

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, March 24, 2011, Stillwater Campus

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

Absent: Judy Colwell and Mike Machia

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

1. **Call to order.** Dr. Jesse Mendez called the meeting to order at 12:37p.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.

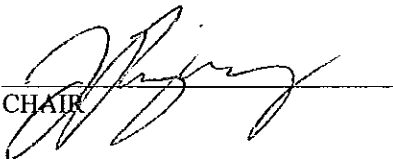
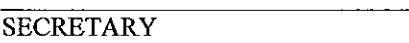
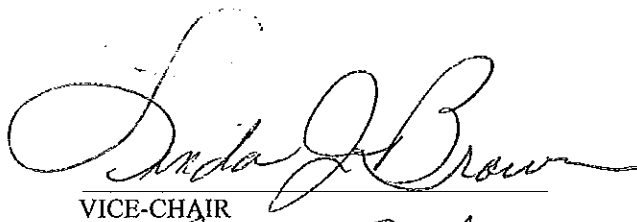
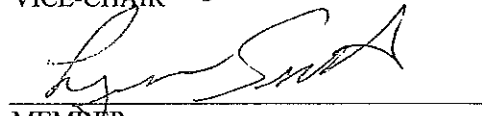
4. **Vote to approve minutes.** The minutes of the Thursday, February 17, 2011, meeting were approved on the motion of Regent Brown as seconded by Regent L. Smith. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
5. **Regents Report.** No reports were given.
6. **Executive staff reports**

- A. Ms. Judy Colwell, Vice President for Academic Affairs, was absent and no additional report was given.
- B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #2. In addition to the attached report, Dr. Vineyard mentioned that the NOC Enid Campus has received tree grants and the Enid News Eagle is complimenting NOC for the improvements. Dr. Vineyard also mentioned that the Community Resource Fair was a success and as a result of the fair, a Community Resource directory is being printed. NOC Enid will be hosting a healthy eating seminar, College Cooking 101, on April 6th. Dr. Vineyard stated that the NOC observatory has had over 8,000 visitors since its opening. Dr. Vineyard announced that the NOC Lady Jets made it to the National NJCAA Tournament and came in 4th in the nation.
- C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #3. In addition to the attached report, Mrs. Quirey stated that she recently met with Dr. Pam Fry and Dr. Bruce Crauder regarding math articulation and a Faculty Association meeting for April 18th.
- D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #4. In addition to the attached report, Ms. Simpson advised that a memo has been sent to department heads requesting a summer list for capital improvements and the due date is April 15th.
- E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #5. Dr. Edgington discussed the summer and fall 2011 Preliminary Enrollment Report.
- F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #6.
- G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. Mr. Machia was absent and no additional report was given.
- H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. In addition to the attached report, Mr. Dye stated he attended a UC Building Committee meeting and the expected opening date is May 10, 2011.

- I. Mr. Jason Johnson, Dean of Students, Tonkawa Campus, presented attachment #9. Mr. Johnson had nothing more to add to his report.
7. **President's report.** Mr. Tom Poole, Interim President, announced that Lieutenant Governor Todd Lamb will be the speaker at the Tonkawa and Enid Commencements. Mr. Poole handed out and discussed Oklahoma's Community Colleges enrollment information.
8. **Other reports. Personnel Actions.** No report was given.
9. **Memorandum of Understanding between Northern Oklahoma College and the University Center of Ponca City.** On the motion of Regent James as seconded by Regent L. Smith, the Regents approved the Memorandum of Understanding between Northern Oklahoma College and the University Center of Ponca City. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
10. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report. On the motion of Regent L. Smith as seconded by Regent J. Smith, the Regents approved the monthly financial report. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
11. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for ITV Audio Equipment-Harold 201, *SKC Communication Products*, \$6,356.44, sole source, Funding source: Capital funds; Roof Replacement-200 N. Pine, *Owens Roofing*, \$7,950.00, Funding source: Auxiliary funds; Boiler Installation-Central Hall, *Ward's Air Conditioning*, \$8,511.94, Emergency, Funding source: Capital funds; Tile Flooring & Installation -Gantz 100 & 110, *Brewer Carpet One-Enid*, \$9,855.93, Funding source: Auxiliary funds; Annual Maintenance Calypso For Transcript, *IBT Corporation*, \$5,000.00, sole source, Funding source: Capital funds.

Purchases of \$10,000.00 or more were for Custom Media Equipment Installation Gantz, Science & Marshall Buildings, *Pro Presenters*, \$25,445.87, Funding source: Capital funds; 120 Microscopes-Tonkawa Science Labs, *Midwest Bioservice Co LLC*, \$84,998.00, Funding source: Capital funds; 800 Microsoft Office Pro Plus 2010 Licenses, *CDW Government Inc.*, \$45,200.00, NIPA contract, Funding source: Capital funds; Custom Media Furniture-Gantz, Science & Marshall Buildings, *Spectrum Industries Inc.*, \$11,425.12, OU contract, Funding source: Capital & auxiliary funds; Mattress Covers-Tonkawa Residence Halls, *Terminix*, \$10,500.00, Funding source: Capital funds; Tables & Chairs-Gantz 100 & 110, \$13,550.00, approximate, Funding source: Auxiliary funds. On the motion of Regent James as seconded by Regent Brown, the Regents approved the monthly purchases. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
12. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$200,000.00 for various projects: Instruction Furniture & Equipment, \$80,000.00; Instruction Furniture & Equipment-Enid, \$35,000.00; Computers & Networking, \$10,000.00; Computer Software Fees & Licenses, \$55,000.00; Physical Plant & Equipment, \$10,000.00; Dorm Furniture & Equipment, \$10,000.00. On the motion of Regent Brown as seconded by Regent James, the Regents approved the Section 13-600-650 allocation request. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
13. **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 2:00 p.m. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
14. **Executive Session.** Possible vote to go into executive session pursuant to Title 25, Oklahoma Statutes, 307(B)(1), for the purpose of discussion and possible action on the compensation package for Dr. Cheryl Evans, newly appointed President of Northern Oklahoma College.
15. **Vote to return to open session.** On the motion of Regent James as seconded by Regent Brown, the Regents voted to return to open session at 2:47 p.m. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.
16. **Discussion and possible action on the compensation package for Dr. Cheryl Evans, newly appointed President of Northern Oklahoma College.** On the motion of Regent James as seconded by Regent Brown, the Regents voted on the start date and compensation package for Dr. Cheryl Evans. The start date will be June 1, 2011 with a compensation package totaling \$158,000.00 per year plus a maintenance allowance of \$600.00 per month. The deferred compensation will no longer be made but will be rolled into the basic pay. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.

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."
18. **Items for next agenda.**
19. **Announcement of next scheduled meeting:** Thursday, April 21, 2011, 12:30 p.m., Enid Campus. The Enid PLC and the Employee Recognition recipients will join the Regents for lunch.
20. **Adjournment.** Motion made at 3:35 p.m. for adjournment by Regent James as seconded by Regent L. Smith. Voting aye were Regents Brown, James, J. Smith, L. Smith and Mendez.


CHAIR
SECRETARY
MEMBER
VICE-CHAIR
MEMBER