

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, December 16, 2010, Tonkawa Campus

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

Absent: Mike Machia

Staff present: Mr. Tom Poole, Judy Colwell, Larry Dye, Dr. Rick Edgington, Bill Johnson, Debbie Quirey, Anita Simpson, Sheri Snyder, Dr. Ed Vineyard, and Sherry Reubell.

1. **Call to order.** Dr. Jesse Mendez called the meeting to order at 4:03 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, November 17, 2010, meeting were approved on the motion of Regent J. Smith as seconded by Regent James. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.

5. **Regents' report.** Regent James mentioned that he attended the presentation at the Planetarium. He commended Fritz Osell for doing such a great job. He also mentioned the attendance was 150-160 people and more chairs had to be set up. Regent Linda Brown requested more information from Regent L. Smith regarding the term limit of Regents. Regent L. Smith stated that the newly appointed Secretary of Commerce and Tourism, Natalie Shirley, is a Blackwell native and a graduate of NOC. Regent Linda Brown announced that Dr. Brenda Stacy, Director of the University Center of Ponca City, has resigned effective June 30, 2011. She mentioned that Ms. Judy Colwell and Ms. Anita Simpson have been appointed to the search committee for Dr. Stacy's replacement. Regent Brown further commented that progress on the UC building is tremendous. She thanked the supporters who paid for individual rooms at the UC and other tremendous community support. The UC remodeling project is on schedule and it will be a "show place" for Ponca City and northern Oklahoma.

6. **Executive staff reports**

A. Ms. Judy Colwell, Vice President for Academic Affairs, presented attachment #4. Ms. Colwell advised she had nothing more to add to her report.

B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #6. Dr. Vineyard stated that new showers and new counter tops were added to the bathrooms in Earl Butts dorm and that made college housing more desirable. Regent L. Smith asked Dr. Vineyard if he had ever done a poll on student housing needs.

C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #5. Ms. Quirey announced that Dr. Pam Fry, Dean of the College of Education, has been chosen as Associate Provost to fill the position of Dr. Gail Gates. Ms. Quirey stated that they have been extremely busy with enrollment and students paying bill so they can enroll for spring 2011. Regent L. Smith requested information from Ms. Quirey regarding private scholarships for the Stillwater students. Ms. Quirey explained that private scholarships depend on donors.

D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #2. Ms. Simpson stated that many employees had expressed thanks for the stipends which will be distributed on December 17, 2010.

E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #9. Dr. Edgington discussed the spring 2011 Preliminary Enrollment Report.

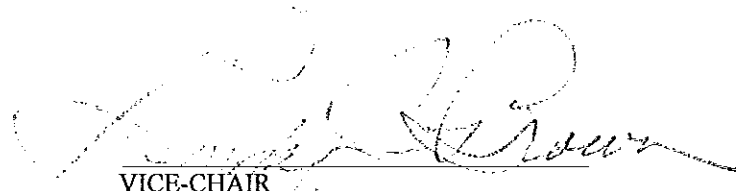
- F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #3. Ms. Snyder handed out a "Save the Date" brochure regarding the Alumni and Friends Reunion.
- G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. No report was given in Mr. Machia's absence.
- H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. Mr. Dye advised he had nothing more to add to his report.
7. **President's report.** Mr. Tom Poole, Interim President, advised that NOC will host a Legislative Tour at the Marland Mansion on January 21, 2011. Tom announced the he and Dr. Steve Tiger are in the process of developing an Education Summit which will include area school superintendents, Vo-Techs and Higher Education. He mentioned that NOC continues to monitor state funding.
 8. **Other reports. Personnel Actions.** Resignations/Terminations/New Hires. No report was given.
 9. **Academic Calendar FY2011-2012.** On the motion of Regent James as seconded by Regent Brown, the Regents approved the Academic Calendar FY2011-2012. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
 10. **Sale of Clay Hall.** On the motion of Regent L. Smith as seconded by Regent J. Smith, the Regents approved the sale of Clay Hall for \$150,000.00. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez. On the motion of Regent L. Smith as seconded by Regent Brown, the Regents approved to draft a Resolution for tax credit. Voting aye were Regents Brown, James, J. Smith, L. Smith, and Mendez. The buyer has 72-120 hours to accept a bona fide written offer.
 11. **Supplemental Retirement Program.** On the motion of Regent Brown as seconded by Regent L. Smith, the Regents approved the Supplemental Retirement Program. Voting aye were Regents Brown, James, J. Smith, L. Smith, and Mendez. Mr. Poole advised that NOC has about 12 people who qualify for this retirement option from January 1, 2011 through June 30, 2011.
 12. **Master Lease Real Property Program.** On the motion of Regent L. Smith as seconded by Regent James, the Regents approved the participation in the Master Lease Real Property Program. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
 13. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report. On the motion of Regent James as seconded by Brown, the Regents approved the monthly financial report. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
 14. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Student Status Software, *Educational Systems Products*, \$5,000.00, sole source, Funding source: Capital funds; Adobe Software Maintenance, *CDW Government, Inc.*, \$9,527.00, NIPA contract, Funding source: Capital funds; Laser Printer Toner Cartridges – All Campuses, *Xerox Corporation*, \$6,214.87, State contract #072398700, Funding source: Capital funds; Fencing Materials – Enid Baseball Outfield, *Lowe's*, \$6,368.36. Purchases of \$10,000.00 or more were for 10 Laptop Computers – Faculty, *CDW Government, Inc.*, \$10,368.80, NIPA contract, Funding source: Capital funds; ITV Control Room Management System Scheduling, Video Streaming & Recording of ITV Classes, *Direct Communications*, \$44,995.00, Funding source: Capital funds. On the motion of Regent James seconded by Regent J. Smith, the Regents approved the monthly purchases. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
 15. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$110,000.00 for various projects: Instruction: Furniture & Equipment, \$55,000.00; Instruction: Furniture and Equipment-Enid, \$15,000.00; Computers and Networking, \$5,000.00; Computer Software Fees and Licenses, \$15,000.00; Repair of Educational Facilities-Enid, \$5,000.00; Office Furniture & Equipment, \$10,000.00; Dorm Furniture & Equipment – Enid, \$5,000.00. On the motion of Regent Brown as seconded by Regent L. Smith, the Regents approved the Section 13-600-650 allocation request. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
 16. **Presidential Search.** Regent Mendez advised the first meeting was last Monday, December 6, 2010 and NOC had 30 applicants. They were able to read all the applications and have chosen an official list of qualified applicants. Letters will be sent to the applicants who did not meet NOC's qualifications. Regent Mendez will call another meeting in January.

17. **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." Clay Hall needs to be cleaned out. Gene Long, Enid, needs a waiver /release as protection for NOC. Ms. Simpson and Tom Poole will work on a waiver.
18. **Items for next agenda.**
19. **Announcement of next scheduled meeting:** Thursday, January 20, 2011, 12:30 p.m., Tonkawa Campus.
21. **Adjournment.** Motion made at 5:40 p.m. for adjournment by Regent James as seconded by Regent Brown. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.



CHAIR

SECRETARY

MEMBER

VICE-CHAIR

MEMBER