

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, January 27, 2011, Tonkawa Campus

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

Absent:

Staff present: Mr. Tom Poole, Judy Colwell, Larry Dye, Dr. Rick Edgington, Bill Johnson, Mike Machia, 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 11:57 a.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.** Max Goad, President, PLC Tonkawa.

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 Thursday, December 16, 2010, meeting were approved on the motion of Regent Brown as seconded by Regent James. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.

5. **Regents' report.** Regent L. Smith mentioned he received a phone call from Dave Anderson, President of the company buying Clay Hall and Mr. Anderson stated they have sent in application to the State to receive tax credit because there is a moratorium on them. They should be able to complete the sale in early summer. Tom Poole advised that NOC has received the resolution from the City of Enid and the Enid Development Authority. Regent L. Smith noted that he read a story in the Daily O'Colly about NOC students in Stillwater. Out of curiosity, he searched the O'Colly archives for pro and con stories about how beneficial NOC would be to Stillwater. As it turns out, NOC's presence in Stillwater is beneficial to the students and Stillwater. Regent L. Smith commended Debbie Quirey on the outstanding job she is doing in Stillwater. Regent James stated that the Enid Daily News has a new educational editor and hopefully we will see more NOC coverage.

6. **Executive staff reports**

A. Ms. Judy Colwell, Vice President for Academic Affairs, presented attachment #4. Ms. Colwell advised that 2+2 articulation agreements had been signed with UCO for transfer of three of NOC's Associate of Science (AS) degrees in Business Administration toward three of UCO's Bachelor of Business Administration (BBA) degrees: (1) AS in Business Administration (NOC) to BBA in Business Administration in General Business (UCO); (2) AS in Business Administration-MIS Option (NOC) to BBA in Management Information Systems UCO; and (3) AS in Business Administration-International Business option (NOC) to BBA in International Business (UCO).

B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #6. Dr. Vineyard stated the Community Resource Fair is going on now which brings avenues of help for the Enid area. The community was very supportive and hopefully, this will be an annual event. Dr. Vineyard advised that there are 379 students in the Bridge program with NWOSU.

C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #5. Ms. Quirey thanked the NOC Board of Regents for the early years of support of the NOC/OSU Gateway Program and for the continued support now. Unfortunately, there was much negative publicity in the early stages. Ms. Quirey stated that Texas cut billions of dollars in school funding which forced some schools to close and reduced retirement plans. She is very hopeful that Oklahoma is in better shape as far as school funding is concerned. Ms. Quirey mentioned that Wade Watkins will be attending the Humanitarian Conference in Florida and he will be taking six students with him. We have a student that will be going to Macedonia for Capstone training to become a part of a Humanitarian team to go out in a crisis situation.

- D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #2. Ms. Simpson thanked Mike Machia and the IT Department for helping implement remote printing on our campus which will aid in paying vendors much quicker. Ms. Simpson stated that NOC has been able to recoup \$25,000.00 due to warrant intercept collections from 2010 Oklahoma State tax refunds.
 - 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 "Remember the 10" ribbons in honor of the Weiberg family and in memory of Jared Weiberg. Ms. Snyder announced that the property in Texas was sold for \$4,454.00 and NOC no longer owns property in Texas. The realtor that worked with the Foundation ended up purchasing the property. Ms. Snyder mentioned that she and President Poole made a quick 12 hour trip to Dallas, TX for lunch and to meet donors of an Educational Loan Program. She advised that the money will be given to the Foundation and the Foundation will take it to the bank and put into a CD. NOC will make a percentage of the CD. Ms. Snyder thanked Mr. Poole for his expertise on finances.
 - G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. Mr. Machia had nothing more to add to this report.
 - H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. Mr. Dye requested summer projects by April 15th. Mr. Dye advised that the construction on the UC was going fine, sheet rock going up, and Sooner Construction is doing a good job on the UC building. Mr. Dye mentioned that he is working with Honeywell and Johnson Control on how to make energy savings.
7. **President's report.** Mr. Tom Poole, Interim President, reported to the Board of Regents that some of the animals in the A. D. Buck Museum have arsenic in them and disposal is needed. Mr. Poole advised that the museum needs to be cleaned out and used for archives. Mr. Poole stated that the reports from the Chancellors office indicate a possibility of 5-10% budget cuts. President Poole introduced Jason Johnson, Dean of Students, Tonkawa campus and Mr. Johnson announced that Homecoming Week has started and so far the attendance to the activities has been good. Dean Johnson mentioned some of the activities that are planned this semester are Nursing Career Day, Commuter Appreciation Luncheon, Softball starting, and the spring musical is underway. Dean Johnson stated that NOC Tonkawa has 308 students in the residence halls.
 8. **Other reports. Personnel Actions.** Resignations/Terminations/New Hires. Ms. Simpson discussed the Personnel Actions on the Tonkawa and Enid campuses. Ms. Simpson advised that Ms. Stacy Tiger has been hired as Director of the University Center. Due to previous commitments, Ms. Tiger will begin her new position on March 21, 2011.
 9. **FY2012 Academic Service Fees.** On the motion of Regent L. Smith as seconded by Regent J. Smith, the Regents approved the Business Capstone Assessment Service Fee. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez. On the motion of Regent James as seconded by Regent Brown, the Regents approved the Supplemental Off-Campus Fee (NOC/OSU Gateway Program). Voting aye were Regents Brown, James, J. Smith, L. Smith. Regent Mendez abstained.
 10. **Policy Revision: Full-time Faculty Overload and Adjunct Pay Scale.** On the motion of Regent James as seconded by Regent L. Smith, the Regents approved the Policy Revision: Full-time Faculty Overload and Adjunct Pay Scale to be effective for summer 2011 semester. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
 11. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report. On the motion of Regent Brown as seconded by Regent L. Smith, the Regents approved the monthly financial report. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez. The Regents were very pleased with the new format of the Monthly Financial Report.
 12. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Heating Units-AG & Sheep Barns, *Stolhand Heating & Air Conditioning*, \$7,162.00, Funding source: Capital funds; Adobe Software Licenses-Central Hall Writing Lab, *CDW Government Inc*, \$6,533.25, NIPA contract, Funding source: Capital funds; 14 Electronic Balances-Enid Science Labs, *Flinn Scientific*, \$6,437.20, Funding source: Capital funds; Hitting/Fielding Machine-Enid Baseball, *Scientific Baseball LLC*, \$8,000.00, Sole source, Funding source: Auxiliary funds; 2 Bobcat Angle Broom Attachments-Tonkawa & Enid Maintenance, *Clark Equipment Co*, \$8,192.00, State contract #SW80190, Funding source: Capital funds.

Purchases of \$10,000.00 or more were for ITV Equipment-Harold 312, *Direct Communications*, \$25,695.00, Funding source: Capital funds; Infrastructure Cabling & Wireless Access Points-University Center Facility, *Direct Communications*, \$40,065.00, State contract #0000076748, Funding source: E&G budget. On the motion of Regent L. Smith as seconded by Regent Brown, the Regents approved the monthly purchases. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.

13. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$70,000.00 for various projects: Instruction: Furniture & Equipment, \$35,000.00; Instruction: Furniture and Equipment-Enid, \$15,000.00; Physical Plant & Equipment, \$15,000.00; Physical Plant & Equipment-Enid, \$5,000.00. On the motion of Regent James as seconded by Regent J. Smith, the Regents approved the Section 13-600-650 allocation request. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
14. **Vote to go into Executive Session.** On the motion of Regent Brown as seconded by Regent L. Smith, the Regents voted to go into Executive Session at 1:28 p.m. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
15. **Executive Session.** Possible vote to go into executive session pursuant to Title 25, Oklahoma Statutes, 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee.
16. **Vote to return to open session.** On the motion of Regent Brown as seconded by Regent L. Smith, the Regents voted to return to open session at 2:14 p.m. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
17. **Discussion and possible action of the employment, hiring, or appointment of the President of Northern Oklahoma College.** Regents advised that no vote would be taken in regard to the Presidential Search.
18. **Presidential Search.** Discuss progress of the Presidential search.
19. **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."
20. **Items for next agenda.**
21. **Announcement of next scheduled meeting:** Thursday, February 17, 2011, 12:30 p.m., Tonkawa Campus.
21. **Adjournment.** Motion made at 2:16 p.m. for adjournment by Regent L. Smith as seconded by Regent Brown. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.

CHAIR

SECRETARY

MEMBER

VICE-CHAIR

MEMBER