

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, May 13, 2010, Tonkawa Campus

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

Absent:

Staff present: Dr. Roger Stacy, 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.** Chair Lynn Smith called the meeting to order at 1:05 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.** Mr. Dineo Heilmann, Chair, Fine Arts Division.

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, April 15, 2010, meeting were approved on the motion of Regent Brown as seconded by Regent Mendez. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.

5. **Regents' report.** Regent James commented that he thought both commencements went very well. He further commented that it was refreshing to sit by both speakers and both speakers were very complimentary of the graduates. He mentioned also that Brigadier General Rick Adams, Tonkawa speaker, even stood and shook hands with each graduate.

6. **Recognition of exemplary program(s).** Professor, Dineo Heilmann, Chair, Fine Arts Division, handed out Fine Arts brochures and a copy of End of Year events. Mr. Heilmann mentioned that Manuel Prestimo, PMI, helps write grants and brings in community artists. Dineo stated that REACT, which is a group of regional actors, did four very good performances this year. Mr. Heilmann stated that the Roustabouts did a benefit for Blackwell High School and a program for Ripley High School. Mr. Heilmann announced that Audrey Schmitz is the winner of the Oklahoma Foundation of Excellence Award, and Brad Matson and Audrey Schmitz are both DaVinci Award winners. Dineo showed a very entertaining PowerPoint presentation of a Roustabout performance. Mr. Heilmann stated that NOC has 30 music majors, 17 art majors, 18-20 DMI majors, with a low enrollment in theatre but they are working on that.

7. **Executive staff reports**

A. Ms. Judy Colwell, Vice President for Academic Affairs, presented attachment #4. In addition to the attached report, Ms. Colwell announced that there have been several staff changes. Mr. Curtis Johnson will be replacing Rex Ackerson, who is retiring; Ms. Dana Ayers will be replacing Eric Bradford; Sarah Olson will be replacing Brent Loney as the Process Tech Advisor; and Mr. Scott Haywood, in addition to his teaching load, will be a part-time grant writer.

B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #6. Dr. Vineyard had nothing more to add to his report.

C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #5. In addition to the attached report, Ms. Quirey handed out and discussed Global Education information.

D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #2. Ms. Simpson handed out and discussed FY2011 Budget Reduction Scenarios.

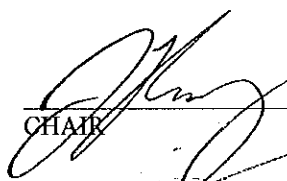
E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #9. Dr. Edgington had nothing more to add to his report.

- F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #3. In addition to the attached report, Ms. Snyder announced that NOC is hosting a tour of 400 eighth graders from East Middle School from Ponca City. They will tour DMI, Fine Arts Division, Nursing Division and the NOC radio station.
- G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. In addition to the attached report, Mr. Machia stated that IT has finalized the fiber servers for the Stillwater Campus and the fibers are in place on the 4th floor of Zollars. He also announced that the bids are in for the technical equipment.
- H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. In addition to the attached report, Mr. Dye stated that the Zollars remodel is a little over budget with Diversified. Most of the remaining remodel to Zollars can be done in house and the remodel should be finished soon. Larry announced that the final floor plan revision for Fountain Square is complete.
8. **President's report.** Dr. Roger Stacy presented attachment #1. In addition to the attached report, Dr. Stacy announced that NOC softball was seeded fourth, won first two games, beaten in last game in the last inning. NOC baseball was seeded second and third in the tournament so they are back in for the NJCAA Word Series.
9. **Other reports.** No other reports were given.
10. **Faculty Tenure.** On the motion of Regent Mendez and seconded by Regent James, the Regents approved the faculty presented for tenure. To be eligible for tenure at NOC, faculty must have a Master's Degree and have been with NOC for three years. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
11. **403(B) Plan.** On the motion of Regent Brown and seconded by Regent Mendez, the regents approved the modification and proposed resolutions for the 403(B) Plan. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
12. **Modification of Concurrent Enrollment Plan.** On the motion of Regent Brown and seconded by Regent J. Smith, four of the five Regents approved to modify the Concurrent Enrollment Program by waving the Supplemental Off-Campus fee for the Stillwater Campus. Voting aye were Regents Brown, James, J. Smith, and L. Smith. Abstaining was Regent Mendez.
13. **University Center Architect Selection.** On the motion of Regent James as seconded by Regent J. Smith, four of the five Regents voted to approve the selection of Lewis and Associates as architects for renovation of 2800 N. 14th Street, Ponca City, for use by the University Center at Ponca City. Voting aye were Regents James, Mendez, J. Smith and L. Smith. Regent Brown abstained. Regent Brown mentioned that the UC received \$700,000.00 from the Stimulus Fund and \$100,000.00 from the Peel Foundation. She stated that Mr. Chuck Greenwood is chair of the fund raising efforts.
14. **Policy and Procedures for the Annual Evaluation of the President.** On the motion of Regent L. Brown and seconded by Regent Mendez, the Regents approved the policy and procedures for the annual evaluation of the President of Northern Oklahoma College, which is outlined in the written policy presented at the regents meeting, and to approve the use of the evaluation form. The evaluation forms will be mailed by Regent L. Smith to each member of the Leadership Team as well as to the Division Chairs. The forms are to be mailed back to Regent L. Smith by Wednesday, May 26, 2010. All input information will remain confidential. Regent L. Smith called for an Executive Session for the June 10, 2010 Board of Regents meeting to discuss the Annual Evaluation of the President. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
15. **Monthly Financial Report.** Ms. Simpson presented the April 2010 Monthly Financial Report for approval. On the motion of Regent Brown and seconded by Regent Mendez, the Regents approved the Monthly Financial Report for April 2010. Voting aye were Regents Brown, James, J. Smith and L. Smith.
16. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for Track-II Software Renewal, *Numara*, \$7,846.11, sole source; 10 Replacement Laptops-Tonkawa & Enid, *CDIW Government Inc*, \$8,939.00; 10 Replacement PC's-Tonkawa, Enid, Stillwater, *CDIW Government Inc*, \$9,138.20; Compressor-Kinzer Performing Arts Center, *Ward's Air Conditioning*, \$8,817.25, emergency; 2 27 HP Mowers, *Hayes Equipment*, \$9,998.00. Purchases of \$10,000.00 or more were for Renovation of Earl Butts Residence Hall, Restroom Renovation & Shower Replacement-North Wings, *Diversified Construction of Oklahoma*, \$195,326.37, UCO State contract; Laptop Tracking Software Licenses, *Agilysys*, \$13,800.00, WSCA contract; Partition Walls-Zollars Building, *Diversified Construction of Oklahoma*, \$14,360.48, UCO State contract; PC's & Printers-Zollars Building, *ProVantage*, \$23,002.24; ITV Classrooms-Zollars Building, *Direct Communications*, \$233,890.00; Science Lab Remodel-Tonkawa Campus, Not to exceed \$95,000.00; 2 Fleet Vehicles, 2010 Chevy Impala, *Pemberton Chevrolet 2* @ 16,977.99 each depending upon availability,


\$33, 954.00; or 2 2009 Chevrolet Impala, 2 @ 15,500.00 each depending upon availability, \$31,000.00.

On the motion of Regent Brown as seconded by Regent Mendez, the Regents approved the monthly purchases. If NOC could not get 2 2010 Chevy Impalas from Pemberton, then NOC would take 1 2010 Chevy Impala and 1 2009 Chevy Impala. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.

- 17. Section 13 600-650 allocation request for various projects. Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$215,000.00 for various projects: Instruction: Furniture & Equipment, \$100,000.00; Repair of Educational Facilities, \$5,000.00; Repair of Educational Facilities-Enid, \$5,000.00; Computer Software & License Fees, \$25,000.00; Computers and Networking, \$15,000.00; Computers and Networking-Enid, \$10,000.00; Computers and Networking-Stillwater, \$5,000.00; Campus Dining Facilities, \$5,000.00; Physical Plant and Equipment, \$25,000.00; Dorm: Furniture and Equipment, \$20,000.00. On the motion of Regent Brown as seconded by Regent J. Smith, the Regents approved the Section 13 600-650 allocations. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
- 18. **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". A motion was made by Regent L. Brown and seconded by Regent Mendez, that the time of the Board of Regents meeting be moved from 3:00 p.m. to 12:30 p.m. for lunch and the meeting would start at 1:00 p.m.. Voting aye were Regents Brown, James, Mendez, J. Smith and L. Smith.
- 19. Items for Next Agenda.
- 20. Announcement of next scheduled meeting: Thursday, June 10, 12:30 p.m., Tonkawa Campus.
- 21. Adjournment. On the motion of Regent Brown as seconded by Regent J. Smith, the Regents voted to adjourn. Voting aye were Regents Brown, James, J. Smith and L. Smith. Chair L. Smith announced the meeting adjourned at 3:45 p.m.




CHAIR




SECRETARY



MEMBER



VICE-CHAIR



MEMBER