

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, May 21, 2009, Tonkawa Campus

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

Absent:

Staff present: Dr. Roger Stacy, Judy Colwell, Mick Weiberg, Anita Simpson, Sheri Snyder, Debbie Quirey, Larry Dye, Dr. Rick Edgington, Bill Johnson, Mike Machia, Dr. Ed Vineyard, and Sherry Reubell

Chair Keith James 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. **Reciting of the Northern Oklahoma College Mission Statement.**

2. **Vote to approve minutes.** The minutes of the Thursday, April 30, 2009 meeting were corrected and approved on the motion of Regent Brown as seconded by Regent Smith. Voting aye were Regents Brown, Detten, Mendez, Smith, and James.

3. **Miscellaneous Reports.**

A. **Regents' report.** Regent Brown thanked everyone for the cards, phone calls, visits and the support of friends and family while John was in the hospital. Regent Brown reported he is doing really well for someone who has never been sick or been to a doctor. Regent James reported the Regents have received several pieces of correspondence.

B. **Recognition of Exemplary Program(s).**

C. **Executive staff reports.**

1. Ms. Colwell announced that finals for spring 2009 semester are finished. Ms. Colwell mentioned that the Faculty/Staff Service Award Recognitions was held on May 7th. Ms. Colwell handed out copies of the Year End Review. Summer school starts May 11 with other classes starting on May 18, and continuing into June and July. The Strategic Plan was given to the Division Chairs before school was out and they were asked to bring them back in August. Ms. Colwell advised that the OPIE meeting has been rescheduled for June 4 with Chesapeake hosting and a tour is being planned.
2. Dr. Ed Vineyard, Vice President for the Enid Campus, announced that Tri-State went very well. It's always nice to have the young students on campus. NOC Enid will be hosting Dr. Fears for their next lecture. Dr. Vineyard announced that they met with KOCH Industries to see if there is an interest in bringing PTEC to Enid. Dr. Vineyard announced that the Readers Choice Awards are out and NOC won the best college, Steve Glazier won the best instructor, and Raydon Leaton won the best coach.
3. Ms. Debbie Quirey, Associate Vice President of Stillwater Campus, announced that the last three weeks have been occupied with investigations. Ms. Quirey mentioned that enrollment is down and she believes it is due to the economy. Ms. Quirey advised that they are in the process of looking for new adjunct faculty for the fall semester.
4. Mr. Mick Weiberg, Vice President for Student Services, announced that NOC hosted the Tonkawa High School graduation last weekend. Mr. Weiberg reported that work is going on in the dorms to get them ready for summer camps and the fall semester. Mr. Weiberg discussed the need for two over-the-road buses to replace existing buses in the fleet used for student activities.
5. Ms. Anita Simpson, Vice President for Financial Affairs, stated that the Employee Service Awards were presented on May 7th for those employees completing their first year of service as well as for employees attaining increments of five years of service. Ms. Simpson advised that Employee Evaluations were distributed May 21st and are to be returned to the Human Resource Office in mid June. Ms. Simpson also mentioned that higher education is exempt from legislation recently passed in regard to bi-monthly payroll disbursements. Ms. Simpson announced that the Statement of Financial Interest Report for the

- Ethics Commission should have been submitted by May 15, 2009 for required individuals. Mrs. Simpson stated that the bids for the remodeling of the Zollars Building, the restrooms for the Administration Building, and restrooms for the Marshall Building in Enid are due on June 9, 2009, at 3:00 p.m. Ms. Simpson is monitoring the projected reserve balance in the educational and general fund to verify that we maintain the statutory requirement. Preliminary figures were discussed on anticipated state appropriations, mandatory cost increases, and enrollment revenue impacting the FY2010 Educational and General Budget.
6. Dr. Rick Edgington, Associate Vice President of Enrollment Management and Registrar, handed out a summer 2009 Preliminary Enrollment Report. Dr. Edgington reported that online enrollment is down due to processing no-shows. Dr. Edgington handed out the fall 2010 Preliminary Enrollment Report. He reported that something new was tried on Fridays in April, this being that incoming freshmen could come and enroll and this turned out to be a very good thing for NOC. Dr. Edgington is processing grades for graduation with 248 graduates from Tonkawa and 165 graduates from Enid. Dr. Edgington announced that 312 students have 55+ hours and have not applied for graduation.
 7. Ms. Sheri Snyder, Vice President for Development and Community Relations, announced that her department will follow up this summer with some recruitment and retention initiatives. Ms. Snyder stated that all activities and events are finished for the academic year with the exception of the recruiters who are busy attending award assemblies. As a committee member, Ms. Snyder announced that Relay for Life for the Blackwell/Tonkawa area is July 17 & 18 with Kirby Tickel and Kelly McLain co-captains for the NOC teams. Ms. Snyder also announced that the NOC Foundation has new scholarships to start for fall semester and is in the process of seeking new trustees to fill vacant slots on the Board. Ms. Snyder concluded by acknowledging Bill Johnson who writes the "What's Happening" on a weekly basis.
 8. Mr. Mike Machia, Director of Information and Instructional Technology, announced that IT is doing an onsite evaluation in Enid to determine replacement costs for laptops and desktops. Mr. Machia is working with ESP on revising the UDS Data due to State Regents wanting more detail in enrollment. The data is still being tested and processed. Mr. Machia is working on cold processing with the physical plant. Mr. Machia announced that IT got approval for a RUSS Grant, which Marion Tucker applied for before her retirement.
 9. Mr. Larry Dye, Associate Vice President of Physical Operations, reported that the Physical Plant is very busy. They are cleaning Marshall Hall and installing chemistry and biology labs. Mr. Dye announced that they are getting the dorms back in shape and busy getting the mowing caught up. Mr. Dye advised that he and Dr. Vineyard attended the memorial service for Jim Atkinson. Mr. Dye announced that the Physical Plant has been busy removing "painting" from Tonkawa and Stillwater.
- D. **President's Report.** Dr. Stacy reported that the Senate, House, and Governor have agreed that Higher Education will receive stimulus money. Dr. Stacy mentioned that we could receive stimulus money through 2012; however, that is not definite yet. Dr. Stacy stated that if we don't get stimulus money, colleges may have to raise tuition and fees. Dr. Stacy announced that Ponca City Public Schools are supportive of NOC. Dr. Stacy suggested that NOC could draw the students to campus with swimming, science games, etc. This could possibly have a long term advantage for our school.
4. **Faculty Tenure.** Ms. Colwell presented a request for nine faculty members to receive tenure. Ms. Colwell announced that to be eligible for tenure, the faculty must have a Masters Degree and have three years experience with NOC. Faculty members recommended for tenure were Bart Allen (Business), Dr. Cathy Moore (Language Arts), Lisa Nordquist (Language Arts), Dr. Dave Monks (Science, Mathematics, & Engineering), Kathleen Otto (Science, Mathematics, and Engineering), Deanna Payton (Science, Mathematics, & Engineering), Robin Ruyle (Science, Mathematics, & Engineering), Brenda Pennington (Social Sciences), and Jeanine Deterding (Nursing). On the motion of Regent Linda Brown as seconded by Regent Lynn Smith, the Regents approved tenure for nine faculty members for the Academic year 2009-2010. Voting aye were Regents Brown, Detten, Mendez, Smith and James.
 5. **Solicitation for Bids.** Ms. Simpson advised that bids are not due until June 9 and this item was tabled until the June 11, 2009, Regents Meeting.

6. **Over the Road Buses.** Mr. Mick Weiberg requested approval for pre-authorization to purchase two Over the Road Buses. On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the pre-authorization to purchase two used Over the Road Buses. Voting aye were Regents Brown, Detten, Mendez, Smith and James.
7. **Section 13 600-650 allocation request.** Ms. Simpson presented Section 13 600-650 allocation requests of \$200,000.00 for approval. On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the request. Voting aye were Regents Brown, Detten, Mendez, Smith and James.
8. **Monthly Financial Report.** Ms. Simpson presented the monthly financial report for the month of April 2009. On the motion of Regent Smith as seconded by Regent Mendez, the Regents approved the monthly financial report. Voting aye were Regents Brown, Detten, Mendez, Smith and James.
9. **Monthly Purchases.** Ms. Simpson presented the purchases for May 2009. Purchases for \$5,000 or more were for Security Cameras – Stillwater Campus, *Falco Alarm Company of Stillwater*, \$9,648.00, sole source. Purchases of \$10,000.00 or more were for 60 Planetarium Chairs, *Ron Gawith*, \$20,770.00; WebCt Software, *Blackboard, Inc.*, \$14,600.00, sole source. On the motion of Regent Brown as seconded by Regent Detten, the recommendation was approved. Voting aye were Regents Brown, Detten, Mendez, Smith, and James.
10. **Travel Claims.** Ms. Simpson presented travel claims for signatures.
11. **Executive Session.** On the motion of Regent Brown as seconded by Regent Detten, the Regents voted to go into Executive Session at 4:47 p.m. Voting aye were Regents Brown, Detten, Mendez, Smith, and James.

On the motion of Regent Smith as seconded by Regent Detten, the Regents voted to come out of Executive Session at 6:30 p.m. Voting aye were Regents Brown, Detten, Mendez, Smith, and James.
No votes were taken. Regents had regular discussion.
12. **New Business.** Consideration of “any matter not known about or which could not have been reasonably foreseen prior to the time of posting agenda.”
13. **Items for next agenda.**
14. **Announcement of next scheduled meeting: June 18, 2009, Tonkawa Campus**

Regent James requested a Special Board Meeting, May 28, 2009, 3:00 p.m., Tonkawa Campus.
Regent Jeff Smith introduced his wife, Linda, to the Board of Regents.
15. **Adjournment.** On the motion of Regent Smith as seconded by Regent Detten, the Regents voted to adjourn. Voting aye were Regents Brown, Detten, Mendez, Smith, and James. Chair Keith James announced the meeting adjourned at 7:30 p.m.

CHAIR

VICE-CHAIR

SECRETARY

MEMBER

MEMBER