construction*, \$141,525.00; roof replacement – Earl Butts Dorm, *Brochu Roofing*, \$106,121.00; roof replacement – Gantz, *Brochu Roofing*, \$24,762.00; chiller installation – Enid campus, *Midwest Refrigeration*, &17,500.00; construction – Stillwater classrooms, *Oklahoma State University*, \$612,665.43; Green Room Furniture – Kinzer Performing Arts Center, *Southwest Business Products*, \$10,013.09, state contract; desktops – Tonkawa Nursing, *Hewlett-Packard*, \$18,830.28, WSCA contract; presentation equipment – Stillwater, *Video Reality*, \$29,809.00, sole source; additional networking node – Stillwater presentation classrooms, *Oklahoma State University*, \$12,500.00, sole source; Bobcat – Tonkawa campus, *Bobcat of Oklahoma City*, \$25,497.00, State contract (pending approval); sheep barn building & pen area gravel screenings (approx 100,000. SQ FT), *Sober Brothers, Inc.*, \$50,000.00; parking lot sealing & restriping – Renfro Center & Plum Street, *Tru-Line Striping*, \$11,375.00, sole source; simulation software – Process Technology Lab, *Simulation Solutions, Inc.*, \$20,800.00, sole source.

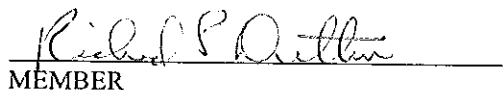
9. **Travel claims.** Anita Simpson, Vice President for Financial Affairs, presented travel claims.
10. **Items for next agenda.** No discussion. No action taken.
11. **New business.** No discussion. No action taken.
12. **Announcement of next meeting.** The regularly scheduled meeting is February 28, 2008, 3:00 p.m., Northern Oklahoma College Tonkawa.
13. **Adjournment.** Chair Brown announced the meeting adjourned at 6:30 p.m.

  
CHAIR

  
VICE-CHAIR

  
SECRETARY

  
MEMBER

  
MEMBER