

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

June 19, 2008

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

Absent:

Staff present: Dr. Joe Kinzer, President, Dr. Roger Stacy, Anita Simpson, Sheri Snyder, Marion Tucker, Mick Weiberg, Larry Dye, Dr. Rick Edgington, Debbie Quirey, Judy Colwell, Jill Dark, and Bill Johnson.

Chair Linda Brown 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.

1. **Vote to approve minutes.** The minutes of the May 15, 2008, meeting were approved on the motion of Regent James as seconded by Regent Mendez. Voting aye were Regents Brown, Detten, James, Mendez, and Smith.
2. **Miscellaneous Reports.**
 - A. **Regents report.** Regent James commented on the great job the groundskeepers are doing on campus. Regent Brown commented on the campus landscaping, campus security, and the retirement of Marion Tucker, Vice President for Information Technology, on September 1, 2008.
 - B. **President's report.** President Kinzer thanked the Regents and the executive staff for their service to Northern Oklahoma College.
 - C. **Executive staff reports.**
 1. Dr. Roger Stacy, Vice President for Academic Affairs, reported summer camps including the STEM camp that had 12 high school students in attendance; FreeWheel Oklahoma voted Tonkawa "Community of the Week" for the hospitality shown to the bikers during their stay; and the Oklahoma Partners for Industry & Education members have been invited to address the Oklahoma Department of Commerce.
 2. Mick Weiberg, Vice President for Student Affairs, reported Basketball camps, wellness center usage. He also reported that the Residence Halls are filling up for the fall semester.
 3. Ms. Marion Tucker, Vice President for Information Technology, reported on the Upward Bound Summer Camp on the Enid campus, and the hiring of Brian Beckwith as Webmaster.
 4. Ms. Anita Simpson, Vice President for Financial Affairs, reported on financial affairs including an update on bond projects, and ADA compliance and the baseball field in Enid.
 5. Ms. Sheri Snyder, Vice President for Development and Community Relations, on several events including the Vineyard Library Administration Building Open House, The Oklahoma FreeWheel visit and The Blackwell/Tonkawa Relay for Life scheduled for July 18-19 on the Tonkawa campus.
 6. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, reported on fall enrollment, the new classroom building progress, and that 15 Research Initiative for Scientific Enhancement (RISE) students are attending NOC summer classes to prepare for OSU fall semester classes.
 7. Mr. Larry Dye, Associate Vice President of Physical Operations, reported on construction projects for all three campuses including the planetarium and ADA compliance.
 8. Dr. Rick Edgington, Associate Vice President of Enrollment Management/Registrar, reported on summer and fall registration – with 1,502 students taking summer courses, and 2,840 fall students enrolled so far.

9. Ms. Judy Colwell, Dean of Instruction, reported that the HLC Final Report for Continued Accreditation has been received and a copy was given to the Regents.

D. Other Reports.

1. Mr. Roy Easley, architect with Easley & Associates reported on future construction, improvement, and maintenance projects.
2. Ms. Linda Brown, Director of Financial Aid updated the Regents on loan availability. She reported that the number of loan sources has decreased from 12 last year to 5 this year.
3. **Tuition and Fees.** Anita Simpson presented a proposal for modification of tuition and fee rates for the Tonkawa, Enid, and Stillwater campuses for FY 2009. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the modification. On the motion of Regent Detten as seconded by Regent Mendez, the Regents approved the modification of tuition and fee rates for the Tonkawa, Enid, and Stillwater campuses for FY 2009. Voting aye were Regents James, Smith, Mendez, Detten, and Brown.
4. **Institutional Budget for FY 2009.** Anita Simpson presented the Institutional Budget for FY 2009. President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the budget. On the motion on Regent James as seconded by Regent Mendez, the Regents approved the Institutional Budget for FY 2009. Voting aye were Regents Smith, Brown, Detten, Mendez, and James.
5. **Election of Board Officers.** On the motion of Regent Detten as seconded by Regent Smith, the Regents elected Regent Keith James as chair for the 2008-2009 year. Voting aye were Regents Smith, Brown, Mendez, and Detten. Regent James abstained.

On the motion of Regent James as seconded by Regent Detten, the Regents elected Regent Lynn Smith as vice-chair for the 2008-2009 year. Voting aye were Regents James, Brown, Mendez, and Detten. Regent Smith abstained.

On the motion of Regent Smith as seconded by Regent James, the Regents elected Regent Richard Detten as Secretary for the 2008-2009 year. Voting aye were Regents Smith, Brown, James, and Mendez. Regent Detten abstained.
10. **Campus Master Plan.** President Kinzer recommended that the Board of Regents for Northern Oklahoma College consider approval of the campus master plan for FY 2010-2014. On the motion of Regent Smith as seconded by Regent Mendez, the Regents approved the campus master plan for FY 2010-2014. Voting aye were Regents James, Detten, Smith, Mendez, and Brown.
11. **Section 13 600-650 allocation request.** Anita Simpson presented a Section 13 allocation request in the amount of \$140,000.00 for various projects. On the motion of Regent Smith as seconded by Regent Mendez, the Regents approved the request. Voting aye were Regents James, Detten, Smith, Mendez, and Brown.
12. **Monthly financial report.** Anita Simpson presented the expenditure report for the month of May. On the motion of Regent Detten as seconded by Regent James, the Regents approved the monthly financial report. Voting aye were Regents Brown, Detten, James, Mendez, and Smith.
13. **Monthly purchases.** Anita Simpson presented the purchases report for June. Purchases for \$5,000.00 or more were for 3 Notebooks – Tonkawa Faculty, *Hewlett-Packard*, \$5,724.00, WSCA contract.

Purchases for \$10,000.00 or more were for construction – Stillwater classrooms, *Oklahoma State University*, \$214,285.71; paving – Enid campus, *CH Concrete*, \$27,107.82; Vineyard Library Administration Building, *Sooner Construction Co.*, \$75,300.18; Vineyard Library Administration Building, *Sooner Construction Co.*, \$141,086.97; elevator renovation – Enid campus, *Downey Contracting*, \$157,889.48; Architect services – Vineyard Library Administration Building, *Easley Associates*, \$32,427.00; Architect services – Enid campus paving, *Easley Associates*, \$17,729.68.00; Architect services – Enid Elevator Renovations, *Easley Associates*,

\$22,716.00; Process Technology area gravel screenings, *Diemer Construction Co.*, \$22,252.32, previous bid; external auditing services, *Tullius Taylor Sartain & Sartain*, \$17,110.00, sole source; plagiarism prevention software, *IParadigms LLC*, \$12,965.00; periodical subscriptions – Library, *Popular Subscription Service*, \$16,016.78; WebCT software, *Blackboard Inc.*, \$13,300.00, sole source; Desktops – Stillwater computer lab, *Hewlett-Packard*, \$49,561.00, WSCA contract; 3 portable video conferencing units, *SKC Communication Products*, \$42,374.64, E & I contract; presentation equipment – Enid, *Video Reality*, \$49,160.00, state contract; roof repairs – Tonkawa, *Alva Roofing Co.*, \$15,088.00, state contract; 60 month rental lease – Color Canon Imagepress C7000VP set, *Ikon Office Solutions*, \$7,709.23 per month, sole source; digital signage – Tonkawa Student Union, Vineyard Library Administration Building, *Industrial Image*, \$10,360.00, sole source; 24 Desktops – DMI Lab, \$72,000.00, approximate; POISE server upgrade, *Education Server Products*, \$50,979.87, sole source; Docubase scanners – Vineyard Library Administration Building, *IBT Corporation*, \$12,883.00, sole source; Traci-It maintenance (3 yr), *Numera*, \$13,794.30, sole source; presentation equipment – Vineyard Library Administration Building – Financial Affairs, Development & Community Relations, President's Conference rooms, *Video Reality*, \$23,821.85, sole source.

14. Travel claims. Anita Simpson presented travel claims for signatures.
15. Items for next agenda.
16. New business.
17. Announcement of next meeting. The next meeting is scheduled for July 17, 2008 at 3:00 p.m., Tonkawa
18. Adjournment. Chair Brown announced the meeting adjourned at 5:00 p.m.

CHAIR

VICE-CHAIR

SECRETARY

MEMBER

MEMBER