

NORTHERN OKLAHOMA COLLEGE BOARD OF REGENTS

Minutes

Thursday, June 23, 2011, Tonkawa Campus

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

Absent: Regent Jeff Smith

Staff present: Dr. Cheryl Evans, Judy Colwell, Larry Dye, Dr. Rick Edgington, Bill Johnson, Jason Johnson, Mike Machia, Tom Poole, Debbie Quirey, Anita Simpson, Sheri Snyder, Stacy Tiger, Dr. Ed Vineyard, and Sherry Reubell.

1. **Call to order.** Dr. Jesse Mendez called the meeting to order at 12:35 p.m. On the motion of Regent Brown as seconded by Regent James, the meeting was moved to the Gene Daugherty Art Gallery for a Power Point presentation by Johnson Controls. On the motion of Regent Brown as seconded by Regent James, the meeting was moved back to the President's Conference room at 1:15 p.m. to resume the meeting. Notice of the meeting had been given to the Secretary of State and the agenda posted. Four Regents were present. One Regent was absent.

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, May 19, 2011, meeting were approved on the motion of Regent Brown as seconded by Regent L. Smith. Voting aye were Regents Brown, James, L. Smith and Mendez.

5. **Regents Report.** Regent L. Smith stated that the Enid Planning Commission approved rezoning Clay Hall. This will go to the City of Enid in July for approval. Regent Smith mentioned that the next time to apply for tax credit is November. It may be close to January-February 2012 before approval for tax credit will be given. Regent Smith advised that construction could possibly begin in early spring and be occupied by 2013. Regent Smith mentioned that NOC has signed an agreement to extend the purchase contract. Regent Brown thanked everyone for the extremely well done reception given for Tom Poole and it was indicative of Tom's personality.

6. **Executive staff reports**

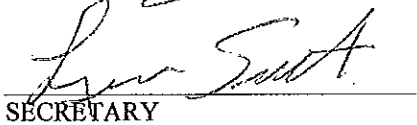
- A. Ms. Judy Colwell, Vice President for Academic Affairs, presented attachment #1. In addition to the attached report, Mrs. Colwell advised that she was completing the necessary paperwork to report the change in location for the University Center to the Higher Learning Commission (HLC). When there is a change in address, HLC policy considers it the same as closing the teaching site and re-opening another. As such Northern is required to submit (1) documentation to close the University Center at the old site, (2) a teach out plan to explain how students attending at the old site will be accommodated to complete their programs, and (3) an application to open the new site as an approved site for offering Northern Oklahoma Coursework.
- B. Dr. Edwin Vineyard, Vice President for the Enid Campus, presented attachment #2. Due to Dr. Vineyard being out of the country, no written report was given for June. Dr. Vineyard stated that there was an excellent turn out for Dr. Fears lecture. Dr. Vineyard mentioned that Dr. Allan Anderson had a heart attack while visiting family in Idaho and he had a quadruple by-pass surgery and Dr. Anderson is in intensive care.
- C. Ms. Debbie Quirey, Associate Vice President of the Stillwater Campus, presented attachment #3. Ms. Quirey had nothing more to add to her report except that they are dealing with ADA compliance issues that pertain to Cowboy Mall.

- D. Ms. Anita Simpson, Vice President for Financial Affairs, presented attachment #4. In addition to the attached report, Ms. Simpson handed out a scholarship expense report for the Tonkawa, Enid, and Stillwater campuses. This reports shows tuition waivers and scholarship expense categories. Ms. Simpson stated that Kerri Gray does and exceptional job as Scholarship Coordinator. Ms. Simpson mentioned that new scholarship programs are brought to Ms. Sheri Snyder.
 - E. Dr. Rick Edgington, Associate Vice President of Enrollment Management, presented attachment #5. Dr. Edgington discussed the summer 2011 Preliminary Enrollment Report and the fall 2011 Preliminary Enrollment Report. Dr. Edgington discussed the spring 2011 Final Enrollment Report. Dr. Edgington advised that \$1.5 million dollars were spent by students and received no course credit. Dr. Edgington stated that 175 class sections were offered through ITV in 2010-2011.
 - F. Ms. Sheri Snyder, Vice President for Development and Community Relations, presented attachment #6. Ms. Snyder had nothing more to add to her report.
 - G. Mr. Mike Machia, Director of Information and Instructional Technology, presented attachment #7. Mr. Machia had nothing more to add to his report.
 - H. Mr. Larry Dye, Associate Vice President of Physical Operations, presented attachment #8. Mr. Dye commented on the Johnson Controls presentation and he hoped that it helped us understand better.
 - 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.** Dr. Cheryl Evans thanked everyone for a great start at Northern. She especially thanked Tom Poole for all his help and being so gracious in bringing her up to speed. Dr. Evans stated she hit the floor running by attending the Two-Year College Presidents meeting and the Council of Presidents meeting in Oklahoma City. Dr. Evans stated that she has been able to spend a small amount of time with each Leadership Team member and Ms. Stacy Tiger at the University Center. She spent time in Tonkawa with Janet White meeting some of Tonkawa's people. Dr. Evans thanked Dean Jason Johnson for taking her on a tour of the campus. Dr. Evans attended the Miss Oklahoma Pageant in Tulsa in support of NOC's two contestants. Dr. Evans also attended the Kaw Lake Association meeting. Dr. Evans thanked the Board of Regents for allowing her to fulfill an obligation as Chair of Youth Leadership Oklahoma. Dr. Evans attended the Freewheel event, held on the Tonkawa Campus, and Ron Geiser and his staff served over 1,100 participants on Friday evening. Lastly, Dr. Evans appeared before the State Regents and gave a tuition report on behalf of NOC.
 8. **Other reports. Personnel Actions.** Ms. Simpson stated that 1 fulltime employee resigned and 1 fulltime employee retired and 4 fulltime employees have been hired.
 9. **Tuition and Fees.** On the motion of Regent L. Smith as seconded by Regent James, the Regents approved a 5.9% increase in tuition and mandatory fees for the Tonkawa and Enid Campuses for FY11-12. Voting aye were Regents Brown, James, L. Smith and Mendez. On the motion of Regent Brown as seconded by Regent James, the Regents approved a 5.9% increase in tuition and mandatory fees for the NOC/OSU Gateway Program in Stillwater for FY11-12. Voting aye were Regents Brown, James, and L. Smith. Regent Dr. Jesse Mendez abstained from voting.
 10. **Campus Master Plan.** On the motion of Regent Brown as seconded by Regent L. Smith, the Regents approved the campus master plan for FY2013-2017. Voting aye were Regents Brown, James, L. Smith, and Mendez.
 11. **Institutional Budget for FY2012.** Ms. Simpson presented the Institutional Budget for FY2012. On the motion of Regent James as seconded by Regent L. Smith, the Regents approved the Institutional Budget for FY2012. Voting aye were Regents Brown, James, L. Smith and Mendez.
 12. **Agreement between Northern Oklahoma College and Oklahoma State University.** On the motion of Regent L. Smith as seconded by Regent Brown, the Regents approved the agreement between Northern Oklahoma College and Oklahoma State University for architectural and engineering services on an as needed basis, no retainer fee. Voting aye were Regents Brown, James, and L. Smith. Regent Dr. Mendez abstained from voting.

13. **Non-Resident Tuition Waiver Policy.** On the motion of Regent Brown as seconded by Regent L. Smith, the Regents approved the Non-Resident Tuition Waiver Policy which modifies the Kansas Non-Resident Tuition Waiver to include all states outside of Oklahoma making it an Out-of State Non-Resident Tuition Waiver. Voting aye were Regents Brown, James, L. Smith and Mendez.
14. **Election of board officers.** On the motion of Regent James as seconded by Regent L. Smith, the Regents elected Regent Brown as Chair of the NOC Board of Regents for 2011-2012. Voting aye were Regents James, L. Smith, and Mendez. Regent Brown abstained from voting. On the motion of Regent L. Smith as seconded by Regent Brown, the Regents elected Regent James as Vice Chair. Voting aye were Regents Brown, L. Smith and Mendez. Regent James abstained from voting. On the motion of Regent James as seconded by Regent Brown, the Regents elected Regent L. Smith as Secretary. Voting aye were Regents Brown, James, and Mendez. Regent L. Smith abstained from voting.
15. **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, L. Smith and Mendez.
16. **Monthly Purchases.** Ms. Simpson presented the monthly purchases for approval. Purchases of \$5,000.00 or more were for HP Compaq 6005 Pro-Anthlon 11 x 2 PC-Enid TANF, *CDW-G*, \$5,634.90, IPA Contract, Funding source: E&G Budget; Laptops for faculty replacement-all campuses, *CDW-G*, \$8,375.30, IPA Contract, Funding source: Capital funds; Repair of storm sewer-Enid, *Luckinbill, Inc.*, not to exceed \$9,700.00, emergency, Funding source: Capital funds; Replacement compressor-Tonkawa, KPAC chiller unit, *Ward's Air Conditioning*, \$6,742.50, emergency, Funding source: Capital funds; Image conversion from Docubase to BIS AX-Tonkawa, *Business Imaging Systems, Inc.*, \$9,800.00, Sole source, Funding source: Capital funds; Bathroom toilet partitions-Tonkawa, Markley 1st floor, Bush 1st & 2nd floor, *Decker Equipment*, \$6,129.77, Funding source: Capital funds; Men's and women's soccer uniforms-Tonkawa, *J&K Soccer*, \$8,747.31, Funding source: Auxiliary funds. Purchases of \$10,000.00 or more were for Tables & chairs for Gantz Center-Enid, *Fenton Office Mart*, \$16,400.00, Funding source: Auxiliary funds; Centrifugal Pumps Simulation for PTEC classes-Tonkawa, *Simulation Solutions*, \$10,750.00, Sole source, Funding source: Auxiliary funds; Light fixtures, wire guards & lamps-Tonkawa-New and Old Gym, *Hunzicker Brothers*, \$12,920.00 (due to incomplete bid of another vendor), Funding source: Auxiliary funds; New ITV classroom in Wilkin 310-Tonkawa, *Direct Communications*, \$44,995.00, Sole source, Funding source: Capital funds; Combo freezer and cooler unit-Enid catering kitchen-Gantz, \$27,000.00, approximate, Funding source: Auxiliary funds; 2 five ton, 2 three ton condensing units; 2 five ton heating units-Enid CDSA, *Midwest Refrigeration*, \$19,500.00, (lowest bid did not meet specifications), Funding source: Auxiliary funds. On the motion of Regent James as seconded by Regent Brown, the regents voted to approve the monthly purchases. Voting aye were Regents Brown, James, L. Smith and Mendez.
17. **Section 13 600-650 allocation request.** Ms. Simpson requested approval of the Section 13 600-650 allocation request of \$100,000.00 for various projects: Instruction Furniture & Equipment, \$60,000.00; Computer Software Fees & Licenses, \$10,000.00; Physical Plant & Equipment, \$10,000.00; Physical Plant & Equipment-Enid, \$10,000.00; Dorm Furniture & Equipment, \$10,000.00. On the motion of Regent Smith as seconded by Regent Brown, the Regents approved the Section 13 600-650 allocation request. Voting aye were Regents Brown, James, L. Smith and Mendez.
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." The Board of Regents presented outgoing Interim President Tom Poole with a Resolution Plaque and thanked him for doing an incredible job filling in as president this past year.
19. **Items for next agenda.**
20. **Announcement of next scheduled meeting;** Thursday, July 28, 2011, 12:30 p.m., Enid Campus.
21. **Adjournment.** Motion made at 3:15 p.m. for adjournment by Regent L. Smith as seconded by Regent Brown. Voting aye were Regents Brown, James, L. Smith and Mendez.



CHAIR



SECRETARY



VICE-CHAIR



MEMBER

MEMBER